

# Grants Training

Module 3, Lesson 2



Council on Financial Assistance Reform (COFAR)

**FEDERAL GRANTS MANAGEMENT 101**

# Uniform Guidance

## Subpart C Pre-Federal Award Requirements and Contents of Federal Awards

### Lesson 2



## 2

### Lesson 2:

#### Subpart C - Pre-Federal Award Requirements and Contents of Federal Awards

At the completion of this lesson, you will have a basic understanding of Subpart C of the Uniform Guidance which describes the pre-award responsibilities of Federal awarding agencies and the contents of Federal awards.





## Subpart C Pre-Federal Award Requirements and Contents of Federal Awards



Subpart C contains instructions and other pre-award guidance to be used in the funding announcement and application process for Federal grants and cooperative agreements, including standard application requirements and specific award conditions.



Use of Grant Agreements,  
Cooperative Agreements, and  
Contracts - 201



## Subpart C

A Grant is used if the principal purpose is to carry out a public purpose of support or stimulation authorized by law of the United States. A grant is not the appropriate award instrument to acquire property or services for direct benefit or use of the United States Government.

A Cooperative Agreement has the same characteristics described above for grants, but includes substantial involvement between the Federal awarding agency and the recipient when carrying out the programmatic activity contemplated in the agreement.

Select to see an Example



Use of Grant Agreements, Cooperative Agreements, and Contracts - 201



## Subpart C

### Example:

A cooperative agreement from USDA was awarded to a university to help provide economic development training to communities in rural areas.

The public purpose is achieved through improving economic development in communities and the substantial involvement is carried out by USDA staff who work directly with university staff to develop the training and give it to communities.

Both the university and USDA staff have expertise in economic development, and work together to fully implement the training program.

Select to return to previous slide



Use of Grant Agreements,  
Cooperative Agreements, and  
Contracts - 201



## Subpart C

Fixed Amount Awards can be used if:

- ❖ the project scope is specific
- ❖ adequate cost, historical, or unit pricing data is available to establish a fixed amount award based on a reasonable estimate of actual cost
- ❖ the program does not require cost share or matching

A **Contract** is used by the Federal agencies when the purpose is to buy or procure products or services that benefit the Federal agency.

200.201



## Knowledge Check

When the project benefits the public and significant programmatic involvement between the Federal awarding Agency and the recipient is required, the award instrument is a cooperative agreement or grant?

Cooperative Agreement

Grant





## Knowledge Check

When the project benefits the public and significant programmatic involvement between the Federal awarding Agency and the recipient is required, the award instrument is a cooperative agreement or grant?

Correct!

This is a cooperative agreement, because there is significant programmatic involvement of the Federal awarding agency.



## Requirement to Provide Public Notice of Federal Financial Assistance Programs – 202



## Subpart C

The Federal awarding agency must notify the public of Federal programs in the Catalog of Federal Domestic Assistance (CFDA), maintained by the General Services Administration <https://www.cfda.gov/>.

Agencies must submit the following for each CFDA entry:

- ❖ program description, purpose, goals, and measurement
- ❖ whether it is a discretionary or non-discretionary program
- ❖ the projected total amount of funds available for the program
- ❖ anticipated source of available funds
- ❖ general eligibility requirements
- ❖ applicability of single audit requirements

200.202

Select for More Information



## Subpart C

**Requirement to Provide Public Notice of Federal Financial Assistance Programs - 202**



Where appropriate, the program description, purpose, goals, and measurement should align with the strategic goals and objectives within the Federal awarding agency's performance plan and should support the Federal awarding agency's performance measurement, management, and reporting as required by Part 6 of OMB Circular A-11.

**Select to return to previous slide**



## Notices of Funding Opportunities - 203



## Subpart C

- ❖ Federal Awarding Agency Name
- ❖ Funding Opportunity Title
- ❖ Announcement Type
- ❖ Funding Opportunity Number
- ❖ Catalog of Federal Financial Assistance Number
- ❖ Key Dates
- ❖ Full Programmatic Description of Funding Opportunity
- ❖ Federal Award Information
- ❖ Specific Eligibility Information
- ❖ Application Preparation and Submission Information
- ❖ Application Review Information (including the criteria and process to be used to evaluate applications)
- ❖ Federal Award Administration Information

200.203 and Appendix I



### Federal Awarding Agency Review of Merit of Proposals - 204



## Subpart C

For competitive grants or cooperative agreements, unless prohibited by Federal statute, the Federal awarding agency must design and execute a merit review process for applications.

