

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)
SUB-AWARD **R**EPORTING **S**YSTEM
(FSRS)

Data Definitions – Grant Reporting

Updated: 11/10/2010 2:15:00 PM

Revision: 0.5

Revision Notes:

Revision	date	Description
0.1	10/13/2010	Initial Draft Document
0.2	10/20/2010	Revised per GSA comments / field changes through 10/20/2010.
0.3	10/24/2010	Revised due to data handling changes for prime awardee report steps.
0.4	10/25/2010	Revised to reflect “parent” vendor field changes.
0.5	11/10/2010	Text edited “step 1” (added “or equal to” term to sub-award \$25,000 criteria and removed future 10/29 launch designation).

Table of Contents:

Step by Step Form Instructions

[Step 1 Instructions for FFATA Sub-award Reporting](#)

[Step 2 Enter Contract / Award #](#)

[Step 3 Grant Award Details](#)

[Step 4 Prime Award Details](#)

[Step 5 Sub-Awardee Data](#)

[Step 6 Review](#)

[Step 7 Submit Report](#)

[FFATA Grants Reporting - Data Model](#)

Step 1: Instructions for FFATA Sub-award Reporting

PRIME GRANT RECIPIENTS awarded a new Federal grant greater than or equal to \$25,000 as of October 1, 2010 are subject to FFATA sub-award reporting requirements as outlined in the Office of Management and Budget's guidance issued August 27, 2010. The prime awardee is required to file a FFATA sub-award report by the end of the month following the month in which the prime recipient awards any sub-grant greater than or equal to \$25,000.

Note - Please be aware that all information collected on the FSRs website (www.fsr.gov), including registration information and report data, will be visible to the public on a public website (www.usaspending.gov).

FIELD: Copy Existing report

Field Notes: If a user has previously submitted a FFATA report for a grant, they will be able to copy the report as the basis of a new report for that same grant (for another reporting period). First term indicates whether the report is for contract or grant. Pull-down bar lists any available reports for copying. If none are listed, then the user does not have any reports that can be copied.

[Back to TOC](#)

Step 2: Enter Contract / Award

Step Note: If you are unable to find or report against a prime award that should be available through FSRs.gov, Prime Contract Awardees please take the following action:

Contact your grant making official for help. In order for you to file a FFATA sub-award report against your grant, your Federal grant making official must report your prime grant award information through their FAADS+ file submission to USAspending. The Agency's FAADS+ submission is the authoritative source for the basic grant award information used to pre-populate many of the prime award details in your FFATA report. For more information on the FAADS+ format, please read [OMB M-09-19](#).

FIELD: Type of Award* - User picks Grant Award to report on a Grant Award. (radio contracts/order or grant).

Field: Select Existing Grant: (pull-down selector)

Field Note: If the grant has been added to the user's worklist, the user will be able to select the grant using this pull-down menu. If none are listed, then the user does not have any grants currently on their worklist. If the list is empty, use the text field below to manually enter in the grant identification number – FAIN (Federal Award Identification Number).

Field: If not found above, enter Award ID (FAIN): (varchar field entry)

Field Note: This is the FAIN (Federal Award Identification Number).

[Back to TOC](#)

Step 3: Grant Award Details

Step Note: User is required to certify that they are the prime awardee. A FFATA Report can only be submitted by a prime awardee. Users should only continue with a report submission if they are the prime awardee for the grant. The grant information shows in the right side bar. Here the user sees the FAIN (Federal Award Identification Number), Agency and Total Federal Funding Amount.

Field: I verify that I am the Prime Awardee for this contract*: (yes or no radio button response)

[Back to TOC](#)

Step 4: Prime Award Details

Step Note: Some fields have been pre-populated from data from FAADS+ (Federal Assistance Award Data System) award notice (imported from USASpending) and CCR. Please review the report to identify and complete required fields that have not been pre-populated. Users will also see “flag” tools that allow an awardee to indicate that the pre-populated data is not correct.

