



**National Science Foundation (NSF)
American Recovery & Reinvestment Act of 2009 (ARRA)
Recipient Quarterly Reporting Instructions**

The following information is provided to assist NSF recipients in consistent and quality data quarterly reporting under ARRA. This chart provides a cross-walk of the data elements listed in the Recipient Reporting Data Model issued by OMB in the Final Production Release v.3.0. Guidance. The data model, however, has been modified to include only those data elements that are applicable to NSF assistance awards. In an effort to ensure data quality and to assist recipients in reporting accurate data for ARRA quarterly reports, NSF is providing additional information, where appropriate, for use by the recipient. Following this additional guidance will assist NSF in reviewing recipient reports. As new information becomes available, this document will be updated accordingly.

Many of the data elements that are required to be submitted in the quarterly recipient reports can be found on Research.gov, (www.Research.gov) using the Research Spending and Results Service. From the main page of Research.gov, click the Research Spending and Results link to navigate to the search page. Type in the applicable Award ID Number into the Awardee or Award Information box and click Search. A [help sheet](#) that illustrates the location of many of the requisite responses is available for use by the recipient community.

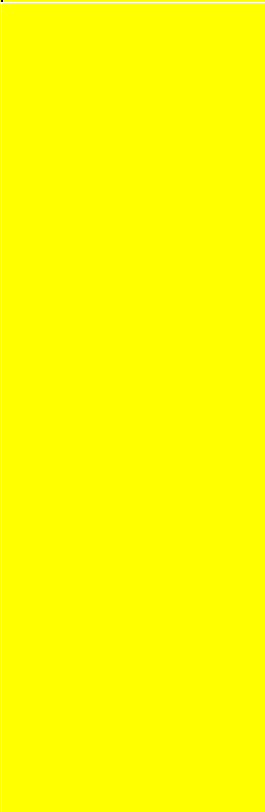
Data Elements	Yellow – Input (user provided)
	Blue – System provided (e.g. CCR, Agency Code Reference Table)

RECIPIENT DATA ELEMENTS									
	Data Element	OMB Definition (as specified in OMB Recipient Reporting Data Model, v3.0)	Type	Max Length	Example	Comments	Control	Validation and Business Rule(s)	Additional NSFGuidance, where applicable
1	Funding Agency Code	The Federal Agency name corresponding to the Federal Agency Code used.	string	55	6800	Federal Agency code is mandatory for Recipient Reporting. The Funding Agency is the agency that receives the ARRA funds through the ARRA funds appropriation.	April 1, 2009 Federal Register Transparency Act Guidance March 30, 2007. Initial Reference: fips95-2.pdf Latest Reference: NIST Special Publication 800-87		Select/Enter "4900" for all NSF awards.
2	Funding Agency Name	The Federal Agency name corresponding to the Federal Agency Code used.	string	55	ENVIRONMENTAL PROTECTION AGENCY	Inferred given the Funding Agency Code	April 1, 2009 Federal Register Transparency Act Guidance March 30, 2007	This field is inferred given the Funding Agency Code provided	This field will be auto-populated by FederalReporting.gov.

							Act Guidance March 30, 2007		should be shown for this award, contact the NSF Helpdesk to rectify the situation.
8	Parent DUNS Number	Unique Identifier of Parent Organization / Company (DUNS No.)	string	9	This field is inferred; obtained through CCR.	The System will pull the parent organization's DUNS# from CCR	Transparency Act Guidance March 30, 2007		This field will be auto-populated by FederalReporting.gov.
9	Recipient Type	This data element is inferred from CCR. The field inferred is "Business Type" in CCR.	string	300	2F - U.S. State Government M8 - Educational Institution	The System will pull this field from CCR	April 1, 2009 Federal Register	Fixed list from CCR	This field will be auto-populated by FederalReporting.gov.
10	CFDA Number	The Catalog of Federal Domestic Assistance (CFDA) number is the number associated with the published description of							

		<p>or federally awarded contract action funded by the Recovery Act. The status of the work that has been completed. This evaluation should be based on performance progress reports and other relevant non-financial performance information.</p> <p>Options for selection: Not started; Less than 50% completed; Completed 50% or more; Fully Completed.</p> <p>For awards funding multiple projects such as formula block grants, provide your best estimate of completion of all projects based on any aggregate data and information.</p>				<p>Options for selection:</p> <ul style="list-style-type: none"> • Not started; • Less than 50% completed; • Completed 50% or more; • Fully Completed. 	Register	field	
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employees and one part-time employee working half days would be reported as 2.5 FTE in each calendar quarter. A job cannot be reported as both created and retained. As used in this instruction, United States means the 50 States and the District of Columbia, and outlying areas means—

(1) Commonwealths.

(i) Puerto Rico.

(ii) The Northern Mariana Islands;

(2) Territories.

