Reporting Grants and Cooperative Agreements

Presented by:  Jovanka Caton, DPAP/PDI
               Lisa Romney, DPAP/PDI
Overview

1. **What is DAADS** – Definition and Purpose, Policy, DAADS Reporting, Reporting Frequency, Who Uses DAADS Data, DAADS Look

2. **How to access DAADS** – User Registration and Roles, DAADS Data Fields

3. **Data Accuracy** – Why it is important, Common data discrepancies

4. **DAADS Outstanding Issues - Resolutions**

5. **DAADS System Administrator Contact Info** – Who to contact for issues

6. **DAADS Batch Submission** – How to; FABS Submission and Data Certification

7. **The Way Ahead** – New Prototype, Background, Objectives, Where we are, A Look Inside FAADC, Next Steps

8. **Supplemental Information about DAADS - A Look Inside DAADS, How to Navigate, Data Details**
What is DAADS

1. **By Definition:**

   Grants and Assistance application, referred to as the Defense Assistance Award Data System (DAADS). DAADS application is utilized to capture all types of assistance awards made by DoD agencies.

2. **Purpose:**

   To support and assist DoD with inputs to meet statutory requirements per the Federal Funding Accountability and Transparency Act (FFATA) by reporting to the Federal USASpending.gov System.
3. Regulatory Requirements

- Statutory reporting requirements are described in 31 U.S.C., Chapter 61 and the Federal Funding Accountability and Transparency Act (FFATA) of 2006 (hereafter referred to as “Transparency Act”, Public Law 109-282), as implemented by OMB.

- The DoD implementation of those statutory reporting requirements is in DoD 3210.6-R, “DoD Grant and Agreement Regulations,” part 21, subpart E.
DAADS Reporting

4. What do we report?
   • Obligation of funds on grant, cooperative agreement, Technology Investment Agreement, and other assistance award data.

5. Reporting Frequency
   • Required in USASpending within 30 days of the date of obligation.
   • Online submission – within 15 days of the award obligation.
   • Batch submission – required to submit on the 1st and 16th ea. month.
Who Uses DAADS Data

DAADS is a source for fulfilling standard requirements and special reports to the President, the Congress, the General Accounting Office, the National Science Foundation, and the public.

• **USA Spending**
  - Per FFATA 2006, this site provides federal agencies distribution of funding through federal contracts, grants, loans, and other financial assistance.

• **National Science Foundation (NSF)**
  - Commonly called the CASE Report - Committee on Academic Science and Engineering (CASE).
  - FY 2017 Due Date is May 4th.
DAADS Look

URL: https://daads.dmdc.osd.mil/daads/
DAADS Registration Process

1. Who can access DAADS?
   • Only DoD Common Access Card (CAC) holders.

2. How to request access?
   • For Online Access: ARMY, NAVY and AF users must request access to your Department’s Grants and Assistance POC, listed on the **DAADS User Guide v3.0**. Other Agencies should Contact the DAADS DoD Administrator for access.
   
   • For Batch Submissions: Contact the DAADS DoD Administrator to request a Site ID.
DAADS User Roles

1. User Types:

• **Read-Only.** Limited Capabilities = Review, Search, Export Results to Excel, and View Awards.

• **Submitter.** Full Capabilities = Review, Search, Export, Edit, Create NEW, Modify and Delete (assigned offices only).

• **Administrator.** Full Capabilities+ = Add/Delete Site IDs, CFDA Program Numbers, Recipient DUNS, FICE Code. Also, Force VALID, Submit BATCH Data from Field.
DAADS Data Fields

2. Data Fields from DD Form 2566:

• DAADS Data elements were extracted from the DD Form 2566.
Data Accuracy

• DAADS system does not collect data at the line-of-accounting level (LOA). It only collects at the TAS code level.

