

## **G5 News and Information Page – Notification to Grantees**

As you are aware, the U.S. Department of Education (the Department), along with the rest of the Federal government, continues to implement the requirements of 2 CFR part 200, the Uniform Guidance. In that light, the Department would like to share the following changes to its Discretionary Grant Award Notification (GAN) document that comply with the requirements in 2 CFR § 200.210, *Information contained in a Federal Award*, of the Uniform Guidance. The GAN changes are scheduled to “go-live” on November 23, 2015.

### **G5 GRANT AWARD NOTIFICATION (GAN) CHANGES**

See enclosure 1 for the following:

#### **GAN BLOCK 2 – Award Information**

1. **RESEARCH AND DEVELOPMENT** – In block 2, below the AWARD TYPE (the category in which funding for this award is provided, i.e., Discretionary, Formula, or Block), G5 will populate the terms, “Research and Development” when the awarded grant is a research and development grant.

#### **GAN BLOCK 8 – Administrative Information**

2. In block 8, under REGULATIONS, “2 CFR AS APPLICABLE,” is referenced.

#### **GAN BLOCK 10 -**

3. **GRANTEE NAME** - G5 will automatically populate in block 10, from the System for Award Management (SAM), the GRANTEE NAME and address that are registered in SAM and that are tied to the DUNS number registered in SAM. This name, address and the associated DUNS are what are displayed in the SAM Public Search.
4. **PROGRAM INDIRECT COST TYPE** - The PROGRAM INDIRECT COST TYPE, which identifies the type of indirect cost permitted under the program (i.e. Restricted, Unrestricted, or Training), will appear under the GRANTEE NAME.
5. **PROJECT INDIRECT COST RATE**– Below the PROGRAM INDIRECT COST TYPE, the PROJECT INDIRECT COST RATE that is applicable to the grant project will be displayed.

#### **EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION**

The explanations that appear on this page of the GAN were updated, where applicable, to reflect noted changes.

**GRANT AWARD NOTIFICATION**

<p>1 RECIPIENT NAME  Test Application 2 64 Lane Way Washington, DC 20202 - 1234</p>	<p>2 AWARD INFORMATION  PR/AWARD NUMBER H380W150003 ACTION NUMBER 1 ACTION TYPE New AWARD TYPE Discretionary Research and Development</p>																				
<p>3 PROJECT STAFF  RECIPIENT PROJECT DIRECTOR Test Tester (123) 456-7890 <a href="mailto:testing2015@nodomain.com">testing2015@nodomain.com</a> EDUCATION PROGRAM CONTACT John Doe (202) 245-0000 <a href="mailto:john.doe@ed.gov">john.doe@ed.gov</a> EDUCATION PAYMENT HOTLINE G5 PAYEE 888-336-8930 HELPDESK <a href="mailto:edcaps.user1212@NODOMAIN">edcaps.user1212@NODOMAIN</a></p>	<p>4 PROJECT TITLE  84.380W Testing Release 64</p> 																				
<p>5 KEY PERSONNEL</p> <table border="1"> <thead> <tr> <th><u>NAME</u></th> <th><u>TITLE</u></th> <th><u>LEVEL OF EFFORT</u></th> </tr> </thead> <tbody> <tr> <td>Test Tester</td> <td>Project Director</td> <td>10 %</td> </tr> </tbody> </table>		<u>NAME</u>	<u>TITLE</u>	<u>LEVEL OF EFFORT</u>	Test Tester	Project Director	10 %														
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<p>9 LEGISLATIVE AND FISCAL DATA</p> <p>AUTHORITY: PL 108-446 PT.D INDIVIDUALS WITH DISABILITIES EDUCATION ACT PROGRAM TITLE: SPECIAL EDUCATION -- SPECIAL OLYMPIC EDUCATION PROGRAMS CFDA/SUBPROGRAM NO: 84.380W</p> <table border="1"> <thead> <tr> <th>FUND CODE</th> <th>FUNDING YEAR</th> <th>AWARD YEAR</th> <th>ORG.CODE</th> <th>CATEGORY</th> <th>LIMITATION</th> <th>ACTIVITY</th> <th>CFDA</th> <th>OBJECT CLASS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0300A</td> <td>2015</td> <td>2015</td> <td>EH000000</td> <td>B</td> <td>K07</td> <td>000</td> <td>380</td> <td>4101C</td> <td>\$178,933.00</td> </tr> </tbody> </table>		FUND CODE	FUNDING YEAR	AWARD YEAR	ORG.CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0300A	2015	2015	EH000000	B	K07	000	380	4101C	\$178,933.00
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## GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: H380W150003  
RECIPIENT NAME: Test Application 2  
GRANTEE NAME: PSEUDO RECIPIENT  
PSEUDO ADDRESS PSEUDO  
CITY STATE  
PROGRAM INDIRECT COST TYPE: Unrestricted  
PROJECT INDIRECT COST RATE: 10%

### TERMS AND CONDITIONS

- (1) The Office of Management and Budget requires all Federal agencies to assign a Federal Award Identifying Number (FAIN) to each of their financial assistance awards. The PR/AWARD NUMBER identified in Block 2 is your FAIN.

