

**Reporting Requirements for the American Recovery and Reinvestment Act
(Recovery Act, or ARRA)
AoA Frequently Asked Questions (FAQs)***

1. What is Section 1512 data and when is it reported?

Section 1512 of the Recovery Act requires that funding recipients report a series of data elements to <http://www.federalreporting.gov> not later than 10 days after the end of each calendar quarter. These data elements (referred to as “1512 data”) include project description, project completion status, and estimate of the number of jobs created or retained, among others.

2. What data are reported to <http://www.federalreporting.gov> and what data are reported to AoA?

The White House Office of Management and Budget (OMB) has required that federal agencies also collect performance data from the recipients of the Recovery Act funding on a quarterly basis. AoA is requesting that grantees which have received ARRA funding for Chronic Disease Self-Management Programs report the numbers of unduplicated participants, as well as an unduplicated count of completers of at least 4 of 6 training classes. These cumulative data counts are due to AoA not later than 10 days after the end of each calendar quarter.

3. Do I need a DUNS # and a CCR #?

Prime recipients will need to register in CCR and obtain a DUNS #. Sub-recipients that received more than \$25,000 in Recovery Act funding will need a DUNS # (even if they have not been delegated reporting responsibility). Further information on obtaining a CCR # is available at <http://www.ccr.gov/FAQ.aspx> and on obtaining a DUNS # at <http://fedgov.dnb.com/webform>.

4. For what period of time do I need to report?

1512 and ARRA performance data is reported cumulatively from the date of award through the end of each calendar quarter, except for 1512 jobs data, which is reported quarterly.

5. When can a grantee funded under ARRA stop reporting?

A grantee can stop reporting the 1512 data to <http://www.federalreporting.gov> and the performance data to AoA once it has spent the Recovery Act funding. Once a prime recipient spends the funding and checks “Y” in the “Final Report” 1512 data field, no more 1512 reports are required. A grantee can stop reporting performance data to AoA

* These FAQs assume prior review of the June 22 and December 18 OMB Recovery Act Guidance found at http://www.whitehouse.gov/omb/recovery_default/ and the OMB Recovery Act FAQs found at http://www.whitehouse.gov/omb/recovery_faqs/.

once the Recovery Act expenditure totals submitted in the quarterly performance reports equal the award amounts.

6. In our State, the Governor's Recovery Act Office is submitting the 1512 data reports to <http://www.federalreporting.gov>. What is the grantee's responsibility? Can the central reporting office also submit the ARRA performance data to AoA?

When a central state office is doing the 1512 reporting, the grantee is responsible for collecting and checking the quality of the prime and sub-recipient data elements and transmitting them to the central state office in timely manner. The central state office cannot submit the quarterly ARRA performance reports to AoA. The grantee will submit the performance data to AoA quarterly via an on-line submission process.

7. Do I still have to report since I have not yet drawn down or spent any ARRA funds?

Yes. All grantees that have received ARRA awards, must report 1512 data to <http://www.federalreporting.gov>. If you have not drawn down or spent any of the funds, you must report "0" for funds received/invoiced and expended to <http://www.federalreporting.gov>.

8. I distributed part of my ARRA funding to vendors. What do I need to report for them?

If a vendor receives \$25,000 or more in Recovery Act funding from an SUA, then the SUA will need to report the amount the vendor received, a description of what was purchased, and the vendor's DUNS # or name and zip code. If a vendor receives \$25,000 or more in Recovery Act funding from a sub-recipient, then the prime recipient (or delegated sub-recipient) will need to report the vendor DUNS # or name and zip code. Prime recipients and sub-recipients cannot delegate reporting responsibility to vendors. See p. 7 in the June 22nd OMB Recovery Act Guidance for the definition of a vendor.

9. Congressional district is a mandatory field for prime and sub-recipients. How should sub-recipients complete this field since they span multiple congressional districts?

If the recipient's primary place of performance spans more than one congressional district, the recipient should pick the district that covers their headquarters (i.e. the address identified by their DUNS number). Single PSA states with one at-large representative (and thus no congressional districts) should report 00 for the congressional district. Recipients located in territories without Congressional representatives should also report 00 for this field.

10. Can I delegate reporting responsibility to some sub-recipients in my state and not to others?

No. According to OMB, the prime recipient must delegate reporting to all sub-recipients or to none of them (not counting those that receive less than \$25,000, which are reported by the prime recipient in the aggregate).

11. Do we need to report names and total compensation of each of our five most highly compensated officers?

Only if in the preceding fiscal year you received 80 percent or more of your annual gross revenues from federal funding and \$25 million or more in federal funding and the public does not already have access to the compensation information.

12. What is the AoA Recovery Act Web Portal?

The Recovery Act – Stimulus community is part of AoA’s on-line data community web portal available at <http://www.aodatacommunity.us>, where SUAs and AAAs/providers with delegated reporting responsibility can find reference and training materials, a discussion forum, and other information related to the ARRA reporting requirements.

13. Who should I contact with additional questions about Recovery Act reporting?

For general questions about Recovery Act reporting or to join the AoA Recovery Act Web Portal, contact Brian Lutz at 202-357-3530 or brian.lutz@aoa.hhs.gov. If you need help with registering at <http://www.federalreporting.gov>, submitting a report, reviewing a report, or other website functions, contact the Recovery Act Helpdesk at 877-508-7386 or Support@FederalReporting.gov. For assistance with performance data that is reported to AoA contact Jane Tilly at 202-357-3438 or jane.tilly@aoa.hhs.gov.