

**Education Department Recipient Reporting Tip Sheets for
IDEA Formula Grant Programs
OCTOBER 2010 REPORTING**

Links to Guidance and Frequently Asked Questions (FAQs)

- Updated Guidance on the American Recovery and Reinvestment Act, September 24, 2010 (OMB's Guidance on the Education Jobs Fund, updated reporting procedures, changes for federal contractors, and improving transparency of narrative descriptions in recipient reporting)
<http://www.whitehouse.gov/sites/default/files/omb/memoranda/2010/m10-34.pdf>
- Updated Guidance on the American Recovery and Reinvestment Act – Data Quality, Non-Reporting Recipients, and Reporting of Job Estimates, December 18, 2009 (OMB's Updated Jobs Guidance)
http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf
- Implementing Guidance for the Reports on Use of Funds Pursuant to the American Recovery and Reinvestment Act of 2009, June 22, 2009 (OMB's ARRA Guidance)
http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf
- Frequently Asked Questions, American Recovery and Reinvestment Act of 2009 (OMB's ARRA FAQs)
http://www.whitehouse.gov/OMB/RECOVERY_FAQS
- Recipient Reporting Data Model, which has been updated to align with all changes included in OMB's Updated Jobs Guidance (Recipient Reporting Data Model)
<https://www.federalreporting.gov/federalreporting/downloads.do#rrdm>
- U.S. Department of Education Clarifying Guidance on Recovery Act Section 1512 Quarterly Reporting (ED's Clarifying Guidance)
<http://www.ed.gov/policy/gen/leg/recovery/section-1512.html>
- FederalReporting.gov User Guidance
<https://www.federalreporting.gov/federalreporting/downloads.do#docs>
- Reporting Enhancements for October 2010 Reporting
<https://www.federalreporting.gov/federalreporting/home.do>

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**Education Department Recipient Reporting Tip Sheets for
IDEA Formula Grant Programs
OCTOBER 2010 REPORTING**

PRIME RECIPIENT REPORT

	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
RECIPIENT REPORT: GRANT OR LOAN				
PRIME RECIPIENT				
REPORTING INFORMATION				
1.	Award Type:	Select "Grant"	Select "Grant"	Select "Grant"
2.	Award Number:	Enter the PR/Award Number provided in box 5 of your Grant Award Notification (GAN).	Enter the PR/Award Number provided in box 5 of your Grant Award Notification (GAN).	Enter the PR/Award Number provided in box 5 of your Grant Award Notification (GAN).
3.	Final Report:	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".
AWARD RECIPIENT INFORMATION				
4.	Recipient DUNS No:	Enter the same DUNS for which the grant was awarded as found in box 8 of the GAN. Additional guidance regarding DUNS numbers is provided in OMB's ARRA FAQs (http://www.whitehouse.gov/OMB/RECOVERY_FAQS/#r4).	Enter the same DUNS for which the grant was awarded as found in box 8 of the GAN. Additional guidance regarding DUNS numbers is provided in OMB's ARRA FAQs (http://www.whitehouse.gov/OMB/RECOVERY_FAQS/#r4).	Enter the same DUNS for which the grant was awarded as found in box 8 of the GAN. Additional guidance regarding DUNS numbers is provided in OMB's ARRA FAQs (http://www.whitehouse.gov/OMB/RECOVERY_FAQS/#r4).
5.	Recipient Account Number:	If applicable, enter the account number or any other identifying number assigned by the recipient to the award. This field is optional.	If applicable, enter the account number or any other identifying number assigned by the recipient to the award. This field is optional.	If applicable, enter the account number or any other identifying number assigned by the recipient to the award. This field is optional.
6.	Recipient Congressional	Enter or select the congressional district corresponding to the	Enter or select the congressional district corresponding to the recipient's DUNS address zip	Enter or select the congressional district corresponding to the recipient's DUNS address zip

