

NSF GRANTS CONFERENCE NSF PAYMENTS AND ANALYTICS BRANCH – POST AWARD FINANCIAL PROCESSES

FALL CONFERENCE | NOVEMBER 2022

PAYMENTS AND ANALYTICS BRANCH BUDGET, FINANCE AND AWARDS MANAGEMENT | DIVISION OF FINANCIAL MANAGEMENT



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INTRODUCTIONS





Justin Poll



PAYMENTS AND ANALYTICS BRANCH



AGENDA

1General Information/Frequent Questions2Impacts of Cancelling Appropriations

3 Reporting Updates/System Enhancements

Innovating in a Government Environment



General Information/Frequent Questions



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PAB falls within the Division of Financial Management at NSF.

Our branch supports the NSF mission by leading comprehensive post-award grant and commercial financial processes, including:

- Payment Operations,
- Financial Analytics,
- Monitoring and Compliance, and
- Stakeholder Outreach.



The Award Cash Management Service (ACM\$) is NSF's approach to award payments and post-award financial processes. This approach requires the submission of award level payment amounts each time funds are requested.

Since inception in April 2013, ACM\$ has provided service to over **2,500 institutions, small businesses, and individuals**.





FREQUENTLY ASKED QUESTIONS



How do I request funds on my award?

The majority of awardees must submit their payment request through the NSF Award Cash Management Service (ACM\$) at: www.research.gov

Once a user has accessed ACM\$, a request may be submitted by selecting "Submit New Transaction" and identifying the "Payment Date Requested". A user may select from the available open awards on the first tab called "Step 1. Payments" or from available financially closed awards on the second tab called "Step 2. Adjustments". All transactions must be certified by an authorized official on the third tab called "Step 3. Review". Navigate between the tabs by clicking on the tab label. NSF will not process a transaction until it has been certified and submitted. A transaction with a status of "Draft" or "Awaiting Certification" will not be processed.

Additional instructions and user guides can be found on the ACM\$ Information webpage at: https://www.research.gov/t-esearch-portal/appmanager/base/desktop?_nfpb=true&_pageLabel=research_node_display&_nodePath=/researchGov/ Service/Desktop/AwardCashManagementService.html.

Is my organization required to submit a quarterly FFR or are there any additional financial reporting requirements for my NSF award?

With the implementation of ACMS, NSF eliminated the requirement for organizations to submit quarterly Federal Financial Reports (FFR). The FFR was considered to collect duplicate information since expense data for each award is collected with the submission of ACMS payment transactions.

Program income reports for NSF are collected annually instead of quarterly via an FFR submission. For more information, please see the Program Income Reporting section of this FAQ.

Cost Share reports are collected through the submission of a Notification to the Program Office via FastLane. For more information, please see the About Notifications and Requests on Research.gov: https://www.research.gov/t.esearch-portal/appmanager/base/desktop?_nfpb=true&_pageLabel=research_node_display&_nodePath=/researchGov/ Service/Deskton/NatificationRequest.html.

PAYMENTS AND ANALYTICS BRANCH

Office of Budget, Finance, and Award Management (BFA) Division of Financial Managment (DFM)

2415 Eisenhower Avenue, Alexandria, VA 22314 703.292.8280 | www.nsf.gov/bfa/dfm

16 pages of the most common questions

Download from our website:

https://www.nsf.gov/bfa/dfm/ cmeab.jsp

Direct link:

https://www.nsf.gov/bfa/dfm/ docs/DFM_PABGrantFAQ.pdf

Grant FAQ — Award Cash Management Service (ACMS)



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Grant FAQ April 2021





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NSF GRANT PAYMENT PROCESS



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COMMON ISSUES IN NSF GRANT PAYMENTS

WHY IS MY PAYMENT DELAYED?

- Unnecessary NSF Remarks
- Expired SAM Registrations

WHY DID I RECEIVE LESS MONEY THAN REQUESTED?

