

NOAA's Grants Management Division

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Current

2015

What's New In Financial Assistance

ASAP Control Detail Accounts

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- Objectives
- Background
- ASAP Account Types
- Detail Account ID(s)
- ASAP Payment Request Screens
- Resources
- Questions



Objectives

1. Gain a high level understanding of ASAP Control Detail Accounts and NOAA's recent implementation
2. Learn the importance of the Account Detail Profile Inquiry in conjunction with payment requests in ASAP.gov for Control Detail Accounts for NOAA awards
3. Know where to access NOAA's full training on Control Detail Accounts



Background

- Closing Fiscal Year 14 required additional down time due to the Department of the Treasury mandates requiring changes in the Automated Standard Application for Payments (ASAP) in order to satisfy new Central Accounting Reporting System (CARS) reporting requirements effective Fiscal Year 2015. DoC required additional time to execute the required changes and transmit updates to ASAP accordingly before removing the temporary suspend for each ASAP Account
- The changes in ASAP impacted the Federal government bureaus. Recipients were not impacted by the Treasury mandates



Background Continued

- ASAP did not introduce new account types with this change. The DoC historically only used one of the available account types for its awards
- Due to the changes in the reporting requirements and related complexities, NOAA chose to begin using a different account type in ASAP for new awards. However, additional development was required in order to effectively use the other account type. Those changes were implemented in February 2015



ASAP Account Types

- **An ASAP Account Type:**
 - Can be either:
 1. Regular
 2. Control Detail
 - ***Cannot be modified*** - Once an account type is established on an award it must remain throughout the life of the grant and cannot be changed
- **Existing Awards:**
 - NOAA Awards received on or before 2/13/2015 remain Regular Accounts in ASAP.gov
 - Payment requests remain the same – there are no changes
- **New Awards:**
 - Awards received on or after 2/17/2015 will appear as Control Detail Accounts in ASAP.gov¹
 - Payment requests will require selecting Detail Account ID(s) for funds withdrawal

¹Exception:

New Cooperative Institute (CI) Awards will continue to appear as Regular Accounts in ASAP.gov



Control Detail Accounts

- Treasury requires Detail Account ID(s) on each Control Detail Account
- The Detail Account ID(s) must be unique within each award (no two Detail Account ID(s) can be the same on a single award)
- Each Detail Account ID may be up to 30 characters in length
- A Cumulative Draw Limit is associated with each Detail Account ID. The Cumulative Draw Limit indicates the maximum funds that can be drawn from the Detail Account ID. The sum of all Cumulative Draw Limits is the total amount authorized on the award. Note this should not be confused with the amount of the Grant itself. The amount authorized will be less than or equal to the amount awarded



Control Detail Accounts Continued

- Detail Account ID(s) appear on the payment screen in alphabetical order. *It is recommended Recipients accept the ASAP.gov sort default.*
- Each Control Detail Account will show the total remaining authorized funds available on the award with a list of all Detail Account ID(s) associated with the award
- Payment requests require entering a dollar amount on one or more Detail Account ID(s)



Detail Account ID

- Each bureau determines the values to populate in the Detail Account ID(s)
- NOAA will populate the Detail Account ID(s) to aid the Recipient in determining which Detail Account ID to select when more than one exists on an award
- Detail Account ID(s) will consist of 4 segments separated by dashes
- Detail Account ID(s) should be reviewed starting with the first segment and then looking at each subsequent segment of the Detail Account ID when more than one exists on the award