• Avoid duplication of Awarding Agency ID, Award Number (FAIN) and Modification Number. DAADS system is not designed to collect/track actions at the funding level or to be used for financial reconciliation purposes. This system collects data at the Award level for submission to USASpending.gov, as per the Data (Transparency) Act requirement.

• Funding Office Code will be required on October 2018 (estimated date). Recommend that your Agency begin submitting this data to DAADS in preparation for this requirement.
Data Accuracy

- **Treasury requirement for accurate reporting of Zip+4 data**: Zip+4 validates against a table/dataset the USASpending system received directly from USPS. Zip+4 errors are firing because the Zip+4 cannot be validated against this table. Therefore, we urge the user community to pay close attention to this data field and its value.

- The **Modification Number** on a NEW AWARD should be ‘0’. Do not send the words ‘BASIC’, ‘BASE’, ‘AWARD’, etc...

- Select the correct **Business Type** based on the Recipient information in SAM.gov.

- The **Description** block is firing a PII error because the system found 9+ consecutive digits. The ‘-’ are ignored (i.e., N00014-17-1-1254). We recommend users only enter the last 7 digits of the referred award number [17-1-1254] or use ‘x’ instead of ‘-’.
Outstanding Issues

• DAADS system experienced downtime some time in February 2018. This caused delays in batch processing.

• Batch submission results are not being sent to Agencies due to continuous issues with the DB.

• DAADS is not converting the recipient code '13' to "W - Non-Domestic" value, and is adding "D" code in the Detail Reports (when exporting from DAADS web-portal).
Outstanding Issues (cont.)

- The SAM Interface is creating duplicated recipient entries upon SAVE.
- Users are unable to ADD new Recipient DUNS via the GUI SAM.gov web-service functionality.
- FICE automation release was not implemented in DAADS.
- D2 Extract excluded ‘valid’ records with invalid FIPS data on the Legal Entity address and not sending negative values properly to USASpending.gov.
DAADS System Administrator

- Contact the **DoD DAADS Administrator** for any issues via email:
  
  `osd.ncr.ousd-atl.mbx.dod-grant-agreement-submissions@mail.mil`

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DAADS Batch Submission

DAADS Batch File Upload and Format

• Once approved for Batch File submission, DoD Components should submit a text file with records: (osd.ncr.ousd-atl.mbx.dod-grant-agreement-submissions@mail.mil)

• Batch File Name Format should be:

  \textit{AGENCY\textunderscore SITE\textunderscore ID\textunderscore SUBMITTED\textunderscore YYYYMMDD}.

  Example: ‘\textit{NAVY176946SUBMITTED20180415}’.

• Batch File submissions must follow the format and layout as described in the DAADS User Guide v3.0 and in accordance with the business rules in Appendix A.
Financial Assistance Broker Submission (FABS) and DAADS Data Certification

FREQUENCY OF SUBMISSION:
• Twice-monthly Award Submission - Financial Assistance (Grants, Loans, Insurance, and Other Financial Assistance)
• DoD submits to FABS site at least twice monthly, using the DATA Act Information Model Schema (DAIMS 1.2) compatible submission format specified.
• DAIMS 1.2 compliance is due by May 18.

DATA CERTIFICATION:
• The requirement to certify Grants/Coop data submitted to DAADS will be coming soon.
• Agencies should ensure that their data for a given bi-monthly submission has been submitted and published successfully prior to certifying their data.
• Agencies are encouraged to generate monthly data extracts to perform validations and improve data quality.
The Way Ahead

- DAADS will be transitioning to a New System.
- Tentative Scheduled for transition on FY19 ish...
- In preparation for Transition:
  - Agencies should begin a Data Cleanup Effort for FY17 to present data in DAADS.
  - DoD will implement a Data Freeze on June 2018, for data reported prior to FY17 and earlier.
- Additionally, Agencies must start reporting financial assistance actions to EDA (if not already doing so) – DoD implementing IG audit recommendation

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Financial Assistance Award Data Collection Prototype
Background

• August 2017 – ACE majority of voting members agreed to proceed with prototype development (DoD funded/led)
• November 2017 – May 2018 – development and testing timeframe for prototype
Objectives

• An application to replace current DAADS Grants system.
• Be able to migrate into the IAE’s modernized SAM environment (Beta.SAM).
• Leverage existing IAE access controls, web services, and tables used in award reporting to enforce standardization and minimize costs for IAE and agencies.
• Enable collection of data via business services submissions from awarding systems and/or on-line entry.
• Ability to produce a FABS-compliant report and track which actions were submitted.
Where we are...

