

ARS  NIFA  ERS  NASS

*Bulletin*

**Title:** Implementation of Office of Management and Budget Grant and Cooperative Agreement Requirements: Data Universal Number System/Central Contractor Registration (DUNS/CCR) Registration and Sub-award Reporting

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This Bulletin outlines the policies for requiring a DUNS number and CCR registration, and subaward reporting requirements.

## Acronyms

ADO	Authorized Departmental Officer
ADODR	Authorized Departmental Officers Designated Representative
ARIS/AIMS	Agricultural Research Information System/Agreements Information Management System
ARS	Agricultural Research Service
CCR	Central Contractor Registration
DUNS	Data Universal Number System
EAD	Extramural Agreements Division
ERS	Economic Research Service
NASS	National Agricultural Statistics Service
U.S.C.	United States Code

## Definitions

**Authorized Departmental Officer** - An ARS, ERS, or NASS employee with delegated authority to negotiate, award, administer, and close out agreements. The ADO is the only person who can obligate funds or commit the resources of the Agency with regard to extramural agreements.

**Central Contractor Registration** - The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards.

**Cooperator/Recipient Table** - A list of Cooperators/Recipients located in the ARIS/AIMS system. (*Applicable to ARS agreements only.*)

**Cooperator/Recipient** - Any State cooperative institution, State department of agriculture, college, university, other research or educational institution or organization, Federal or private agency or organization, individual, or any other party identified by ARS, ERS, or NASS to participate in extramural projects.

**Data Universal Number System** - A unique, non-indicative 9-digit identifier issued and maintained by Dun & Bradstreet (D&B) that verifies the existence of a business entity globally. D&B assigns DUNS numbers for each physical location of a business.

**Extramural Agreement** - Any of the following instruments: Non-Funded Cooperative Agreement, Specific Cooperative Agreement, Standard Cooperative Agreement, Incoming Agreements, i.e., Trust Fund Cooperative Agreement and Reimbursable Cooperative Agreement, Assistance-Type Cooperative Agreement, Grant, Research Support Agreement or Cost Reimbursable Agreement, and Memoranda of Understanding. These agreements are awarded or accepted by ARS, ERS, and NASS under the following authorities: 7 U.S.C. 3318(b); 7 U.S.C. 3318(c); and, 7 U.S.C. 3319(a).

**Subaward** - A monetary award made under an award by a Cooperator to an eligible subrecipient. The subaward provides substantive support for the performance of the project for which the award was originally received.

**Subrecipient** - The legal entity to which a subaward is made and which is accountable to the Cooperator for the use of the funds provided. The subrecipient may include foreign or international organizations (such as agencies of the United Nations).

## **Purpose**

This Bulletin provides guidance and procedures for the implementation of:

- [2 CFR Part 25, Financial Assistance Use of Universal Identifier and Central Contractor Registration](#) which requires Cooperators/Recipients (except individuals) to have a DUNS number and maintain a current registration in the CCR.
- [2 CFR Part 170, Requirements for Federal Funding Accountability and Transparency Act Implementation](#) which requires recipient reporting of subawards and executive compensation. 2 CFR Part 170 is a requirement of the [Federal Financial Accountability and Transparency Act of 2006](#).

## **Policy**

### **DUNS/CCR Requirements**

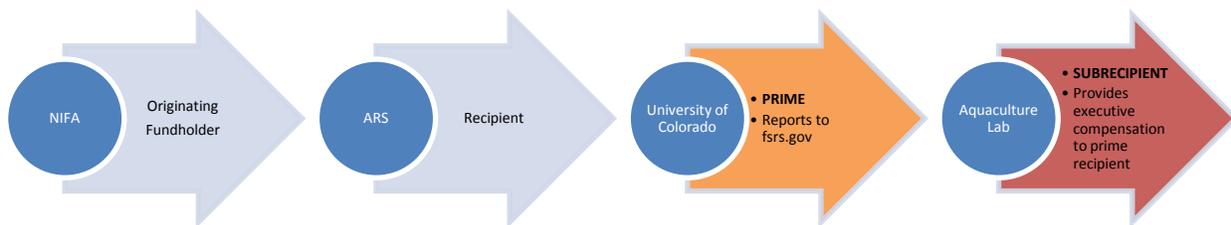
- All Cooperators/Recipients (except individuals), who are awarded an extramural agreement on or after October 1, 2010, must have a DUNS number and maintain a current CCR registration.
- Recipients who award subawards on or after October 1, 2010, must ensure that the subrecipient has a DUNS number and a current CCR registration.
- In rare instances, a foreign cooperator whose award or subaward is less than \$25,000 can request a waiver from EAD. EAD may approve the request for a waiver, when it is impractical for the foreign cooperator to comply with the DUNS and CCR requirements.
- The terms and conditions outlined in [2 CFR Part 25](#) must be included in all agreements and amendments awarded on or after October 1, 2010. The REE-451 has been revised accordingly.
- The ADO/EAD must review and verify that the Cooperator/Recipient has an active and valid CCR registration for every award or amendment at:

