Grants Online

e-Learning Glossary

August 11, 2016

AAR	Award Action Request	An action initiated by the recipient associated with submitting award-related requests to the Agency.
ACCS	Accounting Classification Code Structure	Accounting information used to obligate grant funds in the Agency's financial system.
AGO http://www.ppi.noaa.gov/bom_chapter3_acquisition_and_grants_management/	Acquisition & Grants Management Office, NOAA	The AGO is charged with managing NOAA's acquisition and grants awarding-function. Nearly half of NOAA's annual appropriations are processed through acquisitions and grants.
AO	Authorizing Official (for Procurement Requests see Budget Official (BO)	The person authorized to commit/reserve Agency funds for a future grant award.
AR or AOR	Authorized Representative (Recipient)	The person in the Grant Recipient's organization with signature authority to accept grant awards and/or to submit documentation to the Agency on behalf of his/her organization.
ARRA http://www.hitechanswers.net/about/about-arra/	American Recovery and Reinvestment Act	The American Recovery and Reinvestment Act of 2009 was signed into law by President Obama. The objective of this economic package was to stimulate the U.S. economy in the wake of the economic downturn.
ASAP http://fms.treas.gov/asap	Automated Standard Application for Payment (Department of the Treasury)	The Department of the Treasury system used by grantees to electronically draw down funds. The URL associated with the system is http://fms.treas.gov/asap.
BAA	Broad Agency Announcement	The Broad Agency Announcement (BAA) facilitates the receipt and processing of unsolicited grant proposals that do not meet the eligibility requirements of other posted opportunities.
BO	Budget Official (The Grants Online Procurement Request Authorizing Official)	The person who checks the availability of funds for a Program Office award and provides final approval (up to a specific dollar threshold) for the Procurement Request and Commitment of Funds (CD-435). This person may also validate ACCS codes.

CAMS	Commerce Administrative Management System (now known as CBS)	The precursor to the Commerce Business Systems (CBS).
CBS http://www.corporateservices.noaa.gov/finance/FOFSD_Home.html	Commerce Business Systems (formerly CAMS)	Consists of Core Financial Systems and various functional and administrative systems.
CCR	Central Contract Registry (now known as (SAM)	The precursor to the System for Award Management (SAM).
CD	Congressional District	An electoral constituency that elects a single member of Congress. A congressional district is based on population, which, in the United States, is taken using a census every ten years.
CD-XXX	Commerce Department Form Number (e.g., CD-435, CD-450, CD-451)	A Commerce-wide series of documents available as screen-fillable Adobe PDF forms; available from the DOC Electronic forms website: http://ocio.os.doc.gov/ITPolicyandPrograms/Electronic_Forms/index.htm
Census Bureau **(No acronym)** http://www.census.gov/about/who.html	Census Bureau	The Census Bureau is part of the U.S. Department of Commerce. It is overseen by the Economics and Statistics Administration (ESA) within the Department of Commerce. The ESA provides high-quality economic analysis and fosters the missions of the U.S. Census Bureau and the Bureau of Economic Analysis.
CESUs http://www.ago.noaa.gov/grants/docs/fai_14-01_awarding_to_cesu_members.pdf	Cooperative Ecosystems Studies Units	CESUs provide research, technical assistance, and education to federal land management, environmental, and research agencies and their partners. The multi-disciplinary structure of CESUs makes them well-suited to address federal agency needs for sustainability science. The website http://www.cesu.psu.edu/ lists ongoing and completed projects conducted by member universities and partner institutions.
CFDA https://www.cfda.gov/?s=main&mode=list&tab=list	Catalog of Federal Domestic Assistance	A comprehensive listing of all Federal programs (http://www.cfda.gov) available to State and local governments (including the District of Columbia); federally-recognized Indian tribal governments; territories (and possessions) of the United States; domestic public, quasi- public, and private profit and non-profit organizations and institutions; specialized groups; and individuals.