- Began development work in November 2017 with 6-month cycle using agile.
- Planning to deliver final prototype for testing in May 2018.
- DoD, DoI, and DHS reps established requirements and participated in grooming and all sprint planning and closeout sessions; requirements included:
  1. Collect all data elements necessary for DATA Act reporting and the annual CASE report submissions; future potential enhancements include award data to support Foreign Assistance Report
  2. Be compliant with DAIMS 1.2 FABS data submission requirements; in production will be able to generate FABS submission file
  3. Support collection of three record types (Aggregate, Non-Aggregate, Non-Aggregate Individual); by the ten types of assistance (e.g., block grant, cooperative agreement, direct payment, direct loan)
  4. Use SAM registration data based on Unique Entity Identifier for recipient name, address, and business types (cross-walked to SF-424 business types used for FABS)
  5. Reference up-to-date CFDA numbers/names from Beta.SAM
  6. Use financial assistance offices (AACs); will source from DoDAAD / Beta.SAM
  7. Use existing IAE standard data sources / formats for place of performance data elements
  8. Leverage existing interface specifications that agencies already use for award reporting (just adding new record types); will also produce XML feed that agencies can use to pull reported data into agency systems
A LOOK INSIDE FAADC

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A LOOK INSIDE FAADC – Login Page

Federal Assistance Award Data Collection

Search Federal Assistance Data

Login

faadc_dod_officer

......

Log in

Forgot your password?

New User Registration

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A LOOK INSIDE FAADC – Landing Page

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A LOOK INSIDE FAADC – Assistance Type

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The 'VALIDATE' does not save changes made after the last 'SAVE DRAFT'. Please save all the changes since the last 'SAVE DRAFT'.

1. "Federal Interagency Committee on Education (FICE) Codes" is Required when Record Type is "Non-aggregate", and Recipient is Educational or Non-Profit Institution.

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### Research and Development Funds

- **R&D Funds**: $7,268,066.67
- **Type of R&D Funds**: Applied Research (BA'02)

### Facilities & Equipment for Instruction in Science & Engineering

- Amount: $0.00

### General Support for Science & Engineering

- Amount: $0.00

### Other Activities Related to Science & Engineering

- Amount: $0.00

### All Other Activities Not Related to Science & Engineering

- Amount: $0.00

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### Government Information

- **Awarding Sub-Tier Agency Code**: 1700
- **Awarding Sub-Tier Agency Name**: DEPT OF THE NAVY
- **Awarding Office Code**: N00014
- **Awarding Office Name**: OFFICE OF NAVAL RESEARCH
- **Funding Sub-Tier Agency Code**: 1700
- **Funding Sub-Tier Agency Name**: DEPT OF THE NAVY
- **Funding Office Code**: N00014
- **Funding Office Name**: OFFICE OF NAVAL RESEARCH

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### Recipient Information

- **DUNS No.**: 010989619
- **Recipient Name**: UNIVERSITY OF MISSOURI SYSTEM
- **DBAN**: CURATORS OF THE UNIVERSITY OF
- **CAGE Code**: 1DT80
- **FICE Code**: 
- **Individual Recipient Indicator**: Not an Individual
- **Small Business Indicator**: Other than Small Business

### FABS Business Category

- **FABS Business Types**:
  - Public/State Controlled institution of Higher Learning
  - Nonprofit without 501C3 IRS status (Other than institution of Higher Learning)