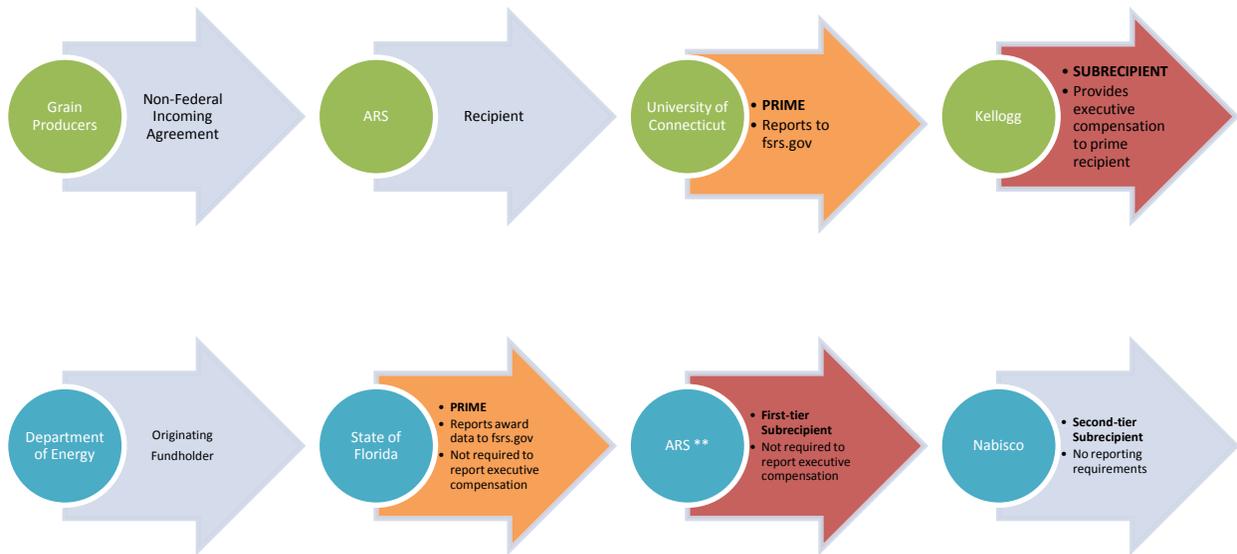
<https://www.bpn.gov/CCRSearch/Search.aspx>.

- The DUNS number is required in ARIS/AIMS. See [ARIS/AIMS Manual, Chapter 4D](#) for instructions. (*Applicable to ARS Agreements only.*)

### **Subaward Reporting Requirements**

- Effective October 1, 2010, prime recipients, who provide a subaward to a first-tier subrecipient, are required to report each action that obligates \$25,000 or more in Federal funds to [www.fsrs.gov](http://www.fsrs.gov).
- Recipients and subrecipients are required to report total compensation for each recipient's five most highly compensated individuals, if certain criteria are met ([Appendix A to Part 170 - Award Term, Sections B and C](#)). **Federal Agencies are exempt from reporting executive compensation.**
- The terms and conditions outlined in to [2 CFR Part 170](#) must be included in all agreements and amendments awarded on or after October 1, 2010. The REE-451 has been revised accordingly.
- EAD is responsible for monitoring all grants and cooperative agreements for compliance at [www.fsrs.gov](http://www.fsrs.gov). If the Cooperator identifies subawards on the [REE-26](#), EAD will ensure, within 90 days of the award date, that the Cooperator has reported the subaward information to [www.fsrs.gov](http://www.fsrs.gov).
- The procurement of property or services needed to carry out the research project, i.e., the services supplied on a Research Support Agreement or Cost Reimbursable Agreement are not subject to these reporting requirements ([Appendix A to Part 170 - Award Term, Section E, Definitions](#)).
- Here are some possible **scenarios**:





- The prime recipient is not identified until the funds leave the Federal Government.
- Transactions between Federal agencies are considered interagency agreements.

\*\*Federal agencies are exempt from reporting executive compensation.

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