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	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
	District:	recipient's DUNS address zip code + 4.	code + 4.	code + 4.
AWARD INFORMATION				
7.	Funding Agency Code:	Enter "9124"	Enter "9124"	Enter "9124"
8.	Awarding Agency Code:	Enter "9124"	Enter "9124"	Enter "9124"
9.	Award Date:	Enter the award date as found in box 10 of the GAN.	Enter the award date as found in box 10 of the GAN.	Enter the award date as found in box 10 of the GAN.
10.	Award Amount:	Enter the "cumulative amount" of the award as found in box 7 of the GAN.	Enter the "cumulative amount" of the award as found in box 7 of the GAN.	Enter the "cumulative amount" of the award as found in box 7 of the GAN.
11.	CFDA Number:	Enter "84.391." Do not include the alpha designation at the end of the CFDA number on your GAN.	Enter "84.392." Do not include the alpha designation at the end of the CFDA number on your GAN.	Enter "84.393." Do not include the alpha designation at the end of the CFDA number on your GAN.
12.	Program Source (TAS):	Select "(91-0299) Special Education, Recovery Act"	Select "(91-0299) Special Education, Recovery Act"	Select "(91-0299) Special Education, Recovery Act"
13.	Sub Account Number for Program Source (TAS)	N/A - ED does not use TAS sub-account numbers. This field is optional.	N/A - ED does not use TAS sub-account numbers. This field is optional.	N/A - ED does not use TAS sub-account numbers. This field is optional.
14.	Total number of sub-awards to individuals:	N/A - Sub-awards are not made to individuals.	N/A - Sub-awards are not made to individuals.	If applicable, enter the total number of sub-awards made to individuals.
15.	Total amount of sub-awards to individuals:	N/A - Sub-awards are not made to individuals.	N/A - Sub-awards are not made to individuals.	If applicable, enter the total dollar value of sub-awards made to individuals.

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16.	Total number of payments to vendors less than \$25,000/award:	Enter the total number of vendor payments of less than \$25,000/award. Include only vendor payments made by the Prime Recipient. Guidance regarding who is a vendor is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html).	Enter the total number of vendor payments of less than \$25,000/award. Include only vendor payments made by the Prime Recipient. Guidance regarding who is a vendor is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html).	Enter the total number of vendor payments of less than \$25,000/award. Include only vendor payments made by the Prime Recipient. Guidance regarding who is a vendor is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html).
17.	Total amount of payments to vendors less than \$25,000:	Enter the total dollar value of payments less than \$25,000 awarded to vendors. Include only vendor payments made by the Prime Recipient. Please see tip above for Total number of payments to vendors less than \$25,000/award.	Enter the total dollar value of payments less than \$25,000 awarded to vendors. Include only vendor payments made by the Prime Recipient. Please see tip above for Total number of payments to vendors less than \$25,000/award.	Enter the total dollar value of payments less than \$25,000 awarded to vendors. Include only vendor payments made by the Prime Recipient. Please see tip above for Total number of payments to vendors less than \$25,000/award.
18.	Total number of sub-awards less than \$25,000/award:	Enter the total number of sub-awardees (LEAs) that received a total grant award of less than \$25,000. Additional guidance regarding who is a sub-recipient is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html).	Enter the total number of sub-awardees (LEAs) that received a total grant award of less than \$25,000. Additional guidance regarding who is a sub-recipient is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html). Per OMB's ARRA FAQs (http://www.whitehouse.gov/OM	Enter the total number of sub-awardees that received a total grant award of less than \$25,000. Additional guidance regarding who is a sub-recipient is available in OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and ED's Clarifying Guidance (http://www.ed.gov/policy/gen/leg/recovery/section-1512.html). Per OMB's ARRA FAQs (http://www.whitehouse.gov/OM

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		Per OMB's ARRA FAQs (http://www.whitehouse.gov/OMB/RECOVERY_FAQS/#agg2), a prime recipient is not required to aggregate its awards for instances where sub-awards are less than \$25,000. If the prime recipient chooses it can disaggregate reporting for all sub-awards, regardless of the award amount.	B/RECOVERY_FAQS/#agg2), a prime recipient is not required to aggregate its awards for instances where sub-awards are less than \$25,000. If the prime recipient chooses it can disaggregate reporting for all sub-awards, regardless of the award amount.	B/RECOVERY_FAQS/#agg2), a prime recipient is not required to aggregate its awards for instances where sub-awards are less than \$25,000. If the prime recipient chooses it can disaggregate reporting for all sub-awards, regardless of the award amount.
19.	Total amount of sub-awards less than \$25,000:	Enter the total dollar value of awards less than \$25,000 awarded to sub-recipients. Please see tip above for Total number of sub-awards less than \$25,000/award.	Enter the total dollar value of awards less than \$25,000 awarded to sub-recipients. Please see tip above for Total number of sub-awards less than \$25,000/award.	Enter the total dollar value of awards less than \$25,000 awarded to sub-recipients. Please see tip above for Total number of sub-awards less than \$25,000/award.
20.	Award Description:	Enter "Assist States in providing special education and related services to children with disabilities in accordance with Part B of the IDEA."	Enter "Assist States to make available special education and related services for children with disabilities age 3 through 5 years, and at a State's discretion, to 2 year old children with disabilities who will reach age three during the school year."	Enter "Assist States in the implementation of a statewide, comprehensive, coordinated, multidisciplinary, interagency system of early intervention services for infants and toddlers with disabilities and their families."
PROJECT INFORMATION				
21.	Project Name:	Enter "Grants to States for the Education of Children with Disabilities"	Enter "Preschool Grants for Children with Disabilities"	Enter "Early Intervention Program for Infants and Toddlers with Disabilities"
22.	Project Status:	For formula grants, and other awards funding multiple services and products, recipients need to provide a	For formula grants, and other awards funding multiple services and products, recipients need to provide a best estimate of	For formula grants, and other awards funding multiple services and products, recipients need to provide a best estimate of