### SAM Business Category

- **Business Types**:
  - Corporate Entity, Tax Exempt
  - Education Institution
  - Line Of Business
  - Nonprofit
  - Other Not For Profit Organization
  - Educational Entities
  - State Controlled Institution of Higher Learning

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- **Created Date:** 03/26/2018 13:17:32
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- **Award Status:** Final
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- **Approved By:** FAADC_DOD_OFFICER
- **Assistance Type:** Project Grant
- **Last Modified Date:** 03/26/2018 13:40:13
- **Last Modified By:** FAADC_DOD_OFFICER

#### Award Identification Information
- **Award ID:** 9700
- **FAIN:** N000141810002
- **UR:**
- **Amendment Number:**
- **Action Type:** NEW Assistance Award
- **CFDA Program Title:** BASIC AND APPLIED SCIENTIFIC RESEARCH
- **Funding Opportunity Number:**
- **State Application ID (SAI) Number:** SAI Not Available
- **Business Fund Indicator:** Funded by Other sources

#### Dates
- **Action Date (mm/dd/yyyy):** 02/28/2018
- **Period of Performance Start Date (mm/dd/yyyy):** 03/01/2018
- **Period of Performance End Date (mm/dd/yyyy):** 02/28/2019

#### Amounts
- **Federal Action Obligation:** $7,268,066.67
- **Non-Federal Funding Amount:** $0.00
- **Federal and Non-Federal Total Dollars:** $7,268,066.67
- **Total Award Value:** $10,000,000.00
- **Face Value of Direct Loan or Loan Guarantee:** $0.00
- **Original Loan Subsidy Cost:** $0.00
## Assistance successfully approved.

### Transaction Information
- **Record Type:** Non-Aggregate
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- **Amendment Date:**
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### Dates
- **Action Date (mm/dd/yyyy):** 02/28/2018
- **Period of Performance Start Date (mm/dd/yyyy):** 03/01/2018
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- **Face Value of Direct Loan or Loan Guarantee:** $0.00
- **Original Loan Subsidy Cost:** $0.00

### Research and Development Funds
- **Research and Development Funds Indicator:** R&D Funds
- **Type of R&D Funds:** Applied Research (BA’6.2*)
- **Research and Development Amount:** $7,268,066.67
- **Followships and Traineeships Amount:** $0.00
- **R&D Plant Amount:** $0.00
- **Facilities & Equipment for Instruction in Science & Engineering Amount:** $0.00
- **General Support for Science & Engineering Amount:** $0.00
- **Other Activities Related to Science & Engineering Amount:** $0.00
- **All Other Activities Not Related to Science & Engineering Amount:** $0.00
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#### Face Value of Direct Loan or Loan Guarantee: $0.00

#### Original Loan Subsidy Cost: $0.00

### Research and Development Funds

- Research and Development Funds Indicator: No R&D Funds
- Type of R&D Funds: Not Applicable

### Government Information

- Awarding Sub-Tier Agency Code: 1700
- Awarding Sub-Tier Agency Name: DEPT OF THE NAVY
- Awarding Office Code: N00014
- Awarding Office Name: OFFICE OF NAVAL RESEARCH
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</table>

---

2018 Procure-to-Pay Training Symposium
Government Information

Awarding Sub-Tier Agency Code: 1700
Awarding Sub-Tier Agency Name: DEPT OF THE NAVY
Awarding Office Code: N00014
Awarding Office Name: OFFICE OF NAVAL RESEARCH
Funding Sub-Tier Agency Code: 1700
Funding Sub-Tier Agency Name: DEPT OF THE NAVY
Funding Office Code: N00014
Funding Office Name: OFFICE OF NAVAL RESEARCH

Recipient Information

SAM Exception: Individuals
DUNS No:
Recipient Name: REDACTED DUE TO PII
DBAN:
CAGE Code:
FICE Code:
Individual Recipient Indicator: Individual
Small Business Indicator: Other than Small Business

