Agenda

- Research.Gov
- Current Financial Process
- Award Cash Management Service (ACM$)
  - Conversion Plan
  - Timeline
- ACM$ Walkthrough
- Feedback
Researchers can do business with NSF through a suite of services

**Government-wide grantees**
- Find grant opportunities
- Apply for grants

**NSF Grantees**
- Prepare and submit proposals and reports
- Assign Financial Functions Permissions

**Research Grantees**
- Support the research community with a modern technology platform

*Research.gov is the modernization of FastLane, providing the next generation of grants management capabilities for the research community*
Research.gov offers grants management services...

★ Access Services
  – InCommon
  – Single Sign-on with FastLane

★ Reporting Services
  – Project Outcomes Report
  – Annual, Final, and Interim Reports (Research Performance Progress Rpt)

★ Financial Services
  – Federal Financial Report & FFR History
  – Access to financial services: Cash Requests, Cash Request History, Grantee EFT Update and Grantee EFT Update History
  – Award Cash Management $ervice

★ Application Services
  – Grants Application Status
  – Application Submission Web Services
Current Financial Process
Accessing NSF Financial Functions

Financial Functions such as Cash Request and EFT Update can be accessed via Single Sign-On by selecting the link located under NSF FastLane Services.
Grantee EFT Update

Listed below is the EFT profile for your organization. To modify this profile, change the data as required and then click on the 'Modify' button. Please note that NSF does NOT pay by WIRE. The routing number provided must be for EFT transactions. The name of the bank is determined based on the routing number you enter. Also, please verify the Tax Identification Number (TIN) and DUNS information for your organization.

**Organization Information**

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>Test University</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIN:</td>
<td>0000000000</td>
</tr>
<tr>
<td>DUNS Number:</td>
<td>0000000000</td>
</tr>
<tr>
<td>DUNS Qualifier:</td>
<td></td>
</tr>
</tbody>
</table>

**Electronic Funds Transfer Information**

<table>
<thead>
<tr>
<th>Bank Name:</th>
<th>Wilmington Trust Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Routing Number:</td>
<td></td>
</tr>
<tr>
<td>Account Number:</td>
<td></td>
</tr>
<tr>
<td>Account Type:</td>
<td>Checking</td>
</tr>
<tr>
<td>Last Certified By:</td>
<td>Frank FinFuncUser</td>
</tr>
<tr>
<td>Last Certified Time:</td>
<td>Dec 4 2009 3:30PM</td>
</tr>
</tbody>
</table>

[Modify]  [Go Back]
Cash Request Form

Organization ID: 0014316000  Name: Test University
Balance Authorized: $ 0.00
Current Cash on Hand Balance: [ ] Help For This Field

Transaction Type:
- Advance FROM (mm/dd/yy): [ ] TO (mm/dd/yy): [ ]
- Reimbursement

Dollar Amount Requested: [ ]

Warehouse Cash Request Date (mm/dd/yy): [ ]
(Note: Use only if you would like to delay your payment from being processed by NSF.)

CERTIFICATION:
I certify that to the best of my knowledge and belief the request for advance or reimbursement above is correct and that all outlays were or will be made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Date: 01/04/12
Requester Name: Frank F. FinFuncUser  Title: [ ]
Telephone (Area Code, Number & Extension): [ (505) 555-1234 ]
Organization E-Mail Address: [ ]
Note: This is the address to be used by NSF for the routing of all notices to this organization regarding Cash Requests.