Field: Federal Award Identifier Number (FAIN)*: This is the unique identifier for the award. This field is pre-populated when the form is opened and ties to entry in step 2 above and verified in step 3 above.

Field: Federal Agency ID: This is the agency ID as imported based on the data from FAADS+.

Field Note: If the data provided from the FAADS+ award notice for the above field is INCORRECT, please choose "no" to flag it for agency investigation. You will be required to provide an explanation.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the Federal Agency ID field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field: Please Explain: (text area entry)

This is a conditionally displayed field that displays if “NO” is selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Federal Agency Name*: This will be pre-populated based on the Agency ID shown above.

Field Note: This is the agency name as imported based on the data from FAADS+.

Field: Prime Awardee DUNS #*: (9 digit numeric field)

This is the Primary Awardee's DUNS number as imported based on the data from FAADS+. A D&B® D-U-N-S® Number is a unique nine-digit sequence recognized as the universal standard for uniquely identifying business/organizations.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the Prime Awardee DUNS # field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field Please Explain: (text area entry)

This is a conditionally displayed field that displays if "NO" was selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Duns Number +4: (4 digit numeric field)

Field Note: Some entities, such as states and universities, will also have what is known as "DUNS + 4," which is used to identify specific units within a larger entity. This field captures the four digit number that more specifically identifies a unit within a DUNS organization.

Field: Prime Awardee Name*: This is the Primary Awardee's Name as imported based on the system data feed FAADS+.

Field Note: Note: If the information in this field is incorrect, the prime awardee should update their CCR/D&B profile with the correct information.

Field: Prime Awardee Doing Business As Name: This is the Primary Awardee's Doing Business As Name as imported based on system data feed.

Field Note: Note: If the information in this field is incorrect, the prime awardee should update their CCR profile with the correct information.

Field: Prime Awardee Address*: This is the Prime Awardee's physical address. The field has sub-fields to enter street address, city, state, country, zip+4 and congressional district for the vendor's address. Certain elements may be imported based on system data feed (FAADS+/CCR).

Field Note: Note: If the information in this field is incorrect, the prime awardee should update their CCR profile with the correct information.

State: If the location is not within the USA, the state value will be set to "Non-US". This will establish that the address is a Non-US location.

Zip+4 field – Zip+4 is NOT required if the address location is Non-US.

The Congressional District* - This field will auto-populate after a valid US Zip+4 value is provided above. Congressional District is not required if the address location is non-US. The system uses an internal table to evaluate a US zip+4 entry to find the congressional district based on the 111th Congressional Districts.

Field: Prime Award Parent DUNS #: This is the parent organization's DUNS #.

Field Note: Note: If the information in this field is incorrect, the prime awardee should update their CCR profile with the correct information.

Field: Principal Place Of Performance (POP)*: The Principle Place of Performance is the primary site where work is performed. The field has sub-fields to enter street address, city, state, country, zip+4 and congressional district for the address. Certain elements may be imported based on system data feed.

Field Notes: State: If the location is not within the USA, select the state value “Non-US”. This will establish that the address is a Non-US location.

Zip+4 field – Click on USPS.com link to do a Zip+4 lookup. For entry of zip codes, do not include dashes when entering the Zip+4. NOTE: Zip+4 is NOT required if the address location is Non-US.

The Congressional District* - This field will auto-populate after providing a valid US Zip+4 above. Congressional District is not required if the address location is non-US. The system uses an internal table to evaluate a US zip+4 entry to find the congressional district based on the 111th Congressional Districts.

Field: CFDA Program Number(s) : This data is pulled from the FAADS+ data feed and it reflects the Catalog of Federal Domestic Assistance (CFDA) number(s) assigned to the federal domestic assistance program(s).