When evaluating proposals, merit criteria are required.

Agencies should have a documented review and selection process.

These criteria are distinct from eligibility criteria that are addressed before an application is accepted for review and any program policy or other factors that are applied during the selection process.

200.204



## Knowledge Check

For competitive grants or cooperative agreements, unless prohibited by Federal statute, the pass-through entity must design and execute a merit review process for applications.

True

False



## Knowledge Check

For competitive grants or cooperative agreements, unless prohibited by Federal statute, the pass-through entity must design and execute a merit review process for applications.

**Correct!**

For competitive grants or cooperative agreements the Federal awarding agency must design and execute a merit review process for applications.

Note that this is not a requirement for pass-through entities.

**Federal Awarding Agency  
Review of Risk Posed by  
Applicants- 205**

## Subpart C

Prior to making a Federal award, the Federal awarding agency is required to review information available through any OMB-designated repositories of governmentwide eligibility qualification or financial integrity information, such as System for Award Management (SAM.gov), "Do Not Pay", and Federal Awardee Performance and Integrity Information System (FAPIIS).

In evaluating applicant risk, the Federal awarding agency may consider:

- ❖ financial stability
- ❖ quality of management systems
- ❖ history of performance
- ❖ reports and findings from audits
- ❖ the applicant's ability to effectively implement statutory, regulatory,
- ❖ or other requirements





## Subpart C

Standard Application  
Requirements - 206



To reduce the total amount of paperwork burden the Federal government imposes on the public, the Federal awarding agency is required to use standard application information collections approved by the Office of Management and Budget under the Paperwork Reduction Act of 1995.

Consistent with these requirements, OMB will authorize additional information collections only on a limited basis.

If applicable, the Federal awarding agency may inform applicants and recipients that they do not need to provide certain information otherwise required by the standard information collection.

200.206



## Specific Conditions- 207



## Subpart C

The Federal awarding agency or pass-through entity may impose additional specific award conditions as needed.

These additional award conditions can be based on the Federal awarding agency review of risk posed by the entity, when a history of failure to comply with the general or specific terms and conditions of a Federal award or fails to meet expected performance goals contained in a Federal award or is not otherwise responsible.

The Federal awarding agency or pass-through entity must notify the non-Federal entity of any additional requirements, the reason, how to remove the requirements, and the timeline for completing the actions.

200.207



## Information Contained in a Federal Award – 210



## Subpart C

Information contained in a Federal award - 210

- ❖ Recipient Name and Unique Entity Identifier
- ❖ Unique Federal Award Identification Number
- ❖ Federal Award Date
- ❖ Period of Performance Start and End Date
- ❖ Amount of Federal Funds Obligated
- ❖ Total Amount of Federal Funds Obligated
- ❖ Total Amount of The Federal Award
- ❖ Budget Approved by the Federal Awarding Agency
- ❖ Total Approved Cost Sharing or Matching, Where Applicable
- ❖ Project Description
- ❖ Name of Federal Awarding Agency & Contact Information for Awarding Official
- ❖ CFDA Number and Name
- ❖ Identification of Whether The Award Is Research & Development
- ❖ Indirect Cost Rate for the Federal Award
- ❖ General, Agency, Program, or Federal Award Specific Terms and Conditions
- ❖ Federal Award Performance Goals



## Knowledge Check

A Federal awarding agency is generally required to make Notices of Funding Opportunities available for 90 days.

True

False



## Knowledge Check

A Federal awarding agency is generally required to make Notices of Funding Opportunities available for 90 days.

Correct!

A Federal awarding agency is generally required to make Notices of Funding Opportunities available for 60 days.



## Knowledge Check

A Federal awarding agency can request any information from applicants applying for Federal funds.

True

False



## Knowledge Check

A Federal awarding agency can request any information from applicants applying for Federal funds.

**Correct!**

The Federal awarding agency may only request application information approved by OMB under the Paperwork Reduction Act of 1995.