ARRA FDP Plenary Session September 22, 2009

NIH Information

www.nih.gov/recovery

Recipient Reporting Resources

- Reports will be entered at www.FederalReporting.gov and will be publicly available at www.recovery.gov
  - Includes web based form, MS Excel template and XML schema options for report submission
  - New Excel Template Posted 9/16/2009 on FederalReporting.gov

- Is YOUR institution registered? OMB is concerned about potential system issues for recipients that are waiting to register.   NIH will be trying to contact Signing Officials for institutions that appear to not have registered yet.

Recipient Reporting Resources (cont)

- OMB Data Model v.3.0
  - OMB released the Recipient Reporting Data Model v3.0 for ARRA, Quarter Ending September 30, 2009.
  - Includes a Data Dictionary describing the data elements specifically required for recipient reporting
- Additional NIH guidance (*based on the OMB Data Model*):
  http://grants.nih.gov/recovery/Data_Dictionary.xls
  - Revised 9/8/2009; revisions are marked "Updated 9.8.09"
  - Subsequent updates to be similarly noted

Recipient Reporting Resources (cont)

- NIH FAQs address ARRA recipient reporting NIH-specific concerns: http://grants.nih.gov/recovery/faqs_recovery.html

- ARRA Quarterly Report Sample Templates: http://grants.nih.gov/recovery/sample_quarterly_reports.html

- ARRA Data Reports: http://report.nih.gov/recovery/index.aspx

  (*includes most data needed for quarterly reports, including link to abstracts*)

More at http://grants.nih.gov/recovery

Recipient Reporting Resources (cont)

- HHS Readiness Tool
  - HHS is developing a tool for all HHS agencies to provide recipients as much of the data as possible
  - Will not be "pre-population" into the OMB system
  - Will still require copy/paste into whatever OMB transmission you will be using
  - Expect link to be available at: http://www.hhs.gov/recovery/
  - Tool not likely to be available until at least 9/30 or later
- NIH Interim Tool found at: http://report.nih.gov/recovery/index.aspx

Agency Review

- HHS developing standards for a limited data quality review to identify "Material Omissions" and "Significant Errors" (per OMB Guidance)

- Material Omissions = Report Not Submitted

- Significant Errors:
  - Award amount differs from agency records
  - Award date differs from agency records
  - Expenditure amount >award amount
  - Unreasonably high job estimates

Agency Review (cont)

- NIH continues to develop agency plans
- Activity will be centralized; we don't expect IC program/grants management staff to be routinely involved
- Data from OMB system will be downloaded at NIH. Note we can only download the entire dataset. Will need to immediately "scrub" the data for just NIH records. An accurate agency code of **7529** will be critical!

Agency Review (cont)

- Agencies have only 7 calendar days to conduct these reviews (22nd – 29th)

- Will probably start a preliminary review with data submitted as of 10/11

- NIH continues to work out the process for flagging records in the OMB system for "significant errors"

- Material omissions (missing reports) to be reported to Recovery Act Board.

Q: Do awards issued in September need to be reported in the October Report?

Answer: Yes. All awards issued prior to the reporting due date will be required to be included in the quarterly report. Therefore, for the October 2009 report, all NIH awards issued on or before 9/30/2009 must be included. However, NIH anticipates that no activity would be reportable for such awards. Consequently, it would be acceptable to indicate "Not Started" for the Project Status and "0" for the Number of Jobs. NIH also plans to take into consideration this timing issue as part of our review of the data submitted.

Q: What about awards received on 9/30/2009 or after?

Answer: NIH continues to work with HHS to determine if we can "freeze" a data set as of a certain date. Meanwhile, NIH will be taking into account the award issue date in our data quality review.

Q: State Colleges/Universities: Can States report for them?

Answer: No. NIH's position is that the recipient is considered the College/University, not the state. The reporting requirement is a requirement of the recipient; therefore, NIH expects the College/University to manage this requirement. In addition, should any follow-up or clarification be needed for a particular report, NIH would contact the College/University.

Q: Does each ARRA supplement need to be reported separately?

Answer: Yes, for each separate award (S1, S2, etc), a separate report is expected. These were issued as unique awards and often will have distinct budget/project periods.

This is necessary since we have obligations to separately report on some programs such as the Summer Research Experience Supplements. Further, the description of each supplement is different.

Q: Should S10s report job information?

Answer: No. S10s awarded no funds in the personnel Budget categories. Therefore, we do not expect any jobs information to be submitted for these.

Q: Should Jobs be Reported for Admin Supplements that were solely for Equipment?

Answer: No. However, recipients should make it clear in the Award Description and Quarterly Activities/Project Description that the award was for equipment only.

Where to go for help?

- NIH Recipient Reporting Website: http://grants.nih.gov/recovery/recipient_reporting.html

- For questions about NIH-specific reporting: grantsinfo@nih.gov . Subject Line = ARRA Quarterly Reporting Question *(We have dedicated resources just for Recipient Reporting);*

- For questions on FederalReporting.gov:

https://www.federalreporting.gov/federalreporting/help.do