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		best estimate of completion status (as a percentage, i.e., 100% complete, 50% complete, less than 50% complete) of all projects or activities supported by the whole grant. We understand that for formula grants, this will be a rough estimate. For grants that are distributed by formula to sub-recipients, such as school districts, and then used by the sub-recipients for a variety of expenses, the prime recipient should use the percentage of its award that the prime recipient has drawn down to measure the project status.	completion status (as a percentage, i.e., 100% complete, 50% complete, less than 50% complete) of all projects or activities supported by the whole grant. We understand that for formula grants, this will be a rough estimate. For grants that are distributed by formula to sub-recipients, such as school districts, and then used by the sub-recipients for a variety of expenses, the prime recipient should use the percentage of its award that the prime recipient has drawn down to measure the project status.	completion status (as a percentage, i.e., 100% complete, 50% complete, less than 50% complete) of all projects or activities supported by the whole grant. We understand that for formula grants, this will be a rough estimate. For grants that are distributed by formula to sub-recipients, such as school districts, and then used by the sub-recipients for a variety of expenses, the prime recipient should use the percentage of its award that the prime recipient has drawn down to measure the project status.
23.	Total Federal Amount ARRA Funds Received/ Invoiced:	Enter the amount the SEA has drawn-down. This information is available in the G5 system.	Enter the amount the SEA has drawn-down. This information is available in the G5 system.	Enter the amount the Lead Agency has drawn-down. This information is available in the G5 system.
24.	Number of Jobs:	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying Guidance on Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying Guidance on Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying Guidance on Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.
25.	Description of Jobs Created:	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying Guidance on	Please see OMB's Updated Jobs Guidance (http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf). Note, ED's September 2009 Clarifying Guidance on

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		<p>Guidance on Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.</p> <p>Please note that the description of jobs created should include a brief description of the types of jobs created or retained. This description may rely on job titles, broader labor categories, or the recipient's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work.</p>	<p>Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.</p> <p>Please note that the description of jobs created should include a brief description of the types of jobs created or retained. This description may rely on job titles, broader labor categories, or the recipient's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work.</p>	<p>Reporting on Jobs Creation/Retention Estimates by Recipients has been superseded by OMB's Updated Jobs Guidance.</p> <p>Please note that the description of jobs created should include a brief description of the types of jobs created or retained. This description may rely on job titles, broader labor categories, or the recipient's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work.</p>
26.	Quarterly Activities/ Project Description:	<p>Provide information on the program's purpose(s), status, and goal(s). As part of responding to this question, an SEA may want to include the information that the SEA provided for "Award Description," along with other information about what the program identified by the SEA.</p> <p>States should provide examples of activities supported by IDEA Part B funds conducted by its LEAs (or a subset of LEAs) during the quarter and, to the extent possible, potential outcomes or results from the use of IDEA ARRA funds. States may obtain this information from grant applications, program plans, a review of</p>	<p>Provide information on the program's purpose(s), status, and goal(s). As part of responding to this question, an SEA may want to include the information that the SEA provided for "Award Description," along with other information about what the program identified by the SEA.</p> <p>States should provide examples of activities supported by IDEA Part B Section 619 funds conducted by its LEAs (or a subset of LEAs) during the quarter and, to the extent possible, potential outcomes or results from the use of IDEA ARRA funds. States may obtain this information from grant applications, program plans, a review of LEA submitted ARRA 1512 data, and State ARRA monitoring of LEAs.</p>	<p>Provide information on the program's purpose(s), status, and goal(s). As part of responding to this question, a Lead Agency may want to include the information that the Lead Agency provided for "Award Description," along with other information about what the program identified by the Lead Agency.</p> <p>States should provide examples of activities supported by IDEA Part C funds conducted by its Early Intervention Services Programs/Providers (EIS Programs/Providers) (or a subset of EIS Programs/Providers) during the quarter and to the extent possible potential outcomes or results from the use of IDEA ARRA funds. States may obtain this information from</p>