Street: SEWICKLEY
City: PA
State: Zip: 151430007
Country: UNITED STATES
Congressional District: 12

FABS Business Category

FABS Business Types
Individual

SAM Business Category
Recipient is not selected.
### Principal Place of Performance

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Place of Performance Type:</td>
<td>Select One</td>
</tr>
<tr>
<td>Principal Place of Performance Code:</td>
<td></td>
</tr>
<tr>
<td>Principal Place of Performance County Name:</td>
<td></td>
</tr>
<tr>
<td>Principal Place of Performance City Name:</td>
<td></td>
</tr>
<tr>
<td>Principal Place of Performance Country Name:</td>
<td></td>
</tr>
<tr>
<td>Congressional District Place of Performance:</td>
<td></td>
</tr>
<tr>
<td>Place Of Performance Zip Code(+4):</td>
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<tr>
<td>Principal Place of Performance Foreign Location Description:</td>
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</table>

### Assistance Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
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<tbody>
<tr>
<td>Extent Competed:</td>
<td>Select One</td>
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<tr>
<td>Number Of Offers Received:</td>
<td></td>
</tr>
<tr>
<td>Assistance Description:</td>
<td>One Year dissertation</td>
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*18,000 characters*
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<thead>
<tr>
<th>Transaction Information</th>
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</thead>
<tbody>
<tr>
<td>Record Type:</td>
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<td>Approved Date:</td>
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<td>Last Modified Date:</td>
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<td>Last Modified By:</td>
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<table>
<thead>
<tr>
<th>Award Identification Information</th>
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</thead>
<tbody>
<tr>
<td>Award ID:</td>
</tr>
<tr>
<td>URI:</td>
</tr>
<tr>
<td>Action Type:</td>
</tr>
<tr>
<td>CFDA Number:</td>
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<tr>
<td>CFDA Program Title:</td>
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<tr>
<td>Funding Opportunity Number:</td>
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<td>State Application ID (SAI) Number:</td>
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<tr>
<td>State Application ID (SAI) Number:</td>
</tr>
<tr>
<td>Funded by Other sources:</td>
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</table>

<table>
<thead>
<tr>
<th>Dates</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Date (mm/dd/yyyy): 11/30/2017</td>
<td>Federal Action Obligation: $995,249,342.50</td>
</tr>
<tr>
<td>Period of Performance Start Date (mm/dd/yyyy): 11/30/2017</td>
<td>Non-Federal Funding Amount: $0.00</td>
</tr>
<tr>
<td>Period of Performance End Date (mm/dd/yyyy): 11/30/2018</td>
<td>Federal and Non-Federal Total Dollars: $995,249,342.50</td>
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<tr>
<td>Total Award Value: $995,249,342.50</td>
<td>Face Value of Direct Loan or Loan Guarantee: $0.00</td>
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<tr>
<td>Original Loan Subsidy Cost: $0.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Government Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Awarding Sub-Tier Agency Code: 7022</td>
</tr>
<tr>
<td>Awarding Office Code: 70FBR6</td>
</tr>
<tr>
<td>Awarding Sub-Tier Agency Name: FEDERAL EMERGENCY MANAGEMENT AGENCY</td>
</tr>
<tr>
<td>Awarding Office Name: REGION 6 : EMERGENCY PREPAREDNESS A</td>
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<tr>
<td>Funding Sub-Tier Agency Code: 7022</td>
</tr>
<tr>
<td>Funding Office Code: 70TBR6</td>
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<td>Funding Sub-Tier Agency Name: FEDERAL EMERGENCY MANAGEMENT AGENCY</td>
</tr>
<tr>
<td>Funding Office Name:</td>
</tr>
</tbody>
</table>
Next Steps

• Next demo for agencies – scheduled for April for broader FACE community

• Government acceptance testing in May (requires on-site testing in Herndon; BYOL (bring your own laptop))
  – Please let us know if you would like to participate
  – Draft specs and WSDLs available for system providers to review

