

## IMPORTANCE OF TIMELY D2 REPORTING

### REPORTING AWARDS TIMELY PER OMB M-20-21

- All non-loan financial assistance awards must be reported to USAspending.gov via File D2 within 2 weeks of award.
- All loan financial assistance awards must be reported to USAspending.gov via File D2 within 30 days of award.
- All procurement awards must be reported to FPDS-NG daily. The data is pulled into USAspending.gov nightly.
- Reporting of all financial transactions (File C) is required monthly.

### IMPORTANCE OF SYNCHRONIZING FILES C AND D REPORTING

The display of awards on USAspending occurs when a new D1/D2 record is published. Financial data cannot be displayed until the File D1/D2 data has been published to the site.

- File C data is added to the award displayed at USAspending.gov.
- If the D1 or D2 record has not been published on USAspending.gov, the File C data cannot be displayed to the public.

### UNTIMELY REPORTING

- If an award is financially obligated in FMMI at the end of September it is reported on File C for that month.
- File D2 is only submitted twice monthly (earliest is the 3<sup>rd</sup> of the month) as allowed by OMB.
- It is understandable that an award (and the File C data) might not appear on the site until late October.

**This is why timely reporting is critical.**

### TIMELY CORRECTION OF D2 ERRORS IS ESSENTIAL

File D2 timely reporting of awards is further delayed if either OCFO/FMS or USAspending finds errors in a record. It is **essential** that errors be corrected and resubmitted in the next D2 reporting window. OCFO has added “clean-up” processing dates for the 6<sup>th</sup> and 21<sup>st</sup> to assist agencies in attaining a quick turnaround and timely reporting.

### PUBLICATION OF REPORTED AWARDS AT USAspending.gov

Agencies should expect valid records to be displayed at USAspending.gov 2-3 days after each processing date on the 3<sup>rd</sup>, 6<sup>th</sup>, 18<sup>th</sup> and 21<sup>st</sup> of each month.

### CONFIRMATION OF SUCCESSFUL PUBLICATION

Agencies should plan to review publication of reported awards at USAspending.gov at least 3-4 days after each processing date. If a record is not found on USAspending and is not included in either the FMS/OCFO or the USAspending Error Reports, agencies should contact TARD for investigation.