Please note that the Electronic Funds Transfer (EFT) profile for your organization was last certified by Frank FinFuncUser on Oct 21 2011 11:00AM.
<table>
<thead>
<tr>
<th>Federal Grant Number</th>
<th>Recipient Account Number</th>
<th>PI/PD Name</th>
<th>From</th>
<th>To</th>
<th>Total Federal Funds Authorized (A1)</th>
<th>Previous Cumulative Cash Disbursements (A2)</th>
<th>Federal Share of Expenditures (Cumulative Cash Disbursements) (A3)</th>
<th>Unobligated Balance of Federal Funds (A4)</th>
<th>Hold Grant Open</th>
</tr>
</thead>
<tbody>
<tr>
<td>0703335</td>
<td>04</td>
<td>Crowley, G.</td>
<td>09/07</td>
<td>08/11</td>
<td>$291,000.00</td>
<td>$226,975.40</td>
<td></td>
<td>$64,024.60</td>
<td></td>
</tr>
<tr>
<td>0719672</td>
<td>03</td>
<td>Bust, G.</td>
<td>09/07</td>
<td>08/11</td>
<td>$122,439.00</td>
<td>$118,992.92</td>
<td></td>
<td>$3,446.08</td>
<td></td>
</tr>
<tr>
<td>0836508</td>
<td>07</td>
<td>Bust, G.</td>
<td>01/09</td>
<td>12/11</td>
<td>$85,500.00</td>
<td>$82,804.82</td>
<td></td>
<td>$2,695.18</td>
<td></td>
</tr>
<tr>
<td>0840650</td>
<td>10</td>
<td>Bust, G.</td>
<td>08/09</td>
<td>07/13</td>
<td>$152,398.00</td>
<td>$152,361.59</td>
<td></td>
<td>$36.41</td>
<td></td>
</tr>
<tr>
<td>0852393</td>
<td>06</td>
<td>Crowley, G.</td>
<td>07/08</td>
<td>06/11</td>
<td>$299,569.00</td>
<td>$244,927.33</td>
<td></td>
<td>$54,641.67</td>
<td>No</td>
</tr>
<tr>
<td>1001088</td>
<td>13</td>
<td>Crowley, G.</td>
<td>10/10</td>
<td>09/12</td>
<td>$131,009.00</td>
<td>$9,922.01</td>
<td></td>
<td>$121,086.99</td>
<td></td>
</tr>
<tr>
<td>1024849</td>
<td>12</td>
<td>Rodrigues, F.</td>
<td>09/10</td>
<td>08/12</td>
<td>$232,161.00</td>
<td>$55,151.60</td>
<td></td>
<td>$177,009.40</td>
<td></td>
</tr>
<tr>
<td>1042239</td>
<td>14</td>
<td>Crowley, G.</td>
<td>05/11</td>
<td>04/12</td>
<td>$39,963.00</td>
<td>$3,332.27</td>
<td></td>
<td>$36,630.73</td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,354,039.00</td>
<td>$894,467.94</td>
<td></td>
<td>$459,571.06</td>
<td></td>
</tr>
</tbody>
</table>

**Federal Financial Report**

OMB APPROVAL: 0348-0061

Perform in Excel | Print to PDF
Public Law 101-510 requires that all federal agencies financially close fixed year appropriation accounts and **cancel** any remaining balances by September 30th of the 5th year after the period of availability.

How does this affect you?
Introduction to ACM$
NEW APPROACH

- Cash pooling
- Federal Financial Report
- Award level detail on each request ✓
Customers access ACM$ through Research.gov

ACM$ was released on January 4\textsuperscript{th} to early implementers, a group comprised of 38 research organizations.

Starting April 2013 - Approximately 1,700 awardee institutions will be transitioned to ACM$
Pilot Group included small and large organizations and "large facility" organizations.

- The 38 research organizations represent 20% of NSF total award base (10,000 awards)
- 46 institutions (includes 8 new awardees) have been converted.
- As of 2/28/2013, awardees had submitted 137 ACM$ payment requests totaling $175.7 million.

No significant issues notes.