Field Note: If the data provided from the FAADS+ award notice for the above field is INCORRECT, please choose "no" to flag it for agency investigation. You will be required to provide an explanation.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the CFDA Program Number(s) field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field Please Explain: (text area entry)

This is a conditionally displayed field that displays if “NO” was selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Project Description: Describes the award project. This is pulled from the FAADS+ data feed.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the Project Description field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field Please Explain: (text area entry)

This is a conditionally displayed field that displays if “NO” was selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Total Federal Funding Amount*: This is the amount of the award. This is pulled from the FAADS+ data feed.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the Total Federal Funding Amount field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field Please Explain: (text area entry)

This is a conditionally displayed field that displays if "NO" was selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Obligation Action Date This is the date that the award was obligated. This is pulled from the FAADS+ data feed.

 **Field: Is this information correct?:** (yes or no radio button response)

For this field the user indicates yes or no as to whether the information shown for the Obligation Action Date field (above) is correct. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field Please Explain: (text area entry)

This is a conditionally displayed field that displays if "NO" was selected on the previous field. The user explains in the text area why the information pulled from FAADS+ is not correct.

Field: Report Month*: This is the date of the FFATA report (being completed). Only one report is allowed to be filed per award per report month. All sub-award activity for the report's month should be included in the report for that month.

Field: In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific CCR record, represented by a DUNS number, belongs) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?*: (yes or no radio button response)

Field Note: In order to determine whether you are required to report executive compensation data, this question (and maybe the next) must be answered. If "YES" is selected for this field, additional information will be required in a conditionally displayed field(s) that will appear below.

Field: Does the public have access to information about the compensation of the executives in your business or organization (the legal entity to which this specific CCR record, represented by a DUNS number, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?*:. (yes or no radio button response)

Field Note : This is a conditionally displayed field that displays if "yes" was selected on the previous field. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field: Names and Total Compensation of Top 5 Employees: The Field has five subfields to capture the name and amount of compensation for the top 5 employees in the organization.

Field Note : This is a conditionally displayed field. This field is required if the previous question is answered “no”.

[Back to TOC](#)

Step 5 : Sub-Awardee Data

Step Note: To add a Sub-awardee, click the “Add Sub-awardee” button under the field label “Sub-awardee Information”.

Field: Sub-awardee DUNS*: A D&B® D-U-N-S® Number is a unique nine-digit sequence recognized as the universal standard for uniquely identifying business/organizations.

Field Note: Users enter the Sub-awardee’s 9 digit DUNS number and then clicks the “fetch Info for the DUNS” button. Data for the entered DUNS will be populated on sub-awardee form. If the information in this field is incorrect, please have the sub-awardee update their CCR profile, or DUNS record if they are not registered in CCR, with the correct information. If the actual DUNS entry was for an incorrect firm, click the “change DUNS” button to change the entered value.

Field: Duns Number +4: (4 digit numeric field)

Field Note: Some entities, such as states and universities, will also have what is known as “DUNS + 4,” which is used to identify specific units within a larger entity. This field captures the four digit number that more specifically identifies a unit within the DUNS organization.

Field: Sub-awardee Name*: This is the Sub-Awardee’s Name

Field Note: If the information in this field is incorrect, please have the sub-awardee update their CCR profile, or DUNS record if they are not registered in CCR, with the correct information.

Field: Sub-awardee Address*: This is the sub-awardee’s physical address. The field has sub-fields to enter street address, city, state, country, zip+4 and congressional district for the vendor’s address. Certain elements may be imported based on system data feed (CCR).

Field Notes: If the information in this field is incorrect, please have the sub-awardee update their CCR profile, or DUNS record if they are not registered in CCR, with the correct information.

State: If the location is not within the USA, the state value is set to “non-US”. This will establish that the address is a non-US location.

Zip+4 field –Zip+4 is NOT required if the address location is Non-US.

The Congressional District* - This field populates based on US Zip+4 above. Congressional District is not required if the address location is non-US. The system uses an internal table to evaluate a US zip+4 entry to find the congressional district based on the 111th Congressional Districts.

