

American Recovery and Reinvestment Act (ARRA)

Section 1512 Reporting

INTERNAL FACT SHEET FOR ETA STAFF

What is it?

- “Section 1512 Reporting” is separate from current financial and programmatic reports and is also separate from current ARRA monthly performance reports. These reports are *in addition to* existing reports.
- When the Administration, press, TV or radio reference “reports on recovery.gov” they are inherently referencing reports required under Section 1512 of the ARRA.
- Section 1512 reports are quarterly reports, they are cumulative, and they are due the 10th day after the end of a quarter. They are also *hybrid* reports insofar as they contain both financial and programmatic data.
- The first Section 1512 report is due October 10, 2009. Because it is a cumulative report, the first report will contain information that extends beyond the July—September quarter, going back to when ARRA funds were awarded.

Who reports and how?

- All direct-funded grantees – called *prime recipients* – are required to report. For the most part, these are states (with the exception of some SCSEP and certain competitive grantees). Prime recipients can delegate reporting on sub-recipient data to sub-recipients but are still ultimately responsible for data quality.
- Programs affected (i.e., where reports will be required for ETA programs) are Wagner-Peyser and Wagner-Peyser RES grants, WIA Adults, WIA Dislocated Workers, WIA Youth, National Emergency Grants, YouthBuild grants; SCSEP Grants and Competitive ARRA Grants such as those that will be awarded under the “Green Jobs” SGAs. (There are no Section 1512 reporting requirements for Trade or UI programs.)
- All required reports will be submitted through a newly developed Internet portal located at www.FederalReporting.gov. This website is exclusively designed for Section 1512 reporting and is *not* publicly accessible. It is also referred to (e.g., in OMB guidance) as “the reporting solution.” Staff from each prime recipient with reporting responsibilities – as well as staff from sub-recipients where reporting responsibility has been delegated by the prime recipient – will have to register on this site in order to access the portal and submit reports.

What is reported?

- In general, Section 1512 reports provide the following key information, which is consistent with the ARRA legislation and intent of the stimulus package: who is receiving ARRA funds and how much; what projects/activities are being funded; how much was expended during the quarter; the completion status of the projects/activities; and the number of direct jobs created and retained computed by FTE (full-time equivalent).
- OMB published the reporting data elements and basic definitions in a “Recipient Reporting Data Model” that was an attachment to its 6/22/09 guidance (M-09-21), which can be located at www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf. On 8/5/09, the final data model to be used for initial report submissions due 10/10/09 was published and can be downloaded at www.recovery.gov/sites/default/files/FedRptgDataModel.doc.

Where does ETA specifically enter the picture?

- Specific timeframes have been delineated for the submission and “processing” of Section 1512 reports. From Day 1—Day 10 after the quarter, prime recipients and delegated sub-recipients submit reports through www.FederalReporting.gov. From Day 11—Day 21, reporting entities can revise their data and federal agency staff with access can begin an informal/unofficial review of the data. From Day 22—Day 29, federal agency staff with access formally/officially reviews the data for “material omissions” and “significant reporting errors,” which are communicated back to the prime recipient for correction. Reporting entities have until Day 29 to make corrections and by Day 29, federal agency staff must report the outcome of the review. No later than Day 30, Section 1512 reports, with agency comments, will be published on www.recovery.gov.
- The “data quality review” will result in one of four agency classifications for each submitted report: “Not Reviewed,” “Reviewed with Comments,” “Reviewed with No Comments,” and “Reviewed and Resubmitted.” If agency staff does not review the report by Day 29, the reporting solution will default to the first classification – “Not Reviewed.”

What assistance is available?

- OMB conducted a series of webinar briefings during the week of 7/20/09, with materials available at www.whitehouse.gov/Recovery/WebinarTrainingMaterials. ETA has compiled a paraphrased transcript of the question and answer period from the seven webinars, which is also available to staff, in addition to fact sheets and a tool for FPOs and other reviewers providing examples of material omissions and significant reporting errors.
- ETA held its first internal webinar for staff on 8/14/09, its second webinar for staff on 9/14/09, and additional webinars are expected.