- All major use cases have been validated
- 27 minor/medium fixes are pending. None apply to service performance or transaction processing.
<table>
<thead>
<tr>
<th>Organization name</th>
<th>State</th>
<th>Organization name</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Alaska Fairbanks Campus  UAF</td>
<td>AK</td>
<td>University of Maryland College Park</td>
<td>MD</td>
</tr>
<tr>
<td>Alabama State</td>
<td>AL</td>
<td>Wayne State University</td>
<td>MI</td>
</tr>
<tr>
<td>Arizona State University</td>
<td>AZ</td>
<td>Michigan State University</td>
<td>MI</td>
</tr>
<tr>
<td>California Institute of Technology</td>
<td>CA</td>
<td>U of Minnesota-Twin Cities</td>
<td>MN</td>
</tr>
<tr>
<td>Stanford University</td>
<td>CA</td>
<td>Missouri Botanical Gardens</td>
<td>MO</td>
</tr>
<tr>
<td>U of Cal Los Angeles</td>
<td>CA</td>
<td>Appalachian State</td>
<td>NC</td>
</tr>
<tr>
<td>NCAR/UCAR</td>
<td>CO</td>
<td>Duke University</td>
<td>NC</td>
</tr>
<tr>
<td>National Ecological Observatory Network Inc</td>
<td>CO</td>
<td>North Carolina State U</td>
<td>NC</td>
</tr>
<tr>
<td>Yale University</td>
<td>CT</td>
<td>Columbia University</td>
<td>NY</td>
</tr>
<tr>
<td>AURA</td>
<td>DC</td>
<td>Research Foundation of the State University of New York - SUNY Brockport</td>
<td>NY</td>
</tr>
<tr>
<td>Associated Universities Inc/National Radio Astronomy Observatory  AUI</td>
<td>DC</td>
<td>UNAVCO</td>
<td>NY</td>
</tr>
<tr>
<td>Consortium for Ocean Leadership, Inc  COL</td>
<td>DC</td>
<td>Pennsylvania State University</td>
<td>PA</td>
</tr>
<tr>
<td>Georgia Tech</td>
<td>GA</td>
<td>Duquesne University</td>
<td>PA</td>
</tr>
<tr>
<td>Georgia Southern</td>
<td>GA</td>
<td>Acad of Nat Sci of Phila</td>
<td>PA</td>
</tr>
<tr>
<td>Boise State University</td>
<td>ID</td>
<td>Indiana U of Pennsylvania</td>
<td>PA</td>
</tr>
<tr>
<td>University of Illinois</td>
<td>IL</td>
<td>Middle Tennessee State University</td>
<td>TN</td>
</tr>
<tr>
<td>Purdue University</td>
<td>IN</td>
<td>East Tennessee State Univ</td>
<td>TN</td>
</tr>
<tr>
<td>U of Kansas Ctr for Res In</td>
<td>KS</td>
<td>Virginia Tech</td>
<td>VA</td>
</tr>
<tr>
<td>University of Massachusetts, Amherst</td>
<td>MA</td>
<td>Washington State</td>
<td>WA</td>
</tr>
</tbody>
</table>
ACM$ Transition Timeline

- **01/04/2013**: ACM$ Implemented for Pilot Group
- **03/26/2013**: Cash Request Shutdown for Main Group
- **04/01/2013**: Reconciliation FFR for Main Implementation Group
  - Due 04/30/2013
- **6/30/2013**: Full ACM$ Implementation Complete
Reconcile the Cash on Hand (COH) balance reported on your quarterly FFR to the COH balance on your financial records

- Multiple awardees have notified us of COH issues related to awards with canceled funds or issues dating back to old accounting systems

Bring operating COH balances as close to zero as possible.

Submit your FFR as early as possible during April.
$0.00 Cash on Hand (line 10c) = Conversion to ACM$

Negative Cash On Hand = Payment for the balance to bring the institution to $0.00. Then conversion to ACM$.

Positive Cash On Hand = Remittance for the balance to bring the institution to $0.00. Then conversion to ACM$.

No FFR = no access to ACM$ = No cash
<table>
<thead>
<tr>
<th>1. Federal Agency and Organizational Element to Which Report is Submitted:</th>
<th>National Science Foundation, Division of Financial Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Federal Grant or Other Identifying Number Assigned by the Federal Agency:</td>
<td>--</td>
</tr>
<tr>
<td>3a. Recipient Organization Name:</td>
<td>University of</td>
</tr>
<tr>
<td>3b. Recipient Organization Address:</td>
<td><em>(Line 1): Grants and Contracts Office</em>  <em>(City):</em></td>
</tr>
<tr>
<td><em>(Line 2): 1901 South First Street</em>  <em>(State):</em></td>
<td></td>
</tr>
<tr>
<td>4a. DUNS Number:</td>
<td>04154</td>
</tr>
<tr>
<td>4b. EIN:</td>
<td>3760</td>
</tr>
<tr>
<td>5. Recipient Account Number or Identifying Number:</td>
<td>--</td>
</tr>
<tr>
<td>6. Final Report:</td>
<td>☐ Yes  ☐ No</td>
</tr>
<tr>
<td>7. Basis of Accounting:</td>
<td>☐ Cash  ☐ Accrual</td>
</tr>
<tr>
<td>8. Project/Grant Period:</td>
<td>From: (mm/dd/yyyy) To: (mm/dd/yyyy)</td>
</tr>
<tr>
<td>9. Reporting Period End Date:</td>
<td>03/31/2013</td>
</tr>
<tr>
<td>10. TRANSACTIONS:</td>
<td></td>
</tr>
</tbody>
</table>

