



NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NEW YORK 12243-0001

Andrew M. Cuomo
Governor

Kristin M. Proud
Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	13-LCM-07	
To:	Local District Commissioners	
Issuing Division/Office:	Office of Budget, Finance & Data Management	
Date:	July 18, 2013	
Subject:	Reporting Requirements under the Federal Funding Accountability and Transparency Act of 2006 (FFATA)	
Contact Person(s):	Ed Conway (Regions 1 – 5) 1-800-343-8859, ext 4-7549 Edward.Conway@otda.ny.gov Michael Simon (Region 6) 212-961-8250 Michael.Simon@otda.ny.gov	
Attachments:	None	
Attachment Available On – Line:		Not applicable

Section 2

I. Purpose

This Local Commissioners Memorandum (LCM) notifies Social Services Districts (SSDs) of the implementation and reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (FFATA).

II. Background

Pursuant to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) and associated 2008 amendments, the Office of Temporary and Disability Assistance (OTDA) is responsible for reporting awards made to the Social Service Districts (SSDs) in excess of \$25,000 from federal grants awarded to OTDA.

III. Required Action

SSDs are required to provide the OTDA contact listed in this LCM with their county Dun and Bradstreet (DUNS) number which is used in the System for Award Management (SAM) to identify the award recipient.

If the county does not have a DUNS number, they must obtain one. Instructions for obtaining a DUNS number, free-of-charge can be found at this link:

https://www.fsd.gov/app/answers/detail/a_id/184/~/what-is-a-duns-and-how-do-i-obtain-one%3F.

The SSD must register their DUNS number in SAM. Information on registering in SAM can be found at this link:

https://www.fsd.gov/app/answers/detail/a_id/148/related/1/session/L2F2LzEvdGltZS8xMzcwMjgzNjg1L3NpZC83Y29HdlFybA%3D%3D.

SSDs must also provide confirmation to their OTDA contact that the SAM registration is complete. Please note that SAM requires annual updates to registrations. SSD's should ensure they complete the annual update and do not let their SAM registration lapse.

For Federal reporting requirements, we also need a response to the following question:

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity represented by a DUNS number) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Please provide a "yes" or "no" answer to this question.

Please submit to your OTDA contact your DUNS number, confirmation that you are registered in SAM, and your answer to the above question no later than 30 days from the LCM date of issuance.

Issued By

Name: Nancy Maney

Title: Director

Division/Office: Office of Budget, Finance & Data Management