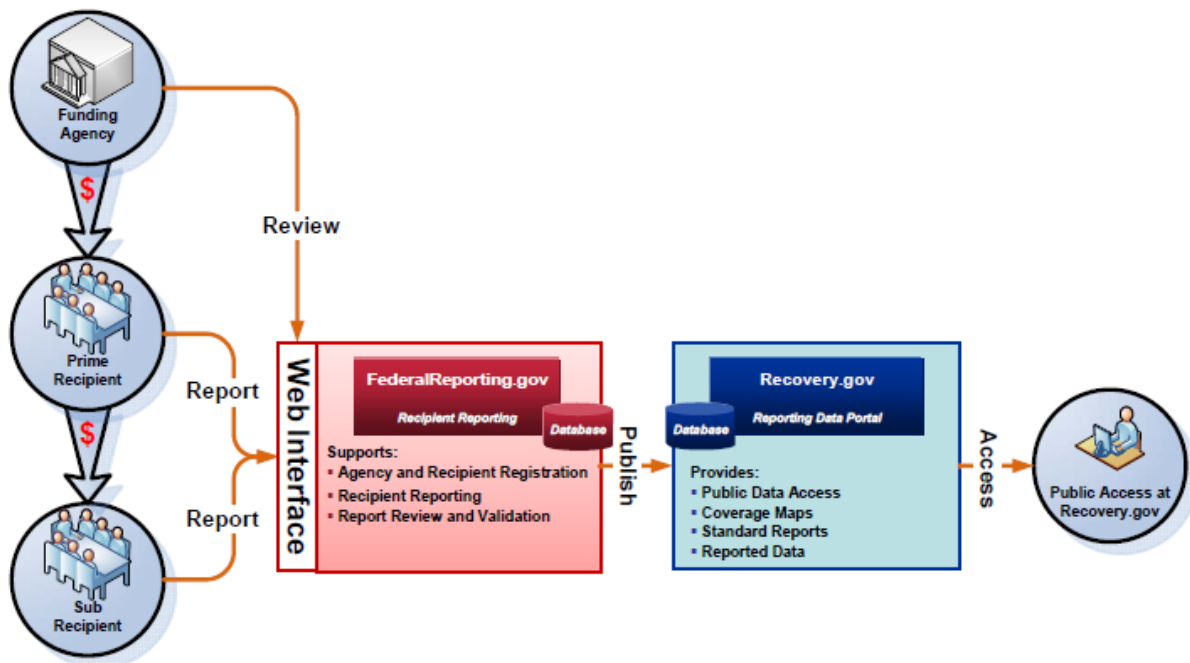

Recovery.gov: Download Center User Guide

Document Change History

Version	Comment	Date
1.0.0.	Initial Release	10/30/2009
1.0.1.	Edits and Updates	11/09/2009

Overview

The Data Download Center provides access in multiple file formats to recipient reported data for federal contract, grant, and loan awards made under the American Recovery and Reinvestment Act of 2009. Prime and sub-recipients of such awards are required to provide quarterly reports on FederalReporting.gov. The data is subsequently published on Recovery.gov.



Understanding the Data

Recovery.gov publishes the quarterly reports submitted by recipients detailing how the Recovery funds have been spent and the status of the projects – including the number of jobs created and/or saved. To better understand the data, use the data dictionary and the supporting reference tables at www.federalreporting.gov.

About the Download Center

The download center provides multiple reports on Recovery funded federal contracts, grants, and loans reported by recipients.

1. *National Summaries*: Final reports on federal contracts, grant, and loan awards; available in Excel, XML and CSV.
2. *State Summaries*: Final reports by prime recipients based on the place of performance state; available in Excel, XML and CSV.
3. *National Late Reported*: Final reports for prime and sub-recipients filed after the reporting deadline of 10/10/2009. In certain cases, a previously submitted report may be marked late

if the recipient made changes to 6 key fields after 10/10/09; available in Excel, XML and CSV.

4. *National Change History*: Complete extracts of recipient records with the change history after 10/10/09. These are large files primarily available in XML and CSV format.

The download center files have the following characteristics:

- single set of zipped Excel files for each Award Type e.g. Contracts, Loans and Grants.
- multiple file formats including CSV, XML and Excel. In the event that a single Excel file is unable to accommodate all of the records, the records are divided into multiple Excel files (if applicable for that Report Type).
- each file download contains the data for Prime-recipients, Sub-recipients and Vendors (where applicable).

Common Usage Scenario: How to Link Prime-recipients and Sub-recipients

To help link prime recipients to their sub-recipients, the suggested business key is composed of Financial Year, Financial Quarter, Award Type, Prime DUNS, Award Number and Order Number. To help simplify this process, a key has been added called “award_key” that helps link together the various prime recipients, sub-recipients and vendors for a given award. The “recipient_role” field helps identify whether the record belongs to a prime (P) or sub-recipient (S) or a vendor (PV or SV).