**Federal Cash:**

- **Beginning Cash on Hand (COH) from previous FFR:**
  - $582,542.32
- **Payments Received:**
  - $30,300,790.19
- **Cash Receipts = Beginning COH + Payments Received:**
  - $29,718,247.87
- **Cash Disbursements = (A3 - A2 from FFR Attachment):**
  - $31,409,355.71
- **Adjustments to Financially Closed Awards = New Federal Share of Expenditures (Cumulative Cash Disbursements) - Current Federal Share of Expenditures (Previous Cumulative Cash Disbursements):**
  - $-10,614.06
- **Cash on Hand = Cash Receipts - (Cash Disbursements + Adjustments to Financially Closed Awards):**
  - $-1,680,493.78
4 awardees had $0.00 Cash on Hand (COH)

3 awardees had Positive COH - All remitted the funds to NSF

31 had Negative COH

NSF completed payment for the negative COH balances and conversion to ACM$ within 2 days

All 38 awardees submitted their FFR and were converted to ACM$ by 2/7/13.
Using ACM$
ACM$ User Roles

User must first be assigned new permissions within the National Science Foundation’s FastLane system. The new permissions include:

- ACM$ Awardee Preparer
- ACM$ Awardee Certifier
- ACM$ Awardee Financial Representative

Your Financial Administrator is responsible for assigning new user permissions.

*One user can have both ACM$ preparer & certifier permissions

To add AMC$ roles to an existing user account, the Financial Administrator logs on to FastLane Research Administration and selects Accounts Management.
Search for the awardee via their last name. After finding the awardee’s last name, select Modify on the right side of the screen.

Scroll down to Financial Permissions and select from the three new ACM$ permissions:
- Awardee Financial Representative,
- Awardee Preparer, and/or
- Awardee Certifier.
Logging in to ACM$
Logging in to ACM$
Research.gov User Menu

ACM$ Link

Alerts

Coming Soon! In early 2013, NSF will transfer its current project reporting service from FastLane to Research.gov. This change will require PIs and Co-PIs to use Research.gov to prepare and submit annual, final, and interim project reports to NSF. Stay tuned for more information.

POR and FFR customers submitting reports, please remember to save your reports frequently in order to avoid being timed out of Research.gov.

The Proposal and Award Policies and Procedures Guide for 2013 has been released. View the Research.gov Policy Library

Your institution must be actively registered in the Central Contractor Registration (CCR) in order to access Research.gov grantees services, including the FFR. If your registration is expired or if your institution never registered with CCR, you will not have access to services on Research.gov. To register, visit www.ccr.gov. If you are registered in CCR and cannot access Research.gov’s grantee services, including the FFR, contact the NSF Help Desk at 1-800-381-4522.

My Desktop

Award Cash Management Service (ACM$) Dashboard

ACM$ Dashboard

Award Cash Management Service

The following transaction requires attention:

Draft Transactions >>
Transactions awaiting Awardee certification >>

Federal Financial Report (FFR) Dashboard

Financial Report Dashboard

Federal Financial Report (FFR): 60 total FFRs

Requires your action (1) | Pending Agency Action (0) | Approved (59)
- Warehouse a payment by changing date to a future date
- Enter amounts manually online or using upload/download feature on “Payments” tab
Open Awards

Features new in ACM$:
- Amounts can be +/-
- Expected close date displayed
- Final Flag - to close award early
- Threshold - NSF can limit award balance available

Features not in ACM$:
- Program income worksheet
- “Holding open” award one additional quarter
Larger organizations should use the Excel Upload or XML Upload

Excel Step 1.

Excel Step 2.
Find Closed Awards by clicking on the View Recently Closed Awards link on the Organization Summary Screen

- Enter up to 5 award numbers
- Click “Validate” button to verify award number
• Status – Eligible, ineligible or Downward only
• Enter + amount for upward or (-) amt for downward
• Upward Adjustments – new policy starting in July 2013
• Justification required
<table>
<thead>
<tr>
<th>Transaction ID</th>
<th>Disbursement Number</th>
<th>Date Certified / Prepared</th>
<th>Certified By</th>
<th>Total # of Awards</th>
<th>Payment Transaction Total</th>
<th>Payment Date Requested</th>
<th>Transaction Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>83</td>
<td></td>
<td>06/02/2012 00:00:00</td>
<td></td>
<td></td>
<td>$0.00</td>
<td>06/02/2012</td>
<td>Awaiting Certification</td>
</tr>
<tr>
<td>74</td>
<td></td>
<td>06/02/2012 00:00:00</td>
<td></td>
<td></td>
<td>$0.00</td>
<td>06/02/2012</td>
<td>Awaiting Certification</td>
</tr>
</tbody>
</table>
Clicking on an award number will now open the Research.gov award details page.
## Award Cash Management Service (ACMS)