CFR https://www.archives.gov/federal-register/cfr/	Code of Federal Regulations	A codification (arrangement of) the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government.
Co-PI	Co-Principal Investigator	A person who perform award tasks in conjunction with the Principal Director or the Principal Investigator (see definition for PD / PI).
Cooperative Agreement **(No acronym)** http://www.nws.noaa.gov/ost/grants/FPO%20101%20Glossary%20of%20NOAA%20Grants%20Terms%20and%20Acronyms.pdf	Cooperative Agreement	A legal document that reflects the relationship between the funding agency and the recipient. The tool provides Federal funds to the recipient when the funding agency has "substantial involvement" in carrying out the project activities.
DOC http://www.usa.gov/federal-agencies/u-s-department-of-commerce	Department of Commerce	A Cabinet-level department of the United States government that works with businesses, universities, communities, and the Nation's workers to promote job creation, economic growth, sustainable development, and improved standards of living for Americans.
DOC-OS https://www.commerce.gov/office-secretary	Office of the Secretary, DOC	The general management arm of the Department of Commerce that provides the principal support to the Secretary in formulating policy and in providing advice to the President. This DOC component also provides program leadership for the Department's functions and exercises general supervision over the operating units.
DUNS http://www.dnb.com/duns-number.html	Dun & Bradstreet Number	The Data Universal Numbering System (abbreviated as DUNS) is a proprietary system developed and regulated by Dun & Bradstreet (D&B). The DUNS Number is a unique nine-digit number used to establish a business credit file. The file is referenced by lenders and potential business partners to help predict the reliability and/or financial stability of a company.
EDA https://www.commerce.gov/economic-development-administration	Economic Development Agency	The only federal government agency focused exclusively on economic development. The agency plays a critical role in fostering regional economic development efforts in communities across the nation. Through strategic investments that foster job creation and attract private investment, EDA supports development in economically distressed areas of the United States.

EIN https://www.irs.gov/taxtopics/tc755.html	Employer Identification Number	An employer identification number (EIN) is a nine-digit number assigned by the IRS. It is used to identify the tax accounts of employers and others who don't have employees. EINs are used by employers, sole proprietors, corporations, partnerships, non-profit associations, trusts, estates of decedents, government agencies, certain individuals, and other business entities.
ERA	Electronic Recipient Acceptance	The name given to the series of process maps associated with recipient acceptance of an award.
FAADS https://www.census.gov/govs/www/faads.html	Federal Assistance Award Data System	The system that provides current awards information of Federal Financial Assistance to non-Federal organizations, private and non-profit organizations, and individuals. Starting in 2011, this transaction data is available to the public on http://www.USAspending.gov
FAIS	Federal Assistance Information Sheet	A tool used by the Office of Legislative and Intergovernmental Affairs (OLIA) to communicate information to Congress regarding the availability of awards.
FALD http://2010-2014.commerce.gov/os/ogc/federal-assistance-law-division	Federal Assistance Law Division (DOC)	The organization that provides the Commerce Department with legal services and promotes a better understanding of the United States Government expenditures. Furthermore, FALD eliminates unnecessary administrative requirements for recipients of government awards and grants.
FCS	U.S. and Foreign Commercial Service, ITA	The U.S. Commercial Service is the trade promotion arm of the U.S. Department of Commerce's International Trade Administration. This bureau has trade professionals in 100+ U.S. cities and in 75+ countries to help U.S. companies get started in exporting and/or increasing sales to new global markets.
FFO	Federal Funding Opportunity	A document that explains the steps a person/corporation/group should take to apply for the financial assistance associated with a federal grant/award.
FFR http://www.ago.noaa.gov/grants/forms.html	Federal Financial Report	The Standard Form (SF-425) was designed to replace the Financial Status Report (SF-269) and the Federal Case Transaction Report (SF-272) with one comprehensive financial reporting form.