NOAA Detail Account ID Nomenclature

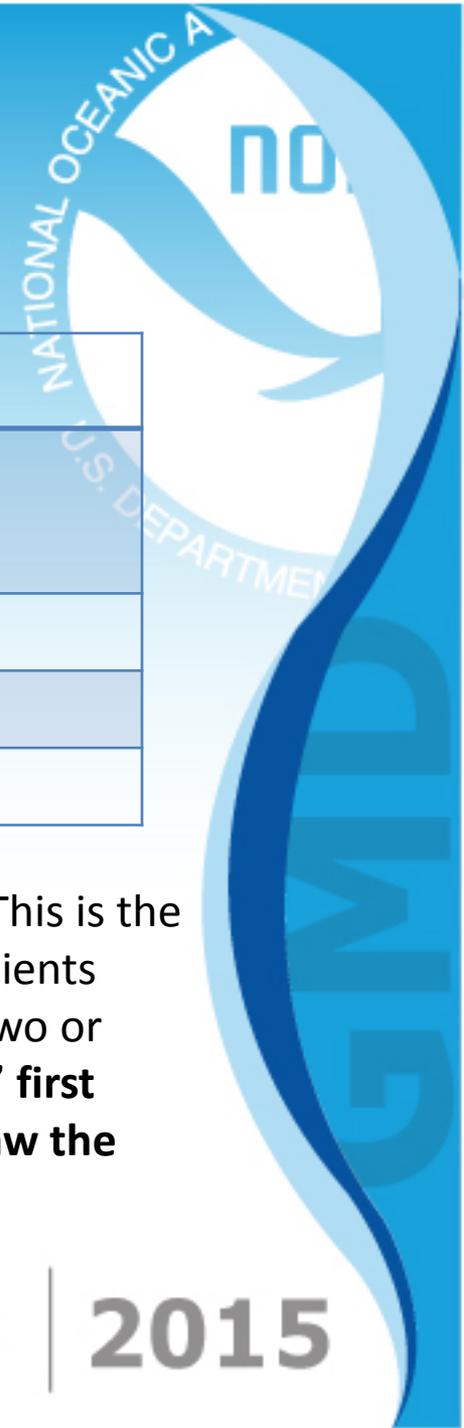
1. Descriptor (20)
2. Fund Type indicator (1)
3. Grants Online Amendment Number (3)
4. Grants Online Accounting Line Number on the Amendment (3)

- The Descriptor contains a brief description related to the work performed to aid the Recipient when requesting payments
- There are 3 possible values for the Fund Type indicator: “R”, “T”, or “X”

In the event there are two or more Detail Account ID(s) on an award with the same Descriptor, then review the Fund Type indicator to determine which order to request funds:

- Detail Account ID(s) with “R” in the second segment should always be drawn **first**
- Detail Account ID(s) with “X” in the second segment should always be drawn **last**

- Segments three and four are used in the event there are two or more Detail Account ID(s) with the same values in Segments one and two. When the Descriptor and Fund Type are the same on more than one Detail Account ID, then make payment requests based on the lowest Amendment number first

