



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

January 25, 2011

COUNTY FISCAL LETTER (CFL) NO. 10/11-49

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY AUDITOR CONTROLLERS
COUNTY PROBATION OFFICERS

SUBJECT: REQUIREMENTS FOR IMPLEMENTING THE FEDERAL FUNDING
ACCOUNTABILITY AND TRANSPARENCY ACT OF 2006 (FFATA)

This CFL is to provide information and request data relative to the implementation of FFATA reporting by the California Department of Social Services (CDSS). The implementation of FFATA requires the Department, as a prime grant awardee, to report sub-recipient information for any federal sub-award of \$25,000 or more.

Federal Funding Accountability and Transparency Act of 2006

The FFATA was signed on September 26, 2006, and creates new federal fund reporting responsibilities effective October 1, 2010. The intent of this act is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

The FFATA Sub-award Reporting System (FSRS) is the reporting tool federal prime awardees, such as CDSS, use to capture and report sub-award and executive compensation data regarding their first-tier sub-awardees to meet the FFATA reporting requirements. Prime contract awardees will report against sub-contracts awarded and prime grant awardees will report against sub-grants awarded. The sub-award information entered in FSRS will then be displayed on www.USASpending.gov associated with the prime award furthering federal spending transparency.

REQUIREMENTS OF FFATA REPORTING

As a result of the implementation of FFATA, effective October 1, 2010, CDSS must report data on all federal sub-awards to the counties, which for reporting purposes

means reporting federal funds provided via allocations, reimbursements, and/or any contract with each county. The CDSS is required to report sub-award amounts of \$25,000 or more and the names and total compensation of the five most highly compensated officers of the sub-awardee entity if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in federal awards and \$25,000,000 or more in annual gross revenues from federal awards, and if the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

In order for CDSS to report the necessary information, each county will need to provide the Department the following information:

- Data Universal Numbering System (DUNS) Number.
- Names and total compensation of the five most highly compensated officers or the public website where this information is readily available, if this information is not available on the State Controller's website, http://www.sco.ca.gov/compensation_search.html.

Other than the executive compensation described above, each county, as a sub-awardee, does not need to provide CDSS with any additional financial data for FFATA purposes at this time. Additional information regarding securing a DUNS number, if you don't already have one, is addressed below.

OBTAINING A DUNS NUMBER

Each county that receives federal funds from CDSS must have a DUNS Number. The DUNS Number is assigned by an agent of the federal government, Dun & Bradstreet, Inc. (D&B), to identify unique business entities. The D&B provides a DUNS Number, a unique nine digit identification number, for each physical location of your business/or agency. A DUNS Number assignment is 'FREE' for all businesses required to register with the United States federal government for contracts, grants, and/or sub-awards. If your county has received a federal grant directly from a federal agency, you most likely already have a DUNS Number assigned. The DUNS Number is required for CDSS to enter the sub-award data for your county into FSRs.

A county can obtain a DUNS Number through the D&B website at www.dnb.com where you should select "Get a D&B D-U-N-S Number" and follow the registration instructions accordingly. You may complete this process via the web or by phone. If you already

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have a DUNS Number, please provide CDSS the number using the attached form. As a first tier sub-awardee, FFATA does not require you to register at the federal Central Contractor Registration.

SUBMITTING INFORMATION TO CDSS

In order for CDSS to enter the required federal funds data into FSRs, each county will need to provide CDSS their DUNS Number and executive compensation information using the attached form. Each county will need to complete, certify, and submit the form to CDSS by **February 15, 2011**.

If you have any questions regarding this CFL, please direct them to the Fiscal Systems Bureau electronic mailbox at fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

FRAN MUELLER
Deputy Director
Administration Division

Attachment

**FEDERAL FUNDING ACCOUNTABILITY AND
TRANSPARENCY ACT OF 2006 (FFATA)
FORM**

COUNTY NAME	
CONTACT PERSON	
PHONE NUMBER	

COUNTY DUNS NUMBER	
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**WEBSITE FOR COUNTY WELFARE DEPARTMENT (CWD) EXECUTIVE
COMPENSATION**

State Controller's Website Yes ___ No ___ (if no, please provide other website address)
Other Website Address _____

If no website exists, please provide the executive compensation information below:

TOP 5 CWD EXECUTIVE COMPENSATION (if not published on public website)

YEAR	TITLE	ANNUAL AMOUNT

Please sign below and submit completed form to:

California Department of Social Services
Fund Accounting and Reporting Bureau
744 P Street MS 9-4-76
Sacramento, CA 95814

I hereby certify, under penalty of perjury, that I am the official responsible for the administration of the funds in said county, that the information provide on this FFATA form is accurate and true to the best of my knowledge.

Signature of County Welfare Director

Date