**Federal Funding Accountability and Transparenty Act (FFATA)**

**Subaward Reporting Criteria Sheet**

Following is information to be used to determine which Federal funded obligations or subawards must be reported based on FFATA.

If the obligation is $25,000 or more and Section B (see below) is applicable, the obligation must be reported. If Section C is applicable, the obligation does not need to be reported. When uncertainty exists, refer to Section D below and consult with the grant program manager.

**(B)** *Subrecipients.* A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

(1) Determines who is eligible to receive what Federal assistance;

(2) Has its performance measured in relation to whether objectives of a Federal program were met;

(3) Has responsibility for programmatic decision making;

(4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and

(5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

**(C)** *Contractors.* A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the non-Federal entity receiving the Federal funds:

(1) Provides the goods and services within normal business operations;

(2) Provides similar goods or services to many different purchasers;

(3) Normally operates in a competitive environment;

(4) Provides goods or services that are ancillary to the operation of the Federal program; and

(5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

**(D)** *Use of judgment in making determination.* In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

Subrecipients are not required to report FFATA if they reported less than $300,000 in gross income in the previous tax year.

**Federal Funding Accountability and Transparenty Act (FFATA)**

**Subaward Reporting Form**

*ATTENTION: To remain compliant with Federal reporting requirements, please complete and return this form to Wyoming Department of Health Grants, Attn: Shawn Ramage at* [*shawn.ramage@wyo.gov*](mailto:shawn.ramage@wyo.gov) *for all applicable Federal funded subawards or obligations. NOTE: A subaward is a monetary award, made as a result of a Federal award to a grant recipient or contractor, to a subrecipient or subcontractor.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. Subawardee Name: | | | | | |  | | | | | | | | | | |
| 2. Subawardee Doing Business As Name: | | | | | | | | | | | | | |  | | |
| 3. Subawardee’s DUNS #: | | | | | | | | | |  | | | | | | |
| 4. Subawardee Address: | | | | | | | |  | | | | | | | | |
| Street Address: | | | |  | | | | | | | | | | | | |
| City: |  | | | | | | | | | | | | | | | |
| State: | |  | | | | | | | | | | | | | | |
| Zip + 4: | | |  | | | | | | | | | | | | | |
| Congressional District: | | | | | |  | | | | | | | | | | |
| 5. Subawardee Parent DUNS # (if applicable): | | | | | | | | | | | | | | |  | |
| 6. Amount of Subaward: | | | | | | | | |  | | | | | | | |
| 7. Subaward Obligation/Action Date: | | | | | | | | | | | | |  | | | |
| 8. Program Name: | | | | |  | | | | | | | | | | | |
| 9. CFDA Program (grants) or NAICS code (contracts): | | | | | | | | | | | | | | | |  |
| 10. Subaward Project Description: | | | | | | | | | | | |  | | | | |
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| 11. Subawardee Principal Place of Performance (address where subawardee performed the work or service): | | | | | | | | | | | | | | | | |
| Street Address: | | | |  | | | | | | | | | | | | |
| City: |  | | | | | | | | | | | | | | | |
| State: | |  | | | | | | | | | | | | | | |
| Zip + 4: | | |  | | | | | | | | | | | | | |
| Congressional District: | | | | | |  | | | | | | | | | | |
| 12. Subaward Number: | | | | | | |  | | | | | | | | | |
| 13: In the Subawardee’s preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive 80% or more of its annual revenues in US Federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements AND those Federal revenues were $25 million or more. Mark Yes or No Below: | | | | | | | | | | | | | | | | |

Yes 🗌

No 🗌

14. If the answer to #13 is yes, provide the total compensation and names of the the entity’s top five executives:

|  |  |
| --- | --- |
| Total Compensation | $ |
| Names of Top Five Executives: |  |
|  |  |
|  |  |
|  |  |
|  |  |
| 15. If the Subawardee’s compensation information is classified, which means that it is exempt from reporting, please explain. | |
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