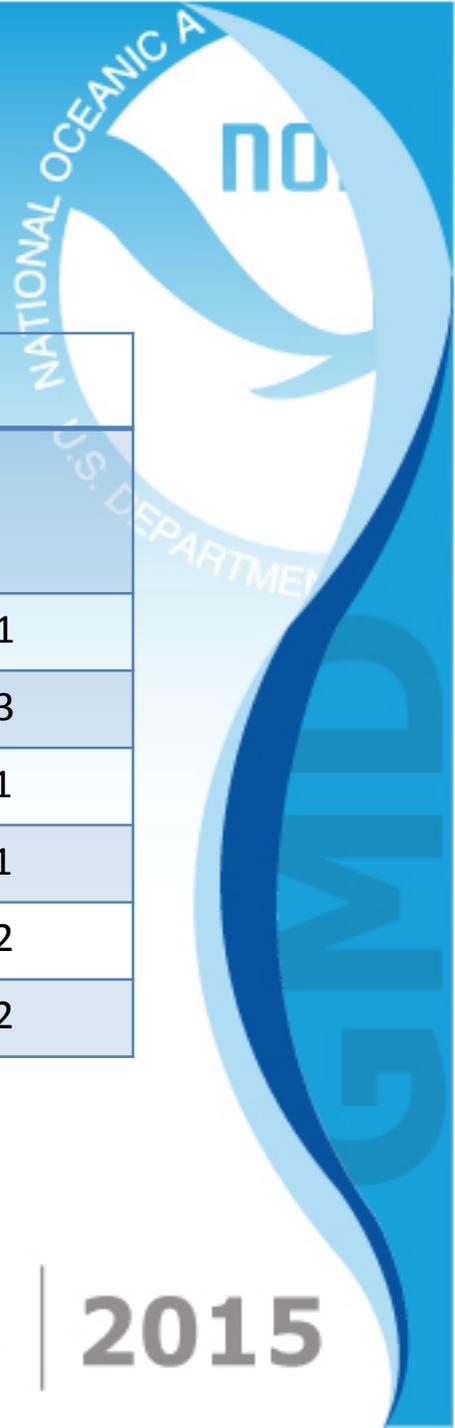


Multiple Detail Account ID(s) Example 1

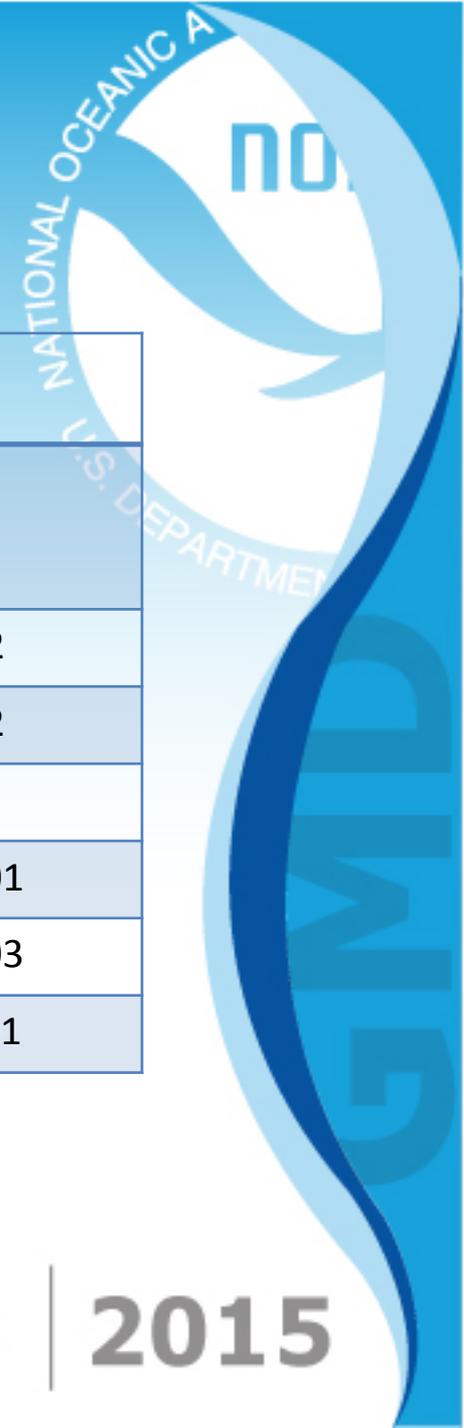
Single "Descriptor"		
	Grants Online Order (as added to Award)	ASAP.gov Sort Order
1.	MARINE MAMMALS-X-000-001	MARINE MAMMALS-R-001-001
2.	MARINE MAMMALS-T-000-002	MARINE MAMMALS-T-000-002
3.	MARINE MAMMALS-R-001-001	MARINE MAMMALS-X-000-001

Notice how the "R" appears first and the "X" appears last in ASAP.gov. This is the default sort in ASAP.gov that NOAA intentionally leveraged to help recipients forcing Detail Account ID(s) with "R" funds at the top of the list when two or more Descriptors are the same. **Draw the funds from the fund type "R" first when two or more Detail Account ID(s) have the same Descriptor. Draw the funds from fund type "X" last.**

Multiple Detail Account ID(s) Example 2



Single "Descriptor"		
	Grants Online Order (as added to Award)	ASAP.gov Sort Order
1.	SALMON RECOVERY ACT-T-000-001	SALMON RECOVERY ACT-R-001-001
2.	SALMON RECOVERY ACT-X-000-002	SALMON RECOVERY ACT-R-002-003
3.	SALMON RECOVERY ACT-R-001-001	SALMON RECOVERY ACT-T-000-001
4.	SALMON RECOVERY ACT-T-002-001	SALMON RECOVERY ACT-T-002-001
5.	SALMON RECOVERY ACT-X-002-002	SALMON RECOVERY ACT-X-000-002
6.	SALMON RECOVERY ACT-R-002-003	SALMON RECOVERY ACT-X-002-002



Multiple Detail Account ID(s) Example 3

Multiple "Descriptors"		
	Grants Online Order (as added to Award)	ASAP.gov Sort Order
1.	SALMON RECOVERY ACT-T-000-001	COUNCIL COMMISSION-X-000-002
2.	COUNCIL COMMISSION-X-000-002	COUNCIL COMMISSION-X-002-002
3.	SALMON RECOVERY ACT-R-001-001	MARINE MAMMALS-T-002-001
4.	MARINE MAMMALS-T-002-001	SALMON RECOVERY ACT-R-001-001
5.	COUNCIL COMMISSION-X-002-002	SALMON RECOVERY ACT-R-002-003
6.	SALMON RECOVERY ACT-R-002-003	SALMON RECOVERY ACT-T-000-001