Field: Sub-awardee Parent DUNS: This is the parent organization’s DUNS #.

Field Notes: If the information in this field is incorrect, please instruct the sub-contractor to update their CCR/D&B profile with the correct information.

Field: Amount of the Sub-award*: This is the amount of the sub-contract award for this sub-awardee.

Field: Sub-award Obligation Action Date*: This is the date of the sub-award obligation.

Field Notes: Click the calendar icon to open a date selector tool, If a date is selected and needs to be changed/cleared, click the circle slash tool (adjacent to the calendar) to clear the entry.

Field: CFDA Program Number(s): This data is established during step 4 for the award (see above). It reflects the Catalog of Federal Domestic Assistance (CFDA) number(s) assigned to the federal domestic assistance program(s).

Field: Federal Agency ID: This data is established during step 4 for the award (see above). It reflects the Federal Agency ID for the award.

Field: Federal Agency Name*: This data is established during step 4 for the award (see above). It reflects the Federal Agency Name for the award.

Field: Sub-award Project Description: Describes the sub-award project. Note:

Field Notes: The character limit is 4000. Please be as precise as possible. Do not use any inappropriate language, abbreviations or acronyms, etc

Field: Sub-award Place of Performance (POP)*: This is the sub-Awardee's place of performance. The field has sub-fields to enter street address, city, state, country, zip+4 and congressional district for the place of performance address.

Field Notes: State: If the location is not within the USA, select the state value "non-US". This will establish that the address is a non-US location.

Zip+4 field – Click on USPS.com link to do a Zip+4 lookup. For entry of zip codes, do not include dashes when entering the Zip+4. NOTE: Zip+4 is NOT required if the address location is Non-US.

The Congressional District* - This field will auto-populate after providing a valid US Zip+4 above. Congressional District is not required if the address location is non-US. The system uses an internal table to evaluate a US zip+4 entry to find the congressional district based on the 111th Congressional Districts.

Field: Sub-award Number*: This is the number used by the prime award to uniquely track the sub-award (their own numbering system for the sub-award).

Field: As provided to you by your sub-awardee, in your sub-awardee's business or organization's preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?* (yes or no radio button response)

Field Note: In order to determine whether you are required to report executive compensation data, this question (and maybe the next) must be answered. If "YES" is selected for this field, additional information will be required in a conditionally displayed field(s) that will appear below.

Field: As provided to you by your sub-awardee, does the public have access to information about the compensation of the executives in the sub-awardee's business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?*: (yes or no radio button response)

Field Note: This is a conditionally displayed field that displays if "yes" was selected on the previous field. If "NO" is selected for this field, additional information will be required in a conditionally displayed field that will appear below.

Field: Names and Total Compensation of Top 5 Employees: The Field has five subfields to capture the name and amount of compensation for the top 5 employees in the organization.

Field Note: This is a conditionally displayed field. This field is required if the previous question is answered "no".

Step Note – **To add another sub-awardee, click "Add Another Sub-awardee" button. To remove a sub-awardee, click the "Delete This Sub-awardee" button.**

[Back to TOC](#)

Step 6: Review

Step Notes: No Fields for completion. User reviews entry. User can view the saved report in printable report or pdf format. Click on the previous step (in the left side bar) to edit/add/delete entries. If no edits are required, click "Continue" to proceed.

[Back to TOC](#)

Step 7: Submit Report

Step Notes: No field for completion. Submission Instructions - Click submit to submit a report. All information collected on the FSRs website (www.fsr.gov), including registration information and report data, will be visible to the public on a public website (www.usaspending.gov).