(i) American Samoa.

(ii) Guam.

(iii) U.S. Virgin Islands;
and

(3) Minor outlying islands.

(i) Baker Island.

(ii) Howland Island.

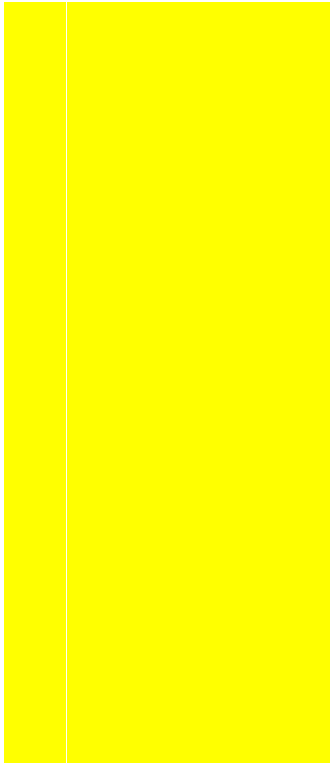
(iii) Jarvis Island.

(iv) Johnston Atoll.

(v) Kingman Reef.

(vi) Midway Islands.

“Jobs or positions retained”



¹ The data length of 18, 2 indicates total length of 18 characters with 2 characters after the decimal.

35	Total Federal Amount of ARRA Expenditure	Amount of recovery funds received that were expended to projects or activities ("Federal Share of Expenditures"). The cumulative total for the amount of Federal fund expenditures. For reports prepared on a cash basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense charged; the value of third-party in-kind contributions applied; and the amount of cash advance payments and payments made to subcontractors and Subawardees. For reports prepared on an accrual basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense incurred; the value of in-kind contributions applied; and the net increase or decrease in the amounts owed by the recipient for (1) goods and other property received; (2) services performed by employees, contractors, subcontractors, Subawardees, and other payees; and (3) programs for which no current services or performance are required. Do not include program income expended.	Currency (Dollar value - numeric)	18,2	200000.01	This only applies to grants and loans	April 1, 2009 Federal Register ARRA	Total Federal Amount of ARRA Expenditure should not exceed the Amount of Award.	<p>It is recognized that because of the timing of submission of these quarterly ARRA reports, the figure identified in this field may differ from that submitted on the quarterly FFR. Recipients should report figures to the best of their knowledge and ability at the time each report is due.</p> <p>For further information on allowable costs, please refer to Chapter V of the NSF Award and Administration Guide.</p>
36	Total Federal ARRA Infrastructure Expenditure	Total federal ARRA Infrastructure expenditure	Currency (Dollar value - numeric)	18,2	200000.01	This is a conditional field for investing in infrastructure	April 1, 2009 Federal Register	This is a conditional field for investing in infrastructure	ARRA Section 1512(c)(3)(E) requires that State and local governments making infrastructure investments must provide information on the purpose, total costs, rationale for the infrastructure project and contact information of an individual. Therefore, NSF does not anticipate that this field will be applicable to Foundation awards.

37	Infrastructure Purpose and Rationale	<p>Purpose and rationale of funds received for infrastructure investment with funds made available under the Recovery Act. Identify the purpose and explain how the infrastructure investment will contribute to one or more purposes of the Recovery Act:</p> <p>Purposes:</p> <p>(1) To preserve and create jobs and promote economic recovery.</p> <p>(2) To assist those most impacted by the recession.</p> <p>(3) To provide investments needed to increase economic efficiency by spurring technological advances in science and health.</p> <p>(4) To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits.</p> <p>(5) To stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.</p>	string	Variable (Maximum 4000 characters)		This is a conditional field. If reporting infrastructure investment, a rationale/explanation has to be provided.	April 1, 2009 Federal Register ARRA	This is a conditional field. If reporting infrastructure investment, a rationale/explanation has to be provided.	See instruction for field 36.

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Prime Recipient
indication of reporting
applicability

Names and total compensation of each of the five most highly compensated officers of the recipient for the calendar year in which the award is awarded if—

(i) In the recipient's preceding fiscal year, the recipient received—

(A) 80 percent or more of its annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and

(B) \$25,000,000 or more in annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and

(ii) The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the

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Prime Recipient Highly
Compensated Name(5)

Names of each of the five most highly compensated officers of the recipient for the calendar year in which the award is awarded if—

(i) In the recipient's preceding fiscal year, the recipient received—

(A) 80 percent or more of its annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and

(B) \$25,000,000 or more in annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and

(ii) The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the

		<p>appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R.</p> <p>(iii). Earnings for services under non-equity incentive plans. Does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.</p> <p>(iv). Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.</p> <p>(v). Above-market earnings on deferred compensation which are not tax-qualified.</p> <p>(vi). Other compensation. For example, severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the value for the executive exceeds \$10,000.</p>					fields		
58	Total Number of Sub-awards to individuals	Total Number of Sub-awards to individuals.	string	6	10	This is a mandatory field	April 1, 2009 Federal Register	This is a mandatory field	Federalreporting.gov permits aggregate reporting of subawards of any value awarded to individuals. Enter a count of the number of subawards awarded to individuals that have been aggregated in this report. In order to avoid double-counting, subawards that are individually reported and identified by subrecipient name should not be included in the aggregate count.
59	Total Amount of Sub-awards to individuals	Total Amount of Sub-awards to individuals.							