Automated Standard Application for Payments (ASAP)

- Account Detail Profile Inquiry
- Control Detail Payment Request

Pre Pymt - Account Detail Profile Inquiry



Automated Standard Application for Payments ACCOUNT DETAIL PROFILE INQUIRY

ALC/Region : 13140001/
 Recipient ID : 5134856
 Account ID : FNA15NMF4693144

Short Name : NOAA
 Short Name : VIMS

Account Type : Control Account
 Account ID : FNA15NMF4693144
 Description : NOAAGRANTNMFS

Total Cumulative Draw Limit : \$210.00

Available Balance : \$210.00



Account Detail ID	Account Status	Cumulative Draw Limit	Cumulative Draws/BE/RP To Date
COUNCIL COMMISSION-X-000-002	Open	\$30.00	\$0.00
COUNCIL COMMISSION-X-002-002	Open	\$50.00	\$0.00
MARINE MAMMALS-T-002-001	Open	\$15.00	\$0.00
SALMON RECOVERY ACT-R-001-001	Open	\$35.00	\$0.00
SALMON RECOVERY ACT-R-002-003	Open	\$60.00	\$0.00
SALMON RECOVERY ACT-T-000-001	Open	\$20.00	\$0.00

ASAP Payment Request Step 2



kimmy perry
Working For 5134856

Home Enrollments Payment Requests Agency Functions Reports Inquiries Help Log Off

Initiate Payment Requests (PR)

Step 2 of 4
Enter Payment Transactions
[Display Selection Criteria](#)

Payment Request Type : Individual
Payment Method : FEDWIRE
Bank Relationship : 051404260****TEST
Requested Settlement Date : 02/25/2015

Your criteria matched 1 account(s)

Recipient : VIRGINIA INSTITUTE OF MARINE (5134856)
Federal Agency : NATIONAL OCEANIC AND ATMOSPHER (13140001)

Cash on Hand : \$ Total : \$

Account ID	Account Status	Requestor Reference Number	Available Balance	Amount Requested	Remittance Data
FNA1SNMF4693144	Open	Training	\$210.00		
FNA1SNMF4693144 - COUNCIL COMMISSION-X-000-002	Open			\$ <input type="text"/>	+
FNA1SNMF4693144 - COUNCIL COMMISSION-X-002-002	Open			\$ <input type="text"/>	+
FNA1SNMF4693144 - MARINE MAMMAL S-T-002-001	Open			\$ <input type="text"/>	+
FNA1SNMF4693144 - SALMON RECOVERY ACT-R-001-001	Open			\$ <input type="text"/>	+
FNA1SNMF4693144 - SALMON RECOVERY ACT-R-002-003	Open			\$ <input type="text"/>	+
FNA1SNMF4693144 - SALMON RECOVERY ACT-T-000-001	Open			\$ <input type="text"/>	+

Continue Sort Cancel Help for this step

Detail Account ID(s)

Awards with a Control Detail Account type will display as shown above. The available balance reflects what remains available to draw on the Award (factoring in any previous payments).