Partially Accepted Transactions



DELAYS IN RECEIVING PAYMENT

- Remarks vs Internal Comments
 - Only use "Remarks" for items you wish to communicate to NSF
 - Utilize "Internal Comments" for any notes you wish to leave to help your organization identify the purpose of the transaction

ISTEM FOR AWARD MANAGEMENT	View assistance for SAM.gov Username Forzot Username?	Password Forgot Password? Create an Account
HOME SEARCH RECORDS DATA ACC	CESS CHECK STATUS ABOUT HELP	
The System for Award Management (SAM this site for FREE to: • Register to do business with the U. • Update or renew your entity regist • Check status of an entity registratio • Search for entity registration and e	ration on	t. There is no cost to use SAM. You can use
	Getting Started	
Create A User Account	Register Entity	Search Records
	+	
Start by creating a SAM user account.	After creating your SAM user account, log in to register to do business with the U.S. government.	Do a public search for existing entity registration records or exclusion records.
	to uo pusiness with the U.S. government.	records or exclusion records. Federal users can log in to see additional information.
GSA BM V1.P.64.20170330-1550 7WW8		Search Records Disclaimers FAPIIS.gov Data Access Accessibility GSA.gov/IAE Check Status Privacy Policy GSA.gov About USA.gov Help

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REDUCTION IN PAYMENTS RECEIVED

PARTIALLY ACCEPTED TRANSACTIONS

Review your payment request in ACM\$ for error messages and additional award details.

EXAMPLE:

University requested a payment involving 5 awards for a total of \$125,000, however the payment that was received 2 days later was for \$120,000.

Payment request was partially accepted when the interface for 1 of the awards failed to create an invoice against the PO in NSF's financial system. Payment for the remaining 4 awards was processed and a partial payment was sent.





In FY 2022, NSF requested that its award payments related to financial assistance awards (i.e., grants and cooperative agreements) be exempted from TOPS offsets.

- NSF received approval from the Department of Treasury.
- NSF and Treasury worked to implement the exemption in August.
- Future award related payments will no longer be impacted by TOPS offsets.



Your organization recently received a late supplier/sub-recipient invoice for costs incurred during the award project period, however after logging into ACM\$ you find the award has been financially closed. Which answer best applies to this scenario:

- A. In order to receive reimbursement for this expense, you must send a request to your Division of Grants and Agreements grant official to re-open and extend the award.
- B. In order to receive reimbursement for this expense, you must submit an adjustment via ACM\$, provide a justification for the adjustment and maintain appropriate supporting documentation in the event this expenses is audited or selected for additional advanced monitoring.



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Adjustments to financially closed awards are permitted when reimbursement for expenses incurred during the award project period are required. A request to reopen and extend the award is only required when new spending is required.

Step 1. Payments	Step 2. Adjustments	Step 3. Review	·			
Justification						
				Va	alidate Awards	Remove Selected
			Filt	ter: * Thresholds applie	d ** Payment outsta	nding Clear Filter
Federal	Clocad	is cumulative	alance Available r Upward	Balance Available for Downward	Adjustment	Adjustment
Award ID	Date Cash D		djustment	Adjustment	Eligibility Status	Requested

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LIMITATIONS FOR ADJUSTMENTS TO CLOSED AWARDS

- Transaction total must be greater or equal to \$0
- Individual award request must be greater or equal to ± \$1
- Upward adjustments (a.k.a. additional payments) available for 14 months after the award is financially closed
- Downward adjustments (a.k.a. returns or refunds) available until the funding appropriation cancels
- Exception to this timeline is when canceling appropriations are involved



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HOW DO I RETURN FUNDS TO NSF?

1. ACM\$ Credit/Offset 🛧

Preferred Electronic Methods

2. Pay.gov (ACH Debit) 🛧

3. Check



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NSF REMITTANCE PROCESSING - PAY.GOV REMINDERS

1. ACM\$ Credit/Offset

2. Pay.gov (ACH Debit)



- For first time Pay.gov users returning funds using a bank account, we recommend reaching out to your banking institution to ensure NSF is a valid entity to make ACH debits to the account.
- NSF's identification number for your bank is "National Science Foundation ALC: 49000001". If your bank requires a 10-digit version, please use "4900000101" instead.





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WHAT ABOUT MORE TIME? NO COST EXTENSIONS

- Awards with \$0 balances cannot be extended.
- Awards cannot be extended just to use up remaining funds.
- Submit Grantee-Approved NCEs at least 10 days prior to the award end date.
- Submit the NSF-Approved NCEs at least 45 days prior to the award end date.
- NSF-Approved NCE's may be submitted "late," but you will need to explain why.
- NCEs and canceling appropriations:
 - Research.gov will block submission of a NCE if the revised end date extends the award beyond the appropriation cancelation date of all funds on the award.
 - Most NSF funds have a limited period of availability for expenditure.
 - NSF will notify grantees of any canceling appropriations on open awards so grantees may properly and responsibly expend and drawdown funds before they cancel at the end of the fiscal year.



