

Most Commonly Used FDW ARRA Reports – Quick Reference

Legend: PR=Prime Recipient, IR=Internal Recipient, RV=Recipient Vendor, SR=Subrecipient, Subrecipient Vendor=SRV

Report name	Who should review and when?	How can the report be used?
Snapshot Reports		
ARRA Abbreviated Reporting Data for Prime Recipients (CMSPRIME)	PRs – before and after qtr close	Shows all PR records in CMS. Scan report for missing awards and missing information (e.g., 9-digit zips, congressional districts, award descriptions, etc.)
CMS Internal Recipients (CMSIINT)	PRs and IRs – before and after qtr close	Shows all IR records in CMS. Scan report for missing awards and missing information (e.g., PR and IR agency codes and the final report indicator). PRs should make sure all IRs set up an IR record.
ARRA Reporting Data for Subrecipients (CMSSUB)	PRs and IRs – before and after qtr close	Shows all SR records in CMS for both the PR and IR. Scan report for missing SRs and information. Note: This rpt only shows records for SRs with awards > \$25,000. All other SR expenditures are aggregated and included in one field in the PR record.
ARRA Reporting Data for Prime/Internal Recipient Vendors (CMSPPV)	PRs and IRs – before and after qtr close	Shows all RV records in CMS for both the PR and IR. PRs and IRs should scan this report to ensure all RV records are listed. Remember, RV records are automatically created from COFRS data, therefore, new RVs will not show up on this report until after qtr close when COFRS data are uploaded into CMS. Also, this rpt only shows records for RVs that were paid \$25,000 or more. All other RV expenditures are aggregated and included in one field in the PR record.
ARRA Reporting Data for Subrecipient Vendors (CMSPSV)	PRs and IRs – before and after qtr close	Shows all SRV records in CMS for both the PR and IR. PRs and IRs should scan this report for missing SRV records and information.
CMS Consolidated ARRA Expenditure (PR_SAMT)	PRs and IRs – before and after qtr close	Shows total expenditures by award for all PRs, IRs, SRs, and RVs. This report is useful for reviewing expenditures by recipient type. Expenditure data will update around the 7 th of the month following qtr close.
Error Reports		
CMS Orphaned ARRA Records (CMSIMIA)	PRs and IRs – before and after qtr close	Shows orphaned CMS records (i.e., one record has not correctly identified its parent). If your agency is on this report it usually means that in CMS the “ARRA - Prime Recipient COFRS Agency Code” and/or the “ARRA Internal Recipient COFRS Agency Code” is incorrect in the PR, IR, or SR record. Once you correct the CMS record and rerun this FDW report, your agency will drop off the report.
COFRS Non-matching Subrecipient Records to CMS > \$25,000 (CMSARRA_SO)	PRs and IRs – after qtr close when COFRS data are uploaded into CMS usually around the 7 th (e.g., Apr 7, Jul 7, Oct 7, Jan 7)	Shows non-matching COFRS and CMS records once COFRS data are uploaded to CMS. Specifically, COFRS has a subrecipient transaction without a matching SR record in CMS, because either there is no SR record and you will need to enter one, or the name on the SR record does not match the vendor name on the transaction. Both must match exactly (including special characters, periods, spaces, etc.). If the name on the transaction is correct, you will need to change CMS to match this name. If the name on the transaction is incorrect, you will need to change it on the master vendor table in COFRS, however, this can only be done prior to the qtr close. To avoid this problem, make sure that the SR name in the master vendor table in COFRS matches the SR name in CMS.

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Error Reports - Continued		
CMS Duplicate Records (CMSDUPA)	PRs and IRs – before and after qtr close	Shows duplicate records. The last column in this report says “record count” which indicates that there is more than one record for the same IR, SR, etc. If your agency is on this report you need to delete one (or more) of the duplicates.
CMS Prime Recipient Status (PRSTATA)	PRs – before and after qtr close	Shows the status of ARRA awards. This report contains several edits to help agencies and IHEs identify potential errors (highlighted in orange). Potential errors include: % spent > 100%, final report is Y but % spent is < 100%, final report is Y but the status is not Fully Completed, final report is N but status is Fully Completed, status is Not Started but % spent is > 0%.
CMS Amounts Audit – Prime Recipient (PR_AMT)	PRs – after qtr close when COFRS data are uploaded into CMS usually around the 7 th (e.g., Apr 7, Jul 7, Oct 7, Jan 7)	Shows PR expenditure amounts. Once COFRS data are uploaded to CMS, this report contains several edits to help agencies and IHEs identify potential errors related to their expenditures (highlighted in orange). Potential errors include: “Was ARRA Money Passed to a Subrecipient” is “No” but large and small subrecipient disbursements are >\$0, “Was ARRA Money Passed to a Subrecipient” is “Yes” but large and small subrecipient disbursements are \$0, “Number of Subawards to Individuals” is 0 but “Amount of Subawards to Individuals is > \$0, “Number of Subawards to Individuals” is > 0 but “Amount of Subawards to Individuals is \$0, “Number of Small Vendors” is 0 but “Small Vendor Payments” is > \$0, “Number of Small Vendors” is > 0 but “Small Vendor Payments” is \$0.
CMS Internal Recipients (CMSIINT)	IRs – after qtr close when COFRS data are uploaded into CMS. See dates above.	Shows IR expenditure amounts with the same edits listed in the row just above.
COFRS Reports		
COFRS Complete ARRA Data (ARRA_ALL)	PRs and IRs – before qtr close	Shows all ARRA-related expenditures in COFRS. This report includes current COFRS transactions and can therefore be used to review expenditures before they are uploaded into CMS. Review the Y/N indicator in the column titled “1512 Reportable.” Items marked as N will NOT be reported. If the indicator is incorrect, it will need to be changed in the AGN2 table in COFRS.
COFRS Reportable Internal Recipients Data (ARRA_IR)	IRs – before qtr close	Shows all IR ARRA-related transfers and expenditures. Review the report to ensure the vendor name is a state agency or institution of higher education and that the transactions are coded to the correct fed award #s, agency grant #s, and object codes (OBJTs). For transfers, the transferring agency should use the 5700 series and the receiving agency should use the 7500 series of OBJTs.
COFRS Reportable Internal Spending (ARRA_UNK)	PRs and IRs – before qtr close	Shows all reportable internal ARRA-related expenditures (e.g., payroll). Ensure the transactions are coded to the correct fed award #s, agy grant #s, and OBJTs.
COFRS Reportable Subrecipient Data (ARRA_SR)	PRs and IRs – before qtr close	Shows all reportable SR ARRA-related expenditures. Review the report to ensure the vendor name is NOT a state agency or institution of higher education and that the transactions are coded to the correct federal award #s, agency grant #s, and OBJTs. SR transactions should be coded only to the 5100 series, 5781, or 5791 OBJTs. Note: The Department of Human Services may also use 5420 and 5480.
COFRS Reportable Vendor Data (ARRA_VND)	PRs and IRs – before qtr close	Shows all reportable RV ARRA-related expenditures. Review the report to ensure the transactions are coded to the correct fed award #s, agency grant #s, and OBJTs.

Note: To obtain the transaction IDs for the reportable data reports listed above, see the reports titled “...with transaction IDs.”