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		LEA submitted ARRA 1512 data, and State ARRA monitoring of LEAs. Finally, if applicable, States should report on State administration activities funded under IDEA Part B ARRA administrative set aside. (See Federal Register Vol. 74 No. 206, October 27, 2009.)		its contracts, a review of EIS Programs/Providers submitted ARRA 1512 data, and State ARRA monitoring of EIS Programs/Providers.
27.	Activity Code: (Up to 10 activity codes may be entered)	For programs and projects - use NTEE-NPC code "B04.20" for special education. For school building construction – use NAICS subcode 236220. A complete list of NAICS subcodes is found at http://www.naics.com/naics23.htm (NOTE: NAICS codes must be 6 digits. You can search for an NAICS and NTEE-NPC codes on the FederalReporting Excel 2003 Template.)	For programs and projects - use NTEE-NPC code "B04.20" for special education. For school building construction – use NAICS subcode 236220. A complete list of NAICS subcodes is found at http://www.naics.com/naics23.htm (NOTE: NAICS codes must be 6 digits. You can search for an NAICS and NTEE-NPC codes on the FederalReporting Excel 2003 Template.)	For programs and projects - use NTEE-NPC code "E12.06" for early intervention and prevention. For school building construction – use NAICS subcode 236220. A complete list of NAICS subcodes is found at http://www.naics.com/naics23.htm (NOTE: NAICS codes must be 6 digits. You can search for an NAICS and NTEE-NPC codes on the FederalReporting Excel 2003 Template.)
28.	Total Federal Amount of ARRA Expenditure:	Enter the cumulative total amount of expenditures for this grant. Please see OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downlo	Enter the cumulative total amount of expenditures for this grant. Please see OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm) for guidance regarding	Enter the cumulative total amount of expenditures for this grant. Please see OMB's ARRA Guidance (http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf) and OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm) for guidance regarding

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		ads.do#rrdm) for guidance regarding expenditure reporting.	expenditure reporting.	expenditure reporting.
29.	Total Federal ARRA Infrastructure Expenditure:	Enter the amount of IDEA Part B 611 Recovery Act funds spent on infrastructure. An infrastructure investment is financial support for a physical asset or structure needed for the operation of a larger enterprise. Therefore, infrastructure investments include support for tangible assets or structures such as roads, public buildings (including schools), mass transit systems, water and sewage systems, communication and utility systems and other assets or structures that provide a reliable flow of products and services essential to the defense and economic security of the United States, the smooth functioning of government at all levels, and society as a whole.	Enter the amount of IDEA Part B 619 Recovery Act funds spent on infrastructure. An infrastructure investment is financial support for a physical asset or structure needed for the operation of a larger enterprise. Therefore, infrastructure investments include support for tangible assets or structures such as roads, public buildings (including schools), mass transit systems, water and sewage systems, communication and utility systems and other assets or structures that provide a reliable flow of products and services essential to the defense and economic security of the United States, the smooth functioning of government at all levels, and society as a whole.	Enter the amount of IDEA Part C Recovery Act funds spent on infrastructure. An infrastructure investment is financial support for a physical asset or structure needed for the operation of a larger enterprise. Therefore, infrastructure investments include support for tangible assets or structures such as roads, public buildings (including schools), mass transit systems, water and sewage systems, communication and utility systems and other assets or structures that provide a reliable flow of products and services essential to the defense and economic security of the United States, the smooth functioning of government at all levels, and society as a whole.
30.	Infrastructure Contact Name:	Enter the name of the infrastructure contact person.	Enter the name of the infrastructure contact person.	Enter the name of the infrastructure contact person.
	Infrastructure Contact Street Address 1:	Enter the contact information for the infrastructure contact person.	Enter the contact information for the infrastructure contact person.	Enter the contact information for the infrastructure contact person.
	Infrastructure Contact Street Address 2:			
	Infrastructure Contact Street			