ASAP Payment Request Step 2 Continued

The screenshot shows the "ASAP" web application interface. At the top, the user is identified as "kimmy perry Working For 5134856". The navigation menu includes Home, Enrollments, Payment Requests, Agency Functions, Reports, Inquiries, Help, and Log Off. The main heading is "Initiate Payment Requests (PR)" and the current step is "Step 2 of 4 Enter Payment Transactions". A box displays the payment details: "Payment Request Type : Individual", "Payment Method : FEDWIRE", "Bank Relationship : 051404260****TEST", and "Requested Settlement Date : 02/25/2015". Below this, it states "Your criteria matched 1 account(s)". The recipient is "VIRGINIA INSTITUTE OF MARINE (S134856)" and the federal agency is "NATIONAL OCEANIC AND ATMOSPHER (13140001)". A "Cash on Hand" field is set to "\$" and a "Total" field is highlighted with a red box, showing "\$ 110.00". A table lists account IDs and their corresponding amounts requested, with a "Total" of \$210.00. The table has columns for Account ID, Account Status, Requestor Reference Number, Available Balance, Amount Requested, and Remittance Data. The accounts listed are: FNA15NMF4693144 (Open, Training, \$210.00), FNA15NMF4693144 - COUNCIL COMMISSION-X-000-002 (Open, \$20.00), FNA15NMF4693144 - COUNCIL COMMISSION-X-002-002 (Open, \$), FNA15NMF4693144 - MARINE MAMMAL S-T-002-001 (Open, \$15.00), FNA15NMF4693144 - SALMON RECOVERY ACT-R-001-001 (Open, \$35.00), FNA15NMF4693144 - SALMON RECOVERY ACT-R-002-003 (Open, \$40.00), and FNA15NMF4693144 - SALMON RECOVERY ACT-T-000-001 (Open, \$). At the bottom, there are buttons for "Continue", "Sort", "Cancel", and "Help for this Step".

Enter an amount per Account ID
(based on work performed and following NOAA's guidance above related to the Account ID names)

Notice the "Total" field. This is the sum of the requested amounts per Account ID

ASAP Payment Request Step 3



kimmy perry
Working For 5134856

Home | Enrollments | Payment Requests | Agency Functions | Reports | Inquiries | Help | Log Off

Initiate Payment Requests (PR)

Step 3 of 4
Review Payment Transactions

Payment Request Type : Individual
 Payment Method : FEDWIRE
 Bank Relationship : 051404260****TEST
 Requested Settlement Date : 02/25/2015

Recipient : VIRGINIA INSTITUTE OF MARINE (5134856)

Federal Agency : NATIONAL OCEANIC AND ATMOSPHER (13140001)

Cash on Hand : \$ Total : \$ 110.00

Row #	Account ID	Account Status	Requestor Reference Number	Available Balance	Amount Requested	Remittance Data
<input checked="" type="checkbox"/>	FNA15NMF4693144	Open	TRAINING	\$210.00		
<input checked="" type="checkbox"/>	FNA15NMF4693144 - COUNCIL COMMISSION-X-000-002	Open			\$ 20.00	<input type="button" value="+"/>
<input checked="" type="checkbox"/>	FNA15NMF4693144 - MARINE MAMMAL S-T-002-001	Open			\$ 15.00	<input type="button" value="+"/>
<input checked="" type="checkbox"/>	FNA15NMF4693144 - SALMON RECOVERY ACT-R-001-001	Open			\$ 35.00	<input type="button" value="+"/>
<input checked="" type="checkbox"/>	FNA15NMF4693144 - SALMON RECOVERY ACT-R-002-003	Open			\$ 40.00	<input type="button" value="+"/>



Review the amounts requested and make changes as needed

ASAP Payment Request Step 4


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Working For 5134856

Home Enrollments Payment Requests Agency Functions Reports Inquiries Help Log Off

Initiate Payment Requests (PR)

Step 4 of 4
Payment Transaction Confirmation

Payment Request Sequence Number : 02-25-2015 70805139

Payment Request Type : Individual
 Payment Method : FEDWIRE
 Bank Relationship : 051404260****TEST
 Requested Settlement Date : 02/25/2015
 Requested Date and Time : 02/25/2015:16:38
 Total Items : 1

Recipient : VIRGINIA INSTITUTE OF MARINE (5134856)

Federal Agency : NATIONAL OCEANIC AND ATMOSPHER (13140001)

