

Awardee Share Procedures

Procedures for Correctly Reporting Awardee Share on the FAADS/FAADS Plus reporting screen in STRIPES

To ensure proper reporting by DOE to USASpending.gov, you must enter the awardee share (also known as the cost share, recipient share, and non-federal share) manually on the FAADS/FAADS Plus reporting screen in STRIPES. The FAADS/FAADS Plus file is the financial assistance equivalent of the FPDS-NG data entry for acquisition awards.

The awardee share amount is not system generated on the FAADS/FAADS Plus reporting screen like the obligation amount is.

The fields on the FAADS/FAADS Plus form which must be entered when reporting a Cost-share Financial Assistance Award are:

Field #17 Non-Federal Funding Sign

Choose 'Obligation', which refers to a positive amount (sign), or 'Deobligation', which refers to a negative amount (sign).

Field #18 Non-Federal Funding Amount

For the base award, you must enter the Cost Share for the entire project period as shown in block 12 on the Assistance Agreement Form. Note that there are 3 dollar amounts in this block and that the Cost Share is the second amount.

For modifications, you must enter only the amount of the decrease or increase to the non-federal share from the amount shown in block 12 on the Assistance Agreement Form from the previous modification.

In other words, amount entered on the FAADS/FAADS Plus reporting form is not a replacement value to that previously reported.

For example, if you have a base award for a 2 year project period with a non-government share of \$2,000,000 in block 12 on the Assistance Agreement Form, you would enter 'Obligation' in block # 17 on the FAADS/FAADS Plus reporting screen in STRIPES and you would enter 2000000 in block # 18 on the FAADS/FAADS Plus reporting screen in STRIPES.

You would not enter any Non-Federal share on subsequent modifications unless a modification was done to increase or decrease the Non-Federal share. An example would be a renewal modification to add to the project period. In this example, if a renewal was done to add an additional year to the project period and block 12 on the Assistance Agreement Form now shows a Cost Share amount of \$3,000,000, you would enter 'Obligation' in block # 17 on the FAADS/FAADS Plus reporting screen in STRIPES and you would enter 1000000 in block # 18 on the FAADS/FAADS Plus reporting screen in STRIPES. \$1M being the difference between the amount shown for Cost share in block 12 on the

Assistance Agreement Form for the current modification and the amount shown for Cost share in block 12 on the Assistance Agreement Form for the previous modification.

If you are terminating an award and zeroing out the obligations, you must ensure that you also deobligate the entire non-federal share on the FAADS/FAADS Plus reporting screen.

We will request that the above instructions be added to the STRIPES manual entitled '1. Creating a Grant in STRIPES' when this manual is updated.