[Back to TOC](#)

FFATA Grants Reporting - Data Model

GRANTS ELEMENT NAME	GRANTS DEFINITION	Sub-field (if applicable)	Required (Y/N)	Field Type	Max	Data Source: Primary	Data Source: Secondary
PRIME AWARD DATA ELEMENTS (Steps 1-4)							
Federal Award Identifier Number (FAIN)	The award number or other identifying number assigned by the Federal awarding agency, such as the federal grant number.		Y	Awardee Selects or inputs	32 varchar	Agency FAADS+ file	
Federal Agency Name	The name of the Federal awarding agency.		Y	Pre-populated	255 varchar	Agency FAADS+ file	
Prime Awardee - DUNS Number	The prime awardee organization's 9-digit Data Universal Numbering System (DUNS) number associated with the award.		Y	Pre-populated	9 varchar	Agency FAADS+ file	
Prime Awardee - DUNS Number +4	The +4 extension to a DUNS number created by registrants in CCR when there is a need for more than one bank/Electronic Funds Transfer (EFT) account for a location.		N	Pre-populated, if available	4 varchar	Agency FAADS+ file	
Prime Awardee - Name	The name of the awardee organization. This will be the same name that appears in awardee's Central Contractor Registration (CCR) profile.		Y	Pre-populated	255 varchar	CCR	D&B
Prime Awardee - DBA Name	The "doing-business-as" name of the organization. This will be the same name that appears in awardee's Central Contractor Registration (CCR) profile, as applicable.		N	Pre-populated, if available	255 varchar	CCR	D&B
Prime Awardee - Address	Address where the awardee organization is located. This will be the same address that appears in awardee's Central Contractor Registration (CCR) profile.						
		Street 1	Y	Pre-populated	Text area	CCR	D&B
		City	Y	Pre-populated	127 var char	CCR	D&B
		State	Y	Pre-populated	single select pulldown	CCR	D&B
		Country	Y	Pre-populated	single select pulldown	CCR	D&B
		Zip +4	Y	Pre-populated	9 varchar	CCR	D&B
		Congressional District	Y	Populated	2 (determined based on zip + 4 entry)	FSRS	
Prime Awardee - Parent DUNS Number	The prime awardee parent organization's 9-digit Data Universal Numbering System (DUNS) number. This will be the same parent DUNS that appears in awardee's Central Contractor Registration (CCR) profile, as applicable.		N	Pre-populated, if available	9 varchar	CCR	D&B
Principal Place Of Performance	The primary site where the work will be performed.						
		City	Y	Pre-populated, if available	127 var char	Agency FAADS+ file	Prime awardee
		State	Y	Pre-populated, if available	single select pulldown	Agency FAADS+ file	Prime awardee
		Country	Y	Pre-populated, if available	single select pulldown	Agency FAADS+ file	Prime awardee
		Zip +4	Y	Pre-populated, if available	9 varchar	Agency FAADS+ file	Prime awardee
Congressional District	Y	Populated	2 (determined based on zip 4 entry)	FSRS			
CFDA Program Number (and Program Title)	The number and program title associated with the published description of Federal assistance program in the Catalog of Federal Domestic Assistance (CFDA).		Y	Pre-populated	255 Text area	Agency FAADS+ file	