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	Address 3: Infrastructure Contact City: Infrastructure Contact State: Infrastructure Contact Zip Code + 4: Infrastructure Contact Email: Infrastructure Contact Phone: Infrastructure Contact Ext:			
31.	Infrastructure Purpose and Rationale:	Generally describe the infrastructure projects funded (completely or partially) by IDEA Part B 611 Recovery Funds, and explain how the investment will contribute to one or more purposes of the Recovery Act.	Generally describe the infrastructure projects funded (completely or partially) by IDEA Part B 619 Recovery Funds, and explain how the investment will contribute to one or more purposes of the Recovery Act.	Generally describe the infrastructure projects funded (completely or partially) by IDEA Part C Recovery Funds, and explain how the investment will contribute to one or more purposes of the Recovery Act.
PRIMARY PLACE OF PERFORMANCE				
32.	Street Address 1: Street Address 2: City: State: Country:	Enter the prime recipient's address as indicated in box 1 of the GAN, unless the Primary Place of Performance is different.	Enter the prime recipient's address as indicated in box 1 of the GAN, unless the Primary Place of Performance is different.	Enter the prime recipient's address as indicated in box 1 of the GAN, unless the Primary Place of Performance is different.

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	Zip Code + 4:			
33.	Congressional District:	Enter or select the congressional district corresponding to the recipient's DUNS address zip code + 4 if the primary place of performance is not different.	Enter or select the congressional district corresponding to the recipient's DUNS address zip code + 4 if the primary place of performance is not different.	Enter or select the congressional district corresponding to the recipient's DUNS address zip code + 4 if the primary place of performance is not different.
RECIPIENT HIGHLY COMPENSATED OFFICERS				
34.	Indication of Reporting Applicability:	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "Yes" and report this information for the SEA. If the criteria are not met, select "No".	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "Yes" and report this information for the SEA. If the criteria are not met, select "No".	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "Yes" and report this information for the Lead Agency. If the criteria are not met, select "No".
35.	Prime Recipient Highly Compensated Name:	If the criteria are met, report this information for the SEA.	If the criteria are met, report this information for the SEA.	If the criteria are met, report this information for the Lead Agency.
36.	Prime Recipient Highly Compensated Compensation:			
37.	Government Contracting Office Code:	N/A	N/A	N/A

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SUB-RECIPIENT REPORT

	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
RECIPIENT REPORT: GRANT OR LOAN SUB-RECIPIENT				
REPORTING INFORMATION				
38.	Award Type:	Select "Grant"	Select "Grant"	Select "Grant"
39.	Award Number:	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.
40.	Recipient DUNS No:	Enter the prime recipient's DUNS number.	Enter the prime recipient's DUNS number.	Enter the prime recipient's DUNS number.
41.	Final Report:	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".	Select "Yes" only if this is the final report for the project/grant period specified; otherwise select "No".
SUB-RECIPIENT INFORMATION				
42.	Sub-recipient DUNS No.:	Enter the sub-recipient's DUNS number.	Enter the sub-recipient's DUNS number.	Enter the sub-recipient's DUNS number.
43.	Sub-award Number:	Enter the award number or other identifying number assigned to the sub-recipient by the prime recipient.	Enter the award number or other identifying number assigned to the sub-recipient by the prime recipient.	Enter the award number or other identifying number assigned to the sub-recipient by the prime recipient.
44.	Sub-recipient Congressional District:	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.
SUB-AWARD INFORMATION				

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**Education Department Recipient Reporting Tip Sheets for
IDEA Formula Grant Programs
OCTOBER 2010 REPORTING**

	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
45.	Amount of Sub-award:	Enter the anticipated total amount of funds to be disbursed to the sub-recipient over the life of the award.	Enter the anticipated total amount of funds to be disbursed to the sub-recipient over the life of the award.	Enter the anticipated total amount of funds to be disbursed to the sub-recipient over the life of the award.
46.	Total Sub-award Funds Disbursed:	Enter the cumulative amount of the sub-award disbursed to the sub-recipient as of this reporting period.	Enter the cumulative amount of the sub-award disbursed to the sub-recipient as of this reporting period.	Enter the cumulative amount of the sub-award disbursed to the sub-recipient as of this reporting period.
47.	Sub-award Date:	Enter the date the sub-award was signed.	Enter the date the sub-award was signed.	Enter the date the sub-award was signed.
SUB-RECIPIENT PLACE OF PERFORMANCE				
48.	Street Address 1:	Enter the sub-recipient's Place of Performance Address.	Enter the sub-recipient's Place of Performance Address.	Enter the sub-recipient's Place of Performance Address.
	Street Address 2:			
	City:			
	State:			
	County:			
	Zip Code + 4:			
49.	Congressional District:	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.	Enter or select the congressional district corresponding to the sub-recipient's DUNS address zip code + 4.
SUB-RECIPIENT HIGHLY COMPENSATED OFFICERS				