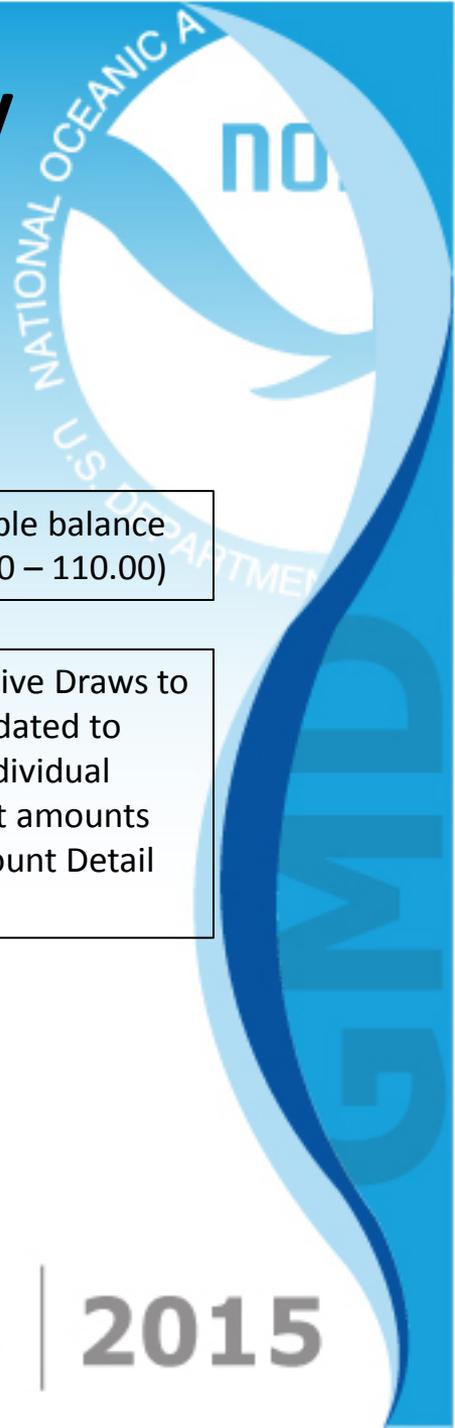
Cash on Hand : Total : \$110.00

Seq # / Item #	Account ID	Account Status	Requestor Reference Number	Available Balance	Amount Requested	Remittance Data	Payment Request Status
00001/1	FNA15NMF4693144	Open	TRAINING	\$100.00			Sent to Funds
	FNA15NMF4693144 - COUNCIL COMMISSION-X-000-002	Open			\$20.00		
	FNA15NMF4693144 - MARINE MAMMAL S-T-002-001	Open			\$15.00		
	FNA15NMF4693144 - SALMON RECOVERY ACT-R-001-001	Open			\$35.00		
	FNA15NMF4693144 - SALMON RECOVERY ACT-R-002-003	Open			\$40.00		

Printer Friendly Help for this Step



Post Pymt - Account Detail Profile Inquiry



**Automated Standard Application for Payments
ACCOUNT DETAIL PROFILE INQUIRY**

ALC/Region : 13140001/ Short Name : NOAA
 Recipient ID : 5134856 Short Name : VIMS
 Account ID : FNA15NMF4693144

Account Type : Control Account
 Account ID : FNA15NMF4693144
 Description : TRAINING
 Total Cumulative Draw Limit : \$210.00
 Available Balance : \$100.00

Account Detail ID	Account Status	Cumulative Draw Limit	Cumulative Draws/BE/RP To Date
COUNCIL COMMISSION-X-000-002	Open	\$30.00	-\$20.00
COUNCIL COMMISSION-X-002-002	Open	\$50.00	\$0.00
MARINE MAMMALS-T-002-001	Open	\$15.00	-\$15.00
SALMON RECOVERY ACT-R-001-001	Open	\$35.00	-\$35.00
SALMON RECOVERY ACT-R-002-003	Open	\$60.00	-\$40.00
SALMON RECOVERY ACT-T-000-001	Open	\$20.00	\$0.00

Available balance
(210.00 – 110.00)

Cumulative Draws to Date updated to show individual payment amounts per Account Detail ID



Additional Items Covered in Training Materials

- Step-by-Step procedures on:
 - Running the Account Detail Profile Inquiry
 - Making a payment request
- Error Messages
- Return ACH
- Book Entry Adjustments*

* Recipients with Regular and Control Detail Awards

Resources



- NOAA Recipient Training on Control Detail Accounts:
 - Grants Online – Grant Recipients Training Web Page
http://www.corporateservices.noaa.gov/grantsonline/gol_training_GRANTEE.htm

10. ASAP Control Detail Guidance - NOAA Awards

- ASAP.gov functionality
Bureau of the Fiscal Service ASAP Customer Service Number
Kansas City Financial Center

Phone: [855-868-0151](tel:855-868-0151)

Please listen and follow the prompts for ASAP

Hours of Operation: **6:30 AM - 5:30 PM Central Time (Monday - Friday)**

Email: kfc.asap@fms.treas.gov

- General Award information
Contact your NOAA Program Officer/Grants Specialist