Common Usage Scenario: How to Trace the Report Change History

Recipients are allowed to modify their submitted award reports during the reporting cycle. Each modification is captured through an audit-trail mechanism that results in a new version of the report being created. The complete change history of the recipient-reported data is available for download.

To access this information, use the “version_flag” and the time stamp value. The values of the “version_flag” are Final (F) and Historical (H).

The data dictionary describes the column headings in the download center files. There may be minor variations in field names in this document versus the actual files.

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
award_key		A derived field that identifies an award. This field is derived using a distinct combination of the following component fields: Award_type, Prime_DUNS, Award_id and Order_number	P, S
version_flag		This field identifies the last record for each versioned_id/non-versioned_id combination to determine the last record. F-indicates current record. H – indicates historic.	P, S, V
recipient_role		Indicates the type of recipient: P-prime recipient, S-sub-recipient, and PV-Vendor to Prime recipient, or SV-Vendor to Sub-recipient	P, S, V
status		An alpha-character that indicates the status of the entry: D- Draft, I-Initial submission, X-Deleted. D and I indicate the status of the report submission. After the initial submission state, the future states are interpreted by the application using time stamps. X stands for a logical deletion of the record, however, the record itself is never deleted.	P, S,V
active_flag		Indicator for A/I – ‘A’ indicates an active record. ‘I’ indicates an inactive record.	P, S
agency_reviewed_flag		Indicator for Y/N – yes indicates that the agency review has been done in the 22-29 day phase. This flag is used in combination with the correction flag	P, S
prime_reviewed_flag		Indicator for Y/N – yes indicates that the prime recipient review has been done in the 11-21 day phase. This flag is used in combination with the correction flag	P, S
correction_flag		Indicator for Y/N – yes indicates that a correction was made. The correction was made by the agency or prime recipient depending on the phase of the reporting process.	P, S
funding_agency_cd	Funding Agency Code	A numeric code of federal agency responsible for funding/distributing the Recovery funds to recipients.	P, S

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
funding_agency_name	Funding Agency Name	The federal agency name corresponding to the federal agency Code used.	P, S
awarding_agency_cd	Awarding Agency Code	Numeric code of the agency that awarded and is administering the award on behalf of the funding agency.	P, S
awarding_agency_name	Awarding Agency Name	The federal agency name corresponding to the awarding agency code.	P, S
funding_tas	Program Source (TAS)	The Agency Treasury Account Symbol (TAS) identifying the funding Program Source. The Program Source is based on the OMB TAS list.	P, S
tas_sub_account		The TAS subaccount code related to the agency. This is an optional field.	P, S
fiscal_year		The fiscal year of the report.	P, S, V
fiscal_qtr		The fiscal quarter of the report.	P, S, V
recipient_duns_number	Prime recipient: Recipient DUNS Number Sub-recipient: Sub recipient DUNS Number Vendor: Vendor DUNS number	The recipient DUNS number	P,S,V
recipient_name	Prime recipient: Recipient Legal Name Sub-recipient: Sub recipient Legal Name Vendor: Vendor name	The name of the recipient as listed in CCR.	P,S,V
recipient_address	Prime recipient: Recipient address Sub-recipient: Sub recipient address	Address of the recipient. Comma delimited up to 3	P,S
recipient_city	Prime recipient: Recipient city	City of the recipient.	P,S

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
	Sub-recipient: Sub recipient city		
recipient_zip_code	Prime recipient: Recipient zip code Sub-recipient: Sub recipient zip code Vendor: Vendor HQ zip code	Zip code of the recipient.	P,S,V
recipient_state	Prime recipient: Recipient state code Sub-recipient: Sub recipient state code	The 2 character state code of the recipient.	P,S
recipient_country	Prime recipient: Recipient country code Sub-recipient: Sub recipient country code	Recipient country code.	P,S
award_number	Award Number Vendor: Award Number – Prime Recipient Vendor	The federal contract number, grant number, or loan number assigned by the awarding federal agency. Grants and Loans Only: Identifying Number Assigned by the prime recipient	P, S, V
order_number	Order Number	Identifying number assigned to the contract.	P
sub_award_number	Sub recipient: Sub-award Number Vendor: Sub-award Number – Sub-recipient Vendor	Sub-award number or other identifying number assigned by the recipient. Grants and Loans Only: Award number or other identifying number assigned by the sub-recipient.	S, V

