



**National
Endowment
for the Arts**
arts.gov

MANAGE YOUR AWARD

www.arts.gov/grants/manage-your-award

*General Terms & Conditions for State Arts Agencies,
Regional Arts Organizations, and Local Arts Agencies***

Payment request form and instructions

Final report forms and instructions

FFATA reporting requirements

State & Regional Handbook

"My Grant", including payment status and report due dates

grants@arts.gov | 202.682-5403

OTHER RESOURCES

COUNCIL ON FINANCIAL ASSISTANCE REFORM | www.cfo.gov/cofar

Information, FAQs, webinars, and training documents
about the new Uniform Guidance

FEDERAL SUBRECIPIENT REPORTING SYSTEM | www.fsrs.gov

Registration and reporting instructions

FEDERAL SERVICE DESK | www.fsd.gov

Technical assistance with SAM and FSRS

eCFR | www.ecfr.gov

Full text of Part 200



NEW REQUIREMENTS FOR "PASS-THROUGH" ENTITIES

§200.331 "(a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and *if any of these data elements change, include the changes in subsequent subaward modification.*

When some of this information is not available, the pass-through entity must provide the *best information available* to describe the Federal award and subaward."

New data required for the Award Notice:

- Subrecipient name (must match DUNS)
 - Subrecipient DUNS Number
 - Federal Award ID aka FAIN (NEA grant number)
 - Federal Award Date (from NEA award letter);
 - Subaward Period of Performance Start and End Date
 - Amount of Federal Funds Obligated by action
 - Total Amount of Federal Funds Obligated to the subrecipient
 - Total Amount of the Federal Award
 - Federal award project description (from NEA award letter)
 - Name of Federal awarding agency and pass-through entity/contact information
 - CFDA Number and Name (from NEA award letter)
 - Identification if the award is R&D (Research & Development)
 - Indirect cost rate for the subaward (including if the de minimis rate is charged)
- } Generally, these will all be the same

In addition, SAAs must:

- Inform subrecipients of all Federal statutes, regulations and terms and conditions that "flow down".
- Communicate additional requirements necessary for SAA to meet Federal award requirements (e.g. information required for final descriptive and financial reports.)
- Allow subgrantees to use federally-negotiated indirect cost rate or a de minimis indirect cost rate.
- Require that subrecipients permit the SAA/auditors to access records and financial statements.
- Inform subrecipients of all other terms and conditions concerning closeout of the subaward.
- Evaluate subrecipient's risk of potential noncompliance (may include review of prior performance, previous audit findings, substantial changes in personnel or organizational systems, and results of other Federal audits/ reports).
- Impose specific subaward conditions as needed.
- Monitor subrecipient for compliance (may include review of financial and programmatic reports, identification of any deficiencies, and the provision of training and technical assistance to the subrecipients as needed.)
- Take enforcement action against noncompliant subrecipients as needed.

STAY TUNED!

****The NEA will be issuing new General Terms and Conditions for Partnership awards in early 2015.**