FFATA Grants Reporting - Data Model

GRANTS ELEMENT NAME	GRANTS DEFINITION	Sub-field (if applicable)	Required (Y/N)	Field Type	Max	Data Source: Primary	Data Source: Secondary	
Project Description	Award title and description of the purpose of each funding action, if any. The description should capture the overall purpose of the award and, if there are multiple funding actions, sufficient description to define the need for each funding action. Example of project description: "Investment in public transportation: replace four 10 year old electric commuter train cars. In addition, funds will be used to construct a multi-modal Park and Ride facility featuring: commuter parking, transit hub, bicycle accommodations, and a potential future platform." For a second funding action to this grant, an example of an additional description: "Replace 2 additional electric commuter train cars that are 8+ years old."		Y	Pre-populated, if available	255 Text area	Agency FAADS+ file	Prime awardee	
Total Federal Funding Amount	The net dollar amount of the Federal award including modifications.		Y	Pre-populated	15,2 decimal	Agency FAADS+ file		
Obligation/Action Date	Date the award agreement was signed.		Y	Pre-populated	date (mo/date/year)	Agency FAADS+ file		
Report Month	Represents the time period (by Month and Year) for sub-awards made against that Federal Award Identifier Number (FAIN).		Y	Predefined values to choose; Month and Year	date (mo/year) selector	Prime awardee		
Awardee Names and Compensation of Highly Compensated Officers at the Prime Awardee	Names and total compensation of Top 5 highly compensated officials of the awardee organization. This will be the same compensation information that appears in awardee's Central Contractor Registration (CCR) profile, as applicable. If not available from CCR the following questions are used to determine applicability of the element		Y	Pre-populated if available or manual entry		CCR	Prime awardee	
	Q1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?		Y	Radio button: Yes or No If Yes, must answer Q2 If No, user not required to provide data	Single select radio.	CCR	Prime awardee	
	Q2. Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?			Conditionally "y" if "y" is selected on Q1 above	Radio button: Yes or No If Yes, provide link to SEC: http://www.sec.gov/ If No, user must enter Top 5 Data	Single select radio.	CCR	Prime awardee
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	255 Text area	CCR	Prime awardee	
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	12 digit	CCR	Prime awardee	
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	255 Text area	CCR	Prime awardee	
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	12 digit	CCR	Prime awardee	
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	255 Text area	CCR	Prime awardee	
	Amount	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	12 digit	CCR	Prime awardee		

FFATA Grants Reporting - Data Model

GRANTS ELEMENT NAME	GRANTS DEFINITION	Sub-field (if applicable)	Required (Y/N)	Field Type	Max	Data Source: Primary	Data Source: Secondary
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	12 digit	CCR	Prime awardee
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual versus CCR - free text	12 digit	CCR	Prime awardee
Date of Report Submission			y	Auto-complete at time of submission	System Metric (not entered)	FSRS	
Sub-award Data Elements (Step 5 - Sub-awardee DUNS added for each Sub-award made during the Report Month)							
Sub-awardee - DUNS Number	The Sub-awardee organization's 9-digit Data Universal Numbering System (DUNS) number.		Y	Manual entry	9 varchar	Prime awardee	
Sub-awardee - DUNS Number +4	The +4 extension to a DUNS number created by registrants in CCR when there is a need for more than one bank/Electronic Funds Transfer (EFT) account for a location.		N	Manual entry	4 varchar	Prime awardee	
Sub-awardee - Name	The name of the Sub-awardee organization. The Sub-awardee organization's 9-digit Data Universal Numbering System (DUNS) number. This will be the same information that appears in Sub-awardee's Central Contractor Registration (CCR) profile, as applicable.		Y	Populated based on DUNS entered		CCR	D&B
Sub-awardee - DBA Name	The "doing-business-as" name of the Sub-awardee organization. This will be the same name and address that appears in Sub-awardee's Central Contractor Registration (CCR) profile, as applicable.		N	Populated based on DUNS entered		CCR	D&B
Sub-awardee - Address	Address where the Sub-awardee organization is located. This will be the same name and address that appears in Sub-awardee's Central Contractor Registration (CCR) profile, as applicable, otherwise manually entered.						
		Street 1	Y	Populated based on DUNS entered		CCR	D&B
		City	Y	Populated based on DUNS entered		CCR	D&B
		State	Y	Populated based on DUNS entered		CCR	D&B
		Country	Y	Populated based on DUNS entered		CCR	D&B
		Zip +4	Y	Populated based on DUNS entered		CCR	D&B
		Congressional District	Y	Populated	2 (determined based on zip 4 entry)	FSRS	
Sub-awardee Parent DUNS Number	The Sub-awardee parent organization's 9-digit Data Universal Numbering System (DUNS) number. This will be the same parent DUNS that appears in Sub-awardee's Central Contractor Registration (CCR) profile, as applicable.		N	Pre-populated, if available	9 varchar	CCR	D&B
Amount of sub-award	The net dollar amount of Federal funds awarded to the Sub-awardee including modifications. The sub-award carries forward the purpose of the Federal prime award.		Y	Free text entry	15,2 decimal	Prime awardee	
sub-award Obligation/Action Date	Date the sub-award agreement was signed.		Y	calendar widget	date (mo/date/year)	Prime awardee	
CFDA Program Number (and Program Title)	The number and program title associated with the published description of Federal assistance program in the Catalog of Federal Domestic Assistance (CFDA).		Y	Pre-populated	255 Text area	Default to Prime Award's value (see above)	