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
cfda_number	CFDA Number	The Catalog of Federal Domestic Number is the number associated with the published description of Federal Assistance program in the CFDA. Applies only to Grants and Loans	P
recipient_cong_dist	Prime recipient: Recipient Congressional District Sub recipient: Sub recipient Congressional District	The recipient's congressional district.	P,S
recipient_account_number	Recipient Account Number	Recipient's internal account number for the award. The account number or any other identifying number assigned by the recipient to the award. This number is for the use of the recipient only and is not required by the awarding federal agency.	P
final_report		Shows the status as a final report. Y indicates that this is the final report and there will be no further quarterly reports.	P, S
input_type		Method of submission: B3 – Batch Excel (batch process), BX – Batch XML (batch process), E3 – Excel (online upload), W – Web, X - XML	P,S
input_version		Indicates the version of the input type.	P,S
award_type	Award Type	Indicates C-Contracts, G-Grants, L-Loans	P
award_date	Prime recipient: Award Date Sub recipient: Sub award Date	The date when the award is signed.	P, S
award_description	Award Description Vendor: Product or Service Description	For Contracts – The description of the overall purpose and expected results of the contract funded by the Recovery Act including significant deliverables and associated units of measure if applicable. For Grants and Loans – Award title and description with purpose for each funding action if any. The description captures the overall purpose of the award. For example, “community development,” “comprehensive community mental health services to adults with a serious mental illness,” etc.	P, S,V

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
award_amount	Prime recipient: Amount of Award Sub recipient: Amount of Sub award Vendor: Payment Amount	For Federal Contracts: The total amount made available to the recipient by the federal agency. For Grants: The total amount of federal dollars on the award. For Loans: The face value of the loan.	P, S, V
project_name	Project Name or Project/Program Title	The brief descriptive title of the project or activity funded in whole or in part with Recovery Act funds. Applies only to Grants and Loans	P, S
project_description	Quarterly Activities/Project Description	For Federal Contracts: A description of all significant services performed/supplies delivered, including construction, for which the prime contractor invoiced in a quarter. For Grants and Loans: A description of the overall purpose and expected outputs and results of the award and first-tier sub-award(s), including significant deliverables and, if appropriate, units of measure. For an award that funds multiple projects, such as a formula block grant, the purpose and results are stated in broad terms.	P, S
project_status	Project Status	Evaluation of the completion status of the project, activity or contract. 1 – not started, 2 – less than 50% completed, 3 – completed 50% or more, 4 – Fully completed.	P, S
job_creation	Description of Jobs Created	A narrative description of the employment impact of the Recovery funded work.	P
number_of_jobs	Number of Jobs	Jobs created or saved.	P

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
total_fed_arra_received	Prime recipient: Total Federal Amount ARRA Funds Received/Invoiced Sub-recipient: Total Sub-award Funds Disbursed	For Federal Contracts: The amount of Recovery Act funds invoiced by the federal contractor (cumulative). For Grants and Loans: The amount of Recovery Act funds received through draw-down, reimbursement, or invoice.	P,S
total_fed_arra_exp	Total Federal Amount of ARRA Expenditure	Grants and loans only. Amount of Recovery funds received that were expended to projects or activities/ The cumulative total for the amount of federal fund expenditures. For reports prepared on a cash basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expenses charged; the value of third-party-in-kind contributions applied; and the amount of cash advance payments and payments made to subcontractors and sub-awardees. For reports prepared on an accrual basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expenses incurred; the value of in-kind contributions applied; and the net increase or decrease in the amounts owed by the recipient for (1) goods and other property received; (2) services performed by employees, contractors, subcontractors, sub-awardees, and other payees; and (3) programs for which no current services or performance are required. Program income expended not included.	P
total_infrastructure_exp	Total Federal ARRA Infrastructure Expenditure	Grants and loans only Total federal Recovery infrastructure expenditure.	P

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
infrastructure_rationale	Infrastructure Purpose and Rationale	<p>Grants and loans only: Purpose and rationale for Recovery funds received for infrastructure investment. Purpose and explanation of how the infrastructure investment contributes to one or more provisions of the Recovery Act:</p> <p>Purposes:</p> <p>(1) To preserve and create jobs, and promote economic recovery.</p> <p>(2) To assist those most impacted by the recession.</p> <p>(3) To provide investments to increase economic efficiency by spurring technological advances in science and health.</p> <p>(4) To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits.</p> <p>(5) To stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counter state and local tax increases.</p>	P
pop_st_address	<p>Prime recipient: Primary Place of Performance – Street Address</p> <p>Sub-recipient: Sub recipient Primary Place of Performance – Street Address</p>	Address of recipient’s primary place of performance. Comma-delimited address	P,S
pop_state_cd	<p>Prime recipient: Primary Place of Performance – State</p> <p>Sub-recipient: Sub recipient Place of Performance – State</p>	2 character state code for recipient’s primary place of performance	P,S
pop_country_cd	<p>Prime recipient: Primary Place of Performance – Country</p> <p>Sub-recipient: Sub recipient Place of Performance – Country</p>	Country of recipient’s primary place of performance	P,S
pop_city	<p>Prime recipient: Primary Place of Performance – City</p> <p>Sub-recipient: Sub recipient Place of Performance – City</p>	City name of recipient’s primary place of performance	P,S