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Impacts of Cancelling Appropriations



APPROPRIATED FUNDS

Why does this matter to you?

NSF is an independent federal agency bound by Fiscal Law

NSF operates on annual appropriations

Golden Rules of Fiscal Law: Purpose, Time, and Amount





CANCELING APPROPRIATIONS

- Each fiscal year end, millions of dollars of obligated funds must be deobligated
- Federal appropriations cancel five years after their period of availability.
 - Public Law 101-510: States Federal agencies must financially close fixed year appropriation accounts and cancel any remaining balances by September 30th of the 5th year after the period of availability.

FY	2017	2018	2019	2020	2021	2022	2023	2024
Availability	Open	Open	Expired	Expired	Expired	Expired	Expired	Canceled

AFTER SEPTEMBER 30th, NEITHER THE AWARDEE OR NSF CAN ACCESS ANY REMAINING FUNDS



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AWARDS WITH CANCELING FUNDS IN ACM\$

Federal Award ID	Recipient Account Number	PI/PD Name	From	То	Total Federal Funds Authorized	Previous Cumulative Cash Disbursement	Net Available Funds	Payment Amount Requested	Expected Close Date	Final Flag
0939454							\$135,551.50	\$11,426.22	11/28/2022	No
1340048							\$1,130,785.45	\$1,092.84	01/28/2024	No
1430152							\$441,989.79	\$19,115.88	06/28/2023	No
1432563							\$116,308.49	\$41,464.44	04/30/2023	No
1443165							\$104,698.44	\$1,421.71	11/28/2022	No
1452479							\$8,154.43	\$5,496.04	12/29/2022	No
1546617							\$160,984.08	\$14,443.29	11/28/2022	No

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CANCELING APPROPRIATIONS CRITICAL DATE

- ACM\$ (NSF's Automated Grant Payment System) is closing Monday September 25, 2023 at 2:00 PM EDT.
 - After this date (for awards with canceling funds):

- no adjustments
- no extensions
- NSF will continue to reach out to awardees who have canceling funds throughout FY 2023.



CANCELING APPROPRIATIONS

	ation/Request		Den 1
Grantee-Appro	wed No-Cost Extens	ion	20
Back to Notificatio	ns & Requests Home		100
Appropriated Func	Is have expired for this award. N	No Notification/Request can be submitted for this award.	
Award Number:		Award Title:	
End Date: Status:	11/30/2016 Forwarded to AOR		
Reminder: This on Required	e time extension may not be ex	vercised merely for the purpose of using the unliquidated balances.	
	e time extension may not be ex 11/30/2017	ercised merely for the purpose of using the unliquidated balances.	
Required Revised End Date:		(Always expires on the last day of the month)	
Required Revised End Date:	11/30/2017	(Always expires on the last day of the month)	
Required Revised End Date:	11/30/2017	(Always expires on the last day of the month)	



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HYPOTHETICAL SCENARIO - TRUE OR FALSE?

University is managing award 1712334 with initial funds obligated in FY2017 (FY2017/2018 appropriation)

Subsequent funding was received in FY2020.

University receives a no-cost extension for the award that extends the period of performance of the award from May 31, 2023 to May 31, 2024.

During the spring of 2023, the University receives a letter from the NSF Payments and Analytics Branch, Payments and Outreach Section notifying the University that the award (1712334) has canceling funds, which will cancel on September 30, 2023.

True or False:

The University can ignore the canceling funds email. The Payments and Analytics Branch must have made a mistake in sending this notice.



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HYPOTHETICAL SCENARIO - TRUE OR FALSE?

