

REPORTING A CHANGE IN AWARD FUNDING

DATA Act mandates that all Federal award must be reported to USAspending for public view. This requirement applies even if an award is cancelled or partially deobligated. Always keep in mind that the dollar amounts reported on File D2 must reflect the financial system data being reported on File C each quarter.

Below are several examples of events which may cause a change in the dollar amount originally reported for an award. An explanation of how to report each type of change in funding is provided. Deletion of the original award from USAspending is not allowed for any of these events.

- **An award was made to a recipient and later additional funding was provided for the project.**

The original award must remain on USAspending.

The additional funding will be reported using Action Type B: Continuation. A Modification Number must be used.

The Federal Action Obligation field should report only the additional dollars. USAspending will calculate all reported dollar amounts and display the total award amount on the web site.

B

Continuation: Funding in succeeding budget period which stemmed from prior agreement to fund amount of the current action.

- **An award was made but later cancelled in full.**

The original award must be reported and remain on USAspending.

The cancellation of the award will be reported as a deobligation using Action Type C: Revision. A Modification Number must be used. The Federal Action Obligation field will report the rescinded dollar amount. USAspending will calculate all reported dollar amounts (i.e. the original amount and the rescinded amount) to display a total award amount of \$0.

C

Revision: Any change in Federal Government's financial obligation or contingent liability in existing assistance transaction amount of the change in funding; or any change in Recipient Name, Recipient Address, Project Period or Project Scope

- **An award was made to a recipient but was rescinded after the project began and recipient received funds.**

The original award must remain on USAspending.

The rescinding of the award will be reported as a deobligation using Action Type C. A Modification Number must be used. The Federal Action Obligation field will report the deobligated dollar amount. USAspending will calculate all reported dollar amounts and display only the dollars that were paid to the recipient.

C

Revision: Any change in Federal Government's financial obligation or contingent liability in existing assistance transaction amount of the change in funding; or any change in Recipient Name, Recipient Address, Project Period or Project Scope

- **An award project was funded and completed, but the funds were not fully expended.**

The unexpended dollars are recorded in the financial system and need to be reflected in another File D2 report. The original award must remain on USAspending. The amount of the refund/deobligation will be reported using Action Type D, a Modification Number, and a negative amount in the Federal Action Obligation field. USAspending will calculate the final amount and display as the total award amount.

D

Funding adjustment to a completed project