

## **Principles for Electronic Commerce in Grants Administration**

- **Principle 1:** The interests of the funding entities, recipient organizations, and general public are best served when initiatives that involve electronic interactions between a federal funding entity and recipient organization are undertaken within the context of the implementation of PL 106-107
- **Principle 2:** Consultation with recipients early in system development increases both utility and satisfaction
- **Principle 3:** Interoperable systems for the electronic exchange of data in support of grants administration processes are possible only when government-wide data standards, such as the ANSI X-12 transaction sets are used
- **Principle 4:** The promise of electronic commerce in grants administration depends on each funding entity and recipient organization implementing one of the approved data exchange mechanisms.
- **Principle 5:** Funding entities must respect recipient organizations' need to know what is being proposed by individuals and groups within the organization, and the role organizations play in providing quality control over proposal submissions, and monitoring deliverables
- **Principle 6:** Data should be collected once, at its inception, without redundant data entry
- **Principle 7:** Electronic data must be secure from unauthorized access during transmission, storage, and subsequent use by the funding entity
- **Principle 8:** The utility of systems to be used by recipients is greatly enhanced when the systems are pre-loaded with as much funding agency legacy data as possible.
- **Principle 9:** Data integrity is essential
- **Principle 10:** System performance must be adequate for the processes and applications supported
- **Principle 11:** Funding entities are responsible for providing training and support of recipient organization personnel