### Award Amendments & Splits

**Organization Name:** <Name of the organization>  
**Organization ID:** 0000000000  
**State:** XX

**Award Information**
- **Federal Award ID:** 0000000000  
- **Total Federal Funds Authorized:** $1,000,000,000.00  
- **Previous Cumulative Cash Disbursements:** $1,000,000,000.00**  
- **Net Available Funds:** $1,000,000,000.00

### Amendments & Splits

**Show 25 per page.**

<table>
<thead>
<tr>
<th>Amendment 001</th>
<th>Total Federal Funds Authorized: $1,000,000,000.00</th>
<th>Previous Cumulative Cash Disbursements: $1,000,000,000.00</th>
<th>Net Available Funds: $1,000,000,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Split #</td>
<td>Trans Type</td>
<td>Appr FY</td>
<td>Total Federal Funds Authorized</td>
</tr>
<tr>
<td>01</td>
<td>000</td>
<td>yyyy</td>
<td>$1,000,000,000.00</td>
</tr>
<tr>
<td>02</td>
<td>000</td>
<td>yyyy</td>
<td>$1,000,000,000.00</td>
</tr>
<tr>
<td>Split Total</td>
<td></td>
<td></td>
<td>$1,000,000,000.00</td>
</tr>
<tr>
<td>Amendment Total</td>
<td></td>
<td></td>
<td>$1,000,000,000.00</td>
</tr>
</tbody>
</table>

**Amendment 002**
- **Total Federal Funds Authorized:** $1,000,000,000.00  
- **Previous Cumulative Cash Disbursements:** $1,000,000,000.00  
- **Net Available Funds:** $1,000,000,000.00  

**Amendment 003**
- **Total Federal Funds Authorized:** $1,000,000,000.00  
- **Previous Cumulative Cash Disbursements:** $1,000,000,000.00  
- **Net Available Funds:** $1,000,000,000.00  

**Amendment 004**
- **Total Federal Funds Authorized:** $1,000,000,000.00  
- **Previous Cumulative Cash Disbursements:** $1,000,000,000.00  
- **Net Available Funds:** $1,000,000,000.00
How Can I Learn More?

★ Go to the ACM$ Informational Page on Research.gov
   – Click on the Award Cash Management Service Link under “Our Services”
     • ACM$ FAQs
     • ACM$ Permissions Guide
     • ACM$ Getting Started Guide
     • ACM$ XML File Upload Process
Lessons Learned by Early Group

• Reconcile
  – For closed awards, NSF assumes that the cash drawdowns equal the expenses reported on the FFR. This could be where COH discrepancies exist.

• Prepare in advance
  – Review payments posted for posting errors
  – Review awards to determine if balances include expenses that aren’t reportable (Ex. Over-budget spending, post-term un-allowable expenses).

• Realize there will be a learning curve and a few bumps along the way
ACM$ Helpful Hints

- Draft transactions
- Excel or XML file- Always keep a copy
- “Unexpected/Unknown error has occurred”
- Logging out – “Return to Research.gov Home”
- Old closed awards
- Warning message vs Error message
Contact Us Directly

Mike Howe – Section Head – mhowe@nsf.gov or (703) 292-8285
USP & Foreign Grantees

Dorothy Battle – dbattle@nsf.gov or (703) 292-4440
AL, AR, CO, DE, FL, ID, IN, KY, MA, MD, MS, RI, SC, UT, WV

Ilene Caruso – icaruso@nsf.gov or (703) 292-8334
AK, CA, HI, IA, MO, ND, NM, NV, NY, SD, WA, WY

Denise Robinson – drobinso@nsf.gov or (703) 292-8293
AZ, CT, DC, GA, MI, MN, NJ, PA, TN, TX

Kristina Parsons – kparsons@nsf.gov or (703) 292-2404
IL, KS, LA, ME, MT, NC, NE, NH, OH, OK, OR, VA, VT, WI