FFATA Grants Reporting - Data Model

GRANTS ELEMENT NAME	GRANTS DEFINITION	Sub-field (if applicable)	Required (Y/N)	Field Type	Max	Data Source: Primary	Data Source: Secondary	
Federal Agency Name	The name of the Federal awarding agency.		Y	Pre-populated	255 varchar	Default to Prime Award's value (see above)		
sub-award Project Description	Description should capture the overall purpose of the sub-award and, if there are multiple funding actions, sufficient description to define the need for each funding action. Example of project description: "Investment in public transportation: replace four 10 year old electric commuter train cars. In addition, funds will be used to construct a multi-modal Park and Ride facility featuring: commuter parking, transit hub, bicycle accommodations, and a potential future platform." For a second funding action to this grant, an example of an additional description: "Replace 2 additional electric commuter train cars that are 8+ years old."		Y	Free text entry	4000 varchar	Prime awardee		
Sub-awardee Principal Place of Performance	The primary site where the work will be performed.							
	<i>Enter the city unless a county, as a whole, is the Sub-awardee.</i>	City (or County)	Y	Manual entry	127 var char	Prime awardee		
		State	Y	Manual entry	single select pulldown	Prime awardee		
		Country	Y	Manual entry	single select pulldown	Prime awardee		
		Zip +4	Y	Manual entry	9 varchar	Prime awardee		
		Congressional District	Y	Pre-populated	2 (determined based on zip entry)	FSRS		
sub-award Number	Sub-award number or other identifying number assigned by the prime awardee organization to facilitate the tracking of its sub-awards.		Y	Free text entry	32 varchar	Prime awardee		
Sub-awardee Names and Compensation of Highly Compensated Officers	Names and total compensation of Top 5 highly compensated officials of the Sub-awardee organization. This will be the same compensation information that appears in Sub-awardee's Central Contractor Registration (CCR) profile, as applicable. If not available from CCR the following questions are used to determine applicability of the element		Y	Pre-populated, if available, or manual entry		CCR	Prime awardee	
	Q1. As provided to you by your Sub-awardee, in your Sub-awardee's business or organization's preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?		Y	Radio button: Yes or No If Yes, must answer Q2 If No, user not required to provide data	Single select radio.	CCR	Prime awardee	
	Q2. As provided to you by your Sub-awardee, does the public have access to information about the compensation of the executives in the Sub-awardee's business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?			Conditionally "y" if "y" is selected on Q1 above	Radio button: Yes or No If Yes, provide link to SEC: http://www.sec.gov/	Single select radio.	CCR	Prime awardee
		Name		Conditionally "y" if "no" is selected on Q2 above	If manual - free text	255 Text area	CCR	Prime awardee
		Amount		Conditionally "y" if "no" is selected on Q2 above	If manual - free text	12 digit	CCR	Prime awardee

FFATA Grants Reporting - Data Model

GRANTS ELEMENT NAME	GRANTS DEFINITION	Sub-field (if applicable)	Required (Y/N)	Field Type	Max	Data Source: Primary	Data Source: Secondary
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	12 digit	CCR	Prime awardee
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	12 digit	CCR	Prime awardee
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	12 digit	CCR	Prime awardee
		Name	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	255 Text area	CCR	Prime awardee
		Amount	Conditionally "y" if "no" is selected on Q2 above	If manual - free text	12 digit	CCR	Prime awardee

[Back to TOC](#)