63	Total Amount of Sub-awards less than \$25,000/award.	Total Amount of Subawards less than \$25,000/award for the reporting quarter.	Currency (Dollar value - numeric)	18,2	20000.01	No single Sub-award can exceed \$24,999 or must be submitted individually	April 1, 2009 Federal Register	This is a mandatory field	Federalreporting.gov permits aggregate reporting of subawards valued at less than \$25,000. Enter a sum of dollars of subawards valued at less than \$25,000. In order to avoid double-counting, subawards that are individually reported and identified by subrecipient name, or included in the aggregate of awards to individuals should not be included in the aggregate sum.
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SUB RECIPIENT DATA ELEMENTS

80	Sub recipient Primary Place of Performance – Street Address 1	Sub recipient Place of Performance (city, state, congressional district, and country). The physical location of primary place of performance.	string	55		This field is optional.		This field is optional.	
81	Sub recipient Primary Place of Performance – Street Address 2		string	55		This field is optional		This field is optional	
82	Sub recipient Place of Performance - State		string	2	MD		April 1, 2009 Federal Register Transparency Act Guidance March 30, 2007	This field is mandatory	
83	Sub recipient Place of Performance – Country		string	2	US	This field is mandatory This is the 2 letter alpha code.		This field is mandatory	
84	Sub recipient Place of Performance – Zip Code + 4		string	9	220334902			This field is mandatory	
85	Sub recipient Place of Performance - City		string	35	Rockville			This field is mandatory	
86	Sub recipient Place of Performance - Congressional District		string	2	8	This field is mandatory		This field is mandatory	
87	Sub Recipient indication of reporting applicability	<p>Names and total compensation of each of the five most highly compensated officers of the sub recipient for the calendar year in which the awarded is awarded if—</p> <p>(i) In the sub recipient's preceding fiscal year, the sub recipient received—</p> <p>(A) 80 percent or more of its annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and</p> <p>(B) \$25,000,000 or more in annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and</p> <p>(ii) The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a),</p>	string	3	Yes	This is a Yes or No field		If all of the conditions in the definition apply the recipient or delegated sub recipient must report in the highly compensated fields	

		78o(d)) or section 6104 of the Internal Revenue Code of 1986.	
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89	Sub Recipient Highly Compensated Compensation(5) (Conditional)	<p>For the five most highly compensated officers of the sub recipient: total compensation</p> <p>“Total compensation” is defined for Grants and Loans: “Total compensation” means the cash and noncash dollar value earned by the executive during the sub recipient’s past fiscal year of the following (for more information see 17 CFR 229.402(c)(2)):</p> <p>(i). Salary and bonus.</p> <p>(ii). Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R.</p> <p>(iii). Earnings for services under non-equity incentive plans. Does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.</p> <p>(iv). Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.</p> <p>(v). Above-market earnings on deferred compensation which are not tax-qualified.</p> <p>(vi). Other compensation. For example, severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the value for the executive exceeds \$10,000.</p>	Currency Array (Dollar value - numeric)	18,2	<table border="1"> <tr> <td data-bbox="926 95 1131 381">100000.01</td> </tr> <tr> <td data-bbox="926 381 1131 415">500000.01</td> </tr> <tr> <td data-bbox="926 415 1131 449">400000.01</td> </tr> <tr> <td data-bbox="926 449 1131 548">350000.01</td> </tr> <tr> <td data-bbox="926 548 1131 1299">700000.01</td> </tr> </table>	100000.01	500000.01	400000.01	350000.01	700000.01	This is a conditional field based on the sub recipient indication of reporting applicability data element.	April 1, 2009 Federal Register	<p>This is a conditional field based on the “Sub Recipient indication of reporting applicability” data element</p> <p>If all of the conditions in the definition apply the recipient must report in the highly compensated fields</p>	
100000.01														
500000.01														
400000.01														
350000.01														
700000.01														

VENDOR DATA ELEMENTS

90	Award Number – Prime Recipient Vendor	Identifying Number Assigned by the prime recipient.	string	50	Varies by award and agencies	Complete this field if submitting Prime Recipient vendor information.	April 1, 2009 Federal Register Transparency Act Guidance March 30, 2007	This is a mandatory field for Prime Recipient Report
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