University is m (FY2017/2018 Subsequent fu University rece of performanc During the spr Payments and the University cancel on Sep

True or False: The University Analytics Brar

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Award Example





APPROPRIATION LIFE CYCLE

Appropriation	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
FY17/18 Research	1	2	1	2	3	4	5			
FY20/21 Research				1	2	1	2	3	4	5



Budget Authority AVAILABLE (allowed to make new obligations)

Budget Authority **EXPIRED** (allowed to adjust or liquidate existing obligations – NO NEW OBLIGATIONS)

Budget Authority CANCELLED (NO OBLIGATIONS OR OUTLAYS/EXPENSES)



ADVANCED PAYMENT OF CANCELING FUNDS

University was granted a No-Cost Extension to May 31, 2024 for an award involving canceling funds. There is \$100,000 available on the award, with \$50,000 canceling September 30, 2023. The University estimates \$30,000 of the canceling funding will be spent by the end of September 2023 and would like to request advanced payment of the canceling funds prior to the ACM\$ shutdown period. How much should their advance payment be for?

- A. **\$0** advance payments are not permitted
- B. \$30,000 advance payment should be limited to the expected expenditures
- **c. \$50,000** advance payment should include all of the canceling funding so the PI can continue to spend the remaining \$20,000 after September 2023 since the new award end date is 05/31/2024

Reporting Updates/System Enhancements



ACCESSING NSF'S SYSTEMS - NSF USER ID

After 20 years, Bob is retiring. He has been your organization's primary point of contact and expert for managing NSF awards and this responsibility will now be transitioning to you. You need to request a payment using ACM\$, however your management has not established a NSF user ID with ACM\$ permission in your name. What should you do?

True or False:

I can continue using Bob's NSF user ID and password to access NSF's systems because he left me a post-it note with that information. There is no need to bother anyone else with such a trivial request.



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ACCESSING NSF'S SYSTEMS - NSF USER ID

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CASH MANAGEMENT BRANCH



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ACCESSING NSF'S SYSTEMS - NSF USER ID

- Each user is required to have a unique ID
- Never share ID and/or password
- Only one account per user
- Group user accounts and passwords are not permitted







PROGRAM INCOME

- NSF requires an annual submission of a Program Income worksheet for any active awards within the federal fiscal year
 - Most recent submission was for FY21
- Submission is typically due by November 14 each year
- Visit our website for last year's Program Income webinar: <u>https://www.nsf.gov/bfa/dfm/cmeab.jsp</u>



PROGRAM INCOME

- Program income is gross income earned by the awardee organization that is directly generated by a supported activity or earned as a result of NSF-funding during the period of performance.
 - This would include things such as fees for services performed, the use or rental of real property acquired under the grant, the sale of commodities or items fabricated under the grant, and fees charged to register participants for a workshop or conference.
 - Interest earned on advances of Federal funds is not program income.

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NSF TREATMENT OF PROGRAM INCOME

- Standard treatment of program income is "Additive" unless otherwise specified in the grant (Grant General Conditions: GC-1 27.b.1 and Research Terms and Conditions 200.307)
 - Additive = income earned is to be retained by the grantee and added to the funds committed to the project by NSF, and thus used to further project objectives
 - Efforts should be made to avoid having excess program income at the end of the project. In general, program income should be expended prior to requesting reimbursement against the grant
- Special treatment may be added to Notice of Award
 - Deductive = must be remitted to NSF by crediting costs otherwise chargeable against the grant
 - Example: FL-26 (1/16 and beyond) Administration of NSF Conference or Group Travel Award Grant Conditions



CASH MANAGEMENT BRANCH


Annual Cash on Hand Validation

We randomly sampled 508 institutions and achieved a 94% response rate

Email notices were sent out from nsfaccrual@nsf.gov

We requested that you report the difference between your award expenses against the NSF payments received as of our fiscal year-end, September 30, 2021

Our statistical validation yielded a negative \$461 million cash on hand balance, which was within 3.8% of our calculation



Your Role in Annual Cash on Hand Validation

The survey sent from <u>nsfaccrual@nsf.gov</u> asks grantees to provide:

- Did award expenses equal ACM\$ drawdowns as of 9/30?
 - If not, note the amount of positive or negative (not yet drawn from NSF) cash on hand **as of 9/30**.
- Submission **must** include the **name** and **position** of the party responsible for the information and the **date of submission** to NSF.