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
pop_postal_cd	Prime recipient: Primary Place of Performance – Zip code + 4 Sub-recipient: Sub recipient Place of Performance – Zip code + 4	5 or 9 digit postal zip code for recipient's primary place of performance	P,S
pop_cong_dist	Prime recipient: Primary Place of Performance – Congressional District Sub-recipient: Sub recipient Place of Performance – Congressional District	Congressional district for recipient's primary place of performance	P,S
recipient_highcomp_rpt_app_flag	Prime recipient: Prime Recipient indication of reporting applicability Sub recipient: Sub Recipient indication of reporting applicability	Y/N indicator for required reporting.	P,S
recipient_officer_name	Prime recipient: Prime Recipient Highly Compensated Name (5) Sub recipient: Sub Recipient Highly Compensated Name (5)	Names of the five most highly compensated officers of the recipient for the calendar year in which the award is awarded based on parameters available on federalreporting.gov. Comma-delimited list of officer names	P,S
recipient_officer_totalcomp	Prime recipient: Prime Recipient Highly Compensated Compensation (5) (Conditional) Sub recipient: Sub Recipient Highly Compensated Compensation (5) (Conditional)	Total compensation of the most highly compensated individual. Comma-delimited list of up to five reported total compensation	P,S
total_number_small_sub-award	Total Number of Sub-awards less than \$25,000/award	Total number of sub-awards less than \$25,000 per award	P
total_amount_small_sub-award	Total Number of Sub-awards less than \$25,000/award	Total amount of sub-awards less than \$25,000 per award for the reporting quarter	P
total_number_small_sub-award_indiv	Total Number of Sub-awards to Individuals	Total number of sub-awards to individuals	P

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
total_amount_small_sub-award_indiv	Total Number of Sub-awards to Individuals	Total amount of sub-awards to individuals	P
total_number_small_sub-award_vend	Total Number of Payments to vendors less than \$25,000/award	Total number of payments to vendors less than \$25,000 per award.	P
total_amount_small_sub-award_vend	Total Amount of payments to vendors less than \$25,000/award	Total amount of payments to vendors less than \$25,000 per award for the reporting quarter.	P
govt_contract_office_cd	Government Contracting Office Code	The agency supplied code of the contracting office that executes the transaction	P
govt_contract_office_name	Government Contracting Office Name	The agency supplied name of the contracting office that executes the transaction	P
infrastructure_contact_name	Infrastructure Contact Name	Grants and loans only: Name, phone number, address, and email address of the appropriate contact.	P
infrastructure_contact_email	Infrastructure Contact Email	Grants and loans only: Email of appropriate contact	P
infrastructure_contact_phone	Infrastructure Contact Phone	Grants and loans only: Phone number of appropriate contact	P
infrastructure_contact_phone_ext	Infrastructure Contact Extn	Grants and loans only: Phone extension of appropriate contact	P
infrastructure_st_address	Infrastructure Contact Street Address	Grants and loans only: Address of Infrastructure contact. Comma delimited address	P
infrastructure_city	Infrastructure Contact City	Grants and loans only: City of Infrastructure contact	P
infrastructure_state_cd	Infrastructure Contact State	Grants and loans only: State code of Infrastructure contact	P
infrastructure_postal_cd	Infrastructure State/Local Contact Zip Code + 4	Grants and loans only: Zipcode of Infrastructure contact	P
activity_code	Activity Code (NAICS or NTEE-NPC)	For Federal Contracts: 6-digit North American Industry Classification System (NAICS) code found in the solicitation/contract. For Grants and Loans: North American Industry Classification System (NAICS) code(s) that describes the Recovery projects or activities under this award. A searchable list is at http://www.census.gov/naics/ .	P

Download Center Data Element	FederalReporting.gov Data Dictionary Field (where applicable)	Field Description	Applicable to Prime, Sub, or Vendor
		<p>For all other awards, the National Center for Charitable Statistics “NTEE–NPC” code(s) that describes the Recovery projects or activities under this award. A searchable code list is at http://nccsdataweb.urban.org/PubApps/nteeSearch.php?gQry=all-core&codeType=NPC.</p> <p>Comma-delimited list of up to 10 Activity codes as reported by the recipient.</p>	
activity_description	Description of the Activity Code for NAICS or NTEE-NPC.		P
late_submission_flag		Y/N indicator for late submission	P, S
late_submission_justification		Justification for late submission	P, S
tmstp_last_updt		Time stamp of last updated record	P, S, V
tmstp_created		Time stamp of creation of record	P, S, V