• ACE will be briefed after testing is complete to request approval to deploy a minimally viable product (MVP) (finalizing items not turned on during test) with pilot volunteers (to include DoD)
Questions

2018 Procure-to-Pay Training Symposium
Supplemental Information About DAADS
A LOOK INSIDE DAADS

DAADS Online

2018 Procure-to-Pay Training Symposium
How to Navigate DAADS

• Initial Page: DoD Notice and Consent and Acknowledgement of Responsibilities
How to Navigate DAADS

- Award Summary Tab
How to Navigate DAADS

- Users can view summary data at the Awarding Office Code level
How to Navigate DAADS

• Search Awards Tab
How to Navigate DAADS

• Use fields for search criteria
How to Navigate DAADS

- View/Edit Tab: For viewing, editing, new/mod award creation.
How to Navigate DAADS

- MOD and NEW Feature
Who is who among Awarding and Funding Offices:

1. **Awarding Agency Code** and **Awarding Sub-Tier Agency Code** are systematically derived from the **Awarding Office Code** (required field).

2. **Funding Agency Code** is derived from the **Funding Office Code**.
DAADS Data Fields (cont.)

3. **Business Types:** Users can select 3 business types for one Recipient (i.e., Business Type 1, Business Type 2, Business Type 3).

4. **Business Type 1** is a required and **Business Type 2** and **Business Type 3** are optional.
DAADS Data Fields (cont.)

5. **FICE code** is derived based on the Recipient DUNS selected. It is applicable for Domestic Educational and Non-Profit Institution recipients only.

6. **Recipient Info** is propagated from SAM.gov. For the **Foreign Recipient Postal Code**, DAADS propagates both US and foreign recipient postal in the **Postal** field.
7. **Recipient Information Automation**: The recipient information pre-populates systemically once the user enters the DUNS number into the system during the creation, update and modification of an award.

8. **SAM.gov Interface**: For NEW Recipient DUNS (not found in DAADS), the system performs a service call to SAM and the recipient info appears in the "Search For Recipient" form results window.

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9. **Place of Performance Code**: The user must select the **PoP Project Type** if the Place of Performance country is ‘USA’. PoP Project Type indicates where the benefit of an award is felt and provides insight into the location or locations where work physically took place.

10. **PoP Project Type** is a drop down menu with the following selectable options:
11. Primary Place of Performance Foreign Location Description. If the Primary Place of Performance Country Code is other than "USA", the user is required to describe (as detailed as possible) where the predominant performance of the award will be accomplished.
DAADS Data Fields (cont.)

Other Data Fields worth mentioning:

12. *Action Date (former Obligation Date)*, derives the *Fiscal Year*.

13. *Action Date, Project Start Date, and Project End Date* format: MM/DD/YYYY, where YYYY is year, MM the month, and DD the day.

14. *Award Number* length is 13 char. *Mod Number* is 6 char. For DoD, Mod # should start with a “P” or “A” for Admin mods.

15. *Unique Record Identifier (URI) (for Batch Submitters)*: is unique to each record, composed by the Awarding Office Code, Mod Number, and Report Number.
DAADS Data Fields (cont.)

16. **FICE Codes** are systematically populated in the Recipient Information section upon DUNS being entered by the user.

17. **MOD Functionality.** Users have the ability to modify existing awards that are selected from the Search Awards screen. Some data elements will be prepopulated (i.e., Award Number, CFDA, among others).

18. **NEW Functionality.** Allows user to use a blank form to create a new award.

19. **New Validations:** DAADS validates the Mod Number based on the Type of Action field (i.e., users cannot enter a ‘0’ when the Type of Action is NOT ‘NEW Assistance Award’).
Procure-to-Pay

Training Symposium

April 3 - April 5, 2018 • Hilton Orlando - Orlando, FL