CASH ON HAND VALIDATION - FFR VISUALIZATION

FEDERAL FINANCIAL REPORT

		(Follow form instructions)				
1. Federal Agency and Organ	izational Element	Federal Grant or Other Identifying Number Assigned by Federal Agency			Page	of
to Which Report is Submitted		(To report multiple grants, use FFR Attachment)			1	pages
 Recipient Organization (Na 	me and complete address includ	ling Zip code)				
4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number	6. Re	eport Type	Basis of Account	nting
		(To report multiple grants, use FFR Attachment)	O Qu	arterly		
			O Se	mi-Annual		
			O An	nual		
			O Fin	nal	🖸 Cash 🗖 A	ccrual
8. Project/Grant Period			9. Reporting Period End Date			
From: (Month, Day, Year)		To: (Month, Day, Year)	(Month,	Day, Year)		
10. Transactions		Cumulative				
(Use lines a-c for single or n	nultiple grant reporting)					
Federal Cash (To report mo	ultiple grants, also use FFR A	ttachment):				
 a. Cash Receipts 						
b. Cash Disbursements						
c. Cash on Hand (line a m	inus b)					

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Overdue Project Reports and FAPIIS

NEA

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 The Uniform Guidance now requires Federal awarding agencies to post overdue project reports at the time of award closeout to a <u>PUBLIC-FACING</u> repository of <u>POOR PERFORMERS</u> – the Federal Awardee Performance Information and Integrity System (<u>FAPIIS</u>).

No one wants to go into FAPIIS. <u>DON'T</u>
 WAIT UNTIL IT'S TOO LATE.

 Click <u>here</u> to learn more about the project reporting module on Research.gov and see the current status of your reports.

New Uniform Guidance Requirement

• <u>2 CFR 200.344 Closeout</u>

- Published in Federal Register August 13, 2020
- (i) If the non-Federal entity does not submit all reports in accordance with this section within one year of the period of performance end date, the Federal awarding agency must report the non-Federal entity's material failure to comply with the terms and conditions of the award with the OMBdesignated integrity and performance system (currently **FAPIIS).** Federal awarding agencies may also pursue other enforcement actions per § 200.339.





INDIVIDUAL BANK DATA COLLECTION MODERNIZATION

- NSF is modernizing the collection of banking information for external individual recipients, such as post-doctoral fellowship and honorary award recipients, invitational travelers, and other miscellaneous payees.
- Does not change the process for organizations registered via SAM.gov. These organizations will continue to update their organization's SAM profile in order to update their banking data.





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INDIVIDUAL BANK DATA COLLECTION MODERNIZATION

My Desktop	Proposals	Awards & Reporting	Manage Financials	Administration
My Desktop	Proposals	Awards & Reporting	Manage Financials	Administration
Desktop > Individual Banking				

Error: Restricted Page

Individual Banking is only for those users who have received notice from NSF through email to update their banking information on Research.gov. If you have not received a notice, NSF does not need your Individual Banking Information at this time.

If you have received a notice to update your banking information and receive this error message, please contact the NSF IT Help Desk at 1 (800) 381-1532 or send an e-mail to rgov@nsf.gov.

For organizations registered in the System for Award Management (SAM), updates to banking data must be made in the organization's SAM profile in order to update the banking data NSF has on file for the organization. For more information, please visit https://sam.gov/.

Innovating in a Government Environment



TECHNOLOGY-ENABLED GRANTS MONITORING

Objectives

- ✓ Optimize resource allocation
- <u>Uncover</u> hidden insights in data
- Encourage continuous improvement

Practical Applications

- Payment Processing (Blockchain/DLT)
- **Operational Analytics** (Data Visualization)
- Oversight (Natural Language Processing)



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Final Unliquidated Balances of Concern

PAB sends out email notifications if your awards are within 3 months of expiring and have 75% or greater balances remaining

- Are there issues?
- ► Is an extension needed?
- Encourage PIs to reach out to their NSF Program or Grants Official



TABLEAU ANALYTICS ON EXPIRING NSF AWARDS





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ARTIFICIAL INTELLIGENCE AND NSF PROJECT REPORTS





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OPPORTUNITIES FOR FUTURE ENGAGEMENT



✓ Electronic Remittance Pilot ✓ Grant Financial Soft Monitoring ✓ FY 2022 Grants FAQ Now AVAILABLE!



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QUESTIONS???

- PAB Website and Branch Contacts www.nsf.gov/bfa/dfm/cmeab.jsp
- Career Opportunities | National Science Foundation <u>https://beta.nsf.gov/careers</u>