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	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
50.	Indication of Reporting Applicability:	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "yes" and report this information for the LEA. If the criteria are not met, select "No".	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "yes" and report this information for the LEA. If the criteria are not met, select "No".	See definition of "Recipient Officer Name" as found in OMB's Recipient Reporting Data Model (https://www.federalreporting.gov/federalreporting/downloads.do#rrdm). If the criteria identified in that definition are met, select "yes" and report this information for the sub-recipient. If the criteria are not met, select "No".
51.	Name:	If the criteria are met, enter this information for the LEA.	If the criteria are met, enter this information for the LEA.	If the criteria are met, enter this information for the sub-recipient.
52.	Compensation:			

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VENDOR REPORT

	Data Element	IDEA, Part B 611 Recovery Act (CFDA 84.391)	IDEA, Part B 619 Recovery Act (CFDA 84.392)	IDEA, Part C Recovery Act (CFDA 84.393)
	RECIPIENT REPORT: GRANT OR LOAN			
	VENDORS			
	REPORTING INFORMATION			
53.	Award Type:	Select "Grant"	Select "Grant"	Select "Grant"
54.	Award Number:	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.	This is the award number provided by the Department of Education to the prime recipient. Enter the PR/Award Number provided in box 5 of the prime recipient's GAN.
55.	Recipient DUNS No:	Enter the prime recipient's DUNS number.	Enter the prime recipient's DUNS number.	Enter the prime recipient's DUNS number.
56.	Sub-award Number - Sub-recipient Vendor:	The sub-award number is only required if the vendor is a vendor for a sub-recipient. If the vendor is a vendor for the sub-recipient, enter the award number or other identifying number assigned to the vendor by the sub-recipient.	The sub-award number is only required if the vendor is a vendor for a sub-recipient. If the vendor is a vendor for the sub-recipient, enter the award number or other identifying number assigned to the vendor by the sub-recipient.	The sub-award number is only required if the vendor is a vendor for a sub-recipient. If the vendor is a vendor for the sub-recipient, enter the award number or other identifying number assigned to the vendor by the sub-recipient.
57.	Vendor DUNS Number:	Enter the vendor's DUNS number. If this information is not available, you are required to provide both the vendor name and vendor's head quarter's Zip Code.	Enter the vendor's DUNS number. If this information is not available, you are required to provide both the vendor name and vendor's head quarter's Zip Code.	Enter the vendor's DUNS number. If this information is not available, you are required to provide both the vendor name and vendor's head quarter's Zip Code.
58.	Vendor Name:	Enter the vendor's name.	Enter the vendor's name.	Enter the vendor's name.
59.	Vendor HQ Zip Code:	Enter the zip code + 4 corresponding to the address of the vendor's headquarters.	Enter the zip code + 4 corresponding to the address of the vendor's headquarters.	Enter the zip code + 4 corresponding to the address of the vendor's headquarters.

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60.	Product and Service Description:	Enter a description of the product or service provided by the vendor. This field is optional for vendors of sub-recipients.	Enter a description of the product or service provided by the vendor. This field is optional for vendors of sub-recipients.	Enter a description of the product or service provided by the vendor. This field is optional for vendors of sub-recipients.
61.	Payment Amount:	<p>Total amount of payments by the prime recipient to vendors less than \$25,000/award. Amounts reported are cumulative for the award.</p> <p>This field is optional for vendors of sub-recipients.</p>	<p>Total amount of payments by the prime recipient to vendors less than \$25,000/award. Amounts reported are cumulative for the award.</p> <p>This field is optional for vendors of sub-recipients.</p>	<p>Total amount of payments by the prime recipient to vendors less than \$25,000/award. Amounts reported are cumulative for the award.</p> <p>This field is optional for vendors of sub-recipients.</p>

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