If you subaward under this grant, you must document the assigned PR/AWARD NUMBER (FAIN) identified in Block 2 of this Grant Award Notification on each subaward made under this grant. The term subaward means:

1. A legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  2. The term does not include your procurement of property and services needed to carry out the project or program (The payments received for goods or services provided as a contractor are not Federal awards, see 2 CFR 200.501(f) of the OMB Uniform Guidance: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards").
  3. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- (2) THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT:
- 1) THE RECIPIENT'S APPLICATION (BLOCK 2),
  - 2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS, 2 CFR PART 180 AS ADOPTED IN 2 CFR 3485, AND 2 CFR PART 200 AS ADOPTED AT 2 CFR 3474 (BLOCK 8), AND
  - 3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS (BLOCK 8)

IN ACCORDANCE WITH 2 CFR 200.308(c)(2), CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 5 MUST RECEIVE PRIOR APPROVAL FROM THE DEPARTMENT.

THE RECIPIENT IS REQUIRED TO SUBMIT ALL NECESSARY REPORTS TO THE DEPARTMENT OF EDUCATION WITHIN 90 DAYS AFTER THE END OF FEDERAL SUPPORT (BLOCK 6).

- (3) Unless program regulations expressly limit indirect cost charges, the indirect cost rate identified on the U.S. Department of Education Budget Information Non-Construction Programs Form 524 Section A, B, and C (ED Budget Form 524), or any other application document that was approved for this grant applies to this budget period. If you have a negotiated indirect cost rate, and re-negotiate a new rate with your cognizant agency before the end of this budget period, you cannot apply the new rate to this grant until the start of the next budget period, unless ED amends your Grant Award Notification, prior to the start of your next budget period, to reflect the new approved rate. You cannot charge the new indirect cost rate to this grant until we amend the Grant Award Notification to reflect the renegotiated indirect cost rate. For new grants using the temporary rate, ten percent of budgeted salaries and wages, an indirect cost rate agreement must be submitted to ED for approval within 90-days of this grant award. Once approved, ED will amend your Grant Award Notification to reflect your new approved indirect cost rate.

\_\_\_\_\_  
AUTHORIZING OFFICIAL

\_\_\_\_\_  
DATE

## EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

**For Discretionary, Formula and Block Grants** (See Block 2 of the Notification)

-  **1. RECIPIENT NAME** - The legal name of the recipient or name of the primary organizational unit that was identified in the application, state plan or other documents required to be submitted for funding by the grant program.
- 2. AWARD INFORMATION** - Unique items of information that identify this notification.
-  **PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number." The PR/Award Number is also known as the Federal Award Identifying Number, or FAIN.
- ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
- ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
-  **AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK. If this award was made under a Research and Development grant program, the terms RESEARCH AND DEVELOPMENT will appear under DISCRETIONARY, FORMULA OR BLOCK.
- 3. PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
- \*RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
- EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business management concerns of the Department.
- EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
- 4. PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
- 5.\* KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
- 6. AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
- BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
- PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
- \*FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
- 7. AUTHORIZED FUNDING** - The dollar figures in this block refer to the Federal funds provided to a recipient during the award periods.
- \*THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
- \*BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
- \*PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
- RECIPIENT COST SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
- RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be required to provide the non- federal funds.
- 8. ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.

**DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.

 **\*REGULATIONS** - Title 2 of the Code of Federal Regulations(CFR), Part 200 as adopted at 2 CFR 3474; the applicable parts of the Education Department General Administrative Regulations (EDGAR), specific program regulations (if any), and other titles of the CFR that govern the award and administration of this grant.

**\*ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.

**9. LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.

 **FUND CODE, FUNDING YEAR, AWARD YEAR, ORG.CODE, PROJECT CODE, OBJECT CLASS** - The fiscal information recorded by the U.S. Department of Education's Grants Management System (G5) to track obligations by award.

**AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).

**10. TERMS AND CONDITIONS** - Requirements of the award that are binding on the recipient.

**\*PARTICIPANT NUMBER** - The number of eligible participants the grantee is required to serve during the budget year.

 **\*GRANTEE NAME** - The entity name and address registered in the System for Award Management (SAM). This name and address is tied to the DUNS number registered in SAM under the name and address appearing in this field. This name, address and the associated DUNS is what is displayed in the SAM Public Search.

 **\*PROGRAM INDIRECT COST TYPE** - The type of indirect cost permitted under the program (i.e. Restricted, Unrestricted, or Training).

 **\*PROJECT INDIRECT COST RATE** - The indirect cost rate applicable to this grant.

**\*AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award

**FOR FORMULA AND BLOCK GRANTS ONLY:**

**(See also Blocks 1, 2, 4, 6, 8, 9 and 10 above)**

**3. PROJECT STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.

**7. AUTHORIZED FUNDING**

**CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.

**PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.

**CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

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\* This item differs or does not appear on formula and block grants.