FIPS http://www.nist.gov/itl/fipsinfo.cfm	Federal Information Processing Standards	Under the Information Technology Management Reform Act (Public Law 104-106), the National Institute of Standards and Technology (NIST) issues standards and guidelines for Federal computer systems. FIPS are developed when there are compelling Federal government requirements (i.e., for security and interoperability) and there are no acceptable industry standards or solutions.
FON http://www.grants.gov/web/grants/learn-grants/grants-101/pre-award-phase.html#FOA	Funding Opportunity Number	The unique number assigned to the Federal Funding Opportunity. The Federal Funding Opportunity includes all the pertinent information and requirements for an applicant to assess his/her eligibility, competency, and interest in the funding opportunity. The Federal Program Officer creates the FFO in Grants Online, and the information is posted on Grants.gov.
FPO	Federal Program Officer – Certified	A person responsible for the development of funding announcements, application reviews, and the processing of award and post-award recommendations that will be sent to Grants Management. Within Grants Online, only FPOs who are Certified can conduct communications between their Program Offices and with outside entities (i.e., FALD, Grants Management, and Recipients). An Uncertified FPO cannot "certify" a PO Checklist or forward an Award File to Grants Management. Those assigned to this role must have completed a certain level of Grants Management training.
	Federal Program Officer – Uncertified	A person who is track to become Certified Federal Program Officer, but has not yet obtained the necessary credentials required by his/her Line Office. S/he may assist with all tasks normally done by a Certified Federal Program Officer, but cannot forward any documents to entities outside of his/her Program Office.
FRN https://www.archives.gov/federal-register/the-federal-register/	Federal Register Notice	A document published every Federal working day; the Federal Register (abbreviated FR or sometimes Fed. Reg.) is the official U.S. Federal government journal. It provides legal notice of administrative rules and notices and Presidential documents in a comprehensive, uniform manner.

GMAC	Grants Management Advisory Committee (NOAA)	Official members of the NOAA Grants Management Advisory Committee and their designated back-ups, and the points of contact for non-NOAA Bureaus serviced by the NOAA Grants Management Division. There are typically one or two GMAC users within each Line Office. The users with this role are responsible for authorizing the addition, update, or removal of Grants Online users within their respective Line Offices. They also provide input to prioritize Grants Online system enhancement tickets.
GMD	Grants Management Division (NOAA and NIST); other agencies use the term Grants Management	GMD serves as the single conduit and final decision station for actions involving grants and cooperative agreements administered by DOC Bureaus.
GO	Grants Officer	The Grants Management personnel who has the authority to make award offers to recipients on behalf of DOC. The GO also makes the final decisions with regard to approval or denial of Award Action Requests. This role is accompanied by a system-enforced approval threshold for funding.
GS	Grants Specialist	The Grants Management personnel responsible for administrative processing of award files in preparation for DOC's offer to the recipient. The GS also reviews Financial Reports & Award Action Request recommendations from the Program Offices.
HDQ https://www.eda.gov/about/	Headquarters (EDA Line Office)	The main line office; located in Washington, DC. The EDA also has 5 regional offices spread throughout the Continental United States: located in Atlanta, Austin, Chicago, Denver, Philadelphia and Seattle.
IA http://www.itds.gov/xp/itds/toolbox/organization/pgas/dept_of_commerce_pgas/intrntl_trade_admin.html	Import Administration, ITA	The Import Administration is one of four organizations within the International Trade Administration (ITA). ITA's Import Administration primary responsibility involves enforcing trade laws and agreements to prevent unfairly traded imports and to safeguard jobs and the competitive strength of American industry.
ITA http://trade.gov/about.asp	International Trade Administration	A Department of Commerce agency that strengthens the competitiveness of U.S. industry, promotes trade and investment, and ensures fair trade through the rigorous enforcement of trade laws and agreements. ITA works to improve the global business environment and helps U.S. organizations compete at home and abroad.

LO	Line Office	The organizational structure utilized by Grants Online.
MARS https://mars.rdc.noaa.gov/docs/reference/MARS_Quick_Start_Guide.pdf	Management Analysis and Reporting System	An enterprise-wide budget execution and financial reporting application for Line Offices, Staff Offices, and Financial Management Centers. NOAA financial information is entered into MARS from various sources (e.g., Commerce Business Systems (CBS)). MARS allows users to track commitments, forecast labor, plan execution year budgets, and conduct financial reporting and analysis.
MBDA http://www.mbda.gov/main/who-mbda/about-minority-business-development-agency	Minority Business Development Agency	A Department of Commerce agency that helps create and sustain U.S. jobs by promoting the growth and global competitiveness of businesses owned and operated by minority entrepreneurs.
NCE http://www.corporateservices.noaa.gov/grantsonline/Documents/AAR_Assistance/Recipient_AAR_Help.htm#NoCostExtensionRegular	No Cost Extension	An action usually initiated by an Award Recipient to extend the period of performance to complete an approved program description and objectives. The action is typically associated with an extension of time beyond a previously agreed upon time limit. There are two types of No Cost Extension: • Prior Approval Required • Prior Approval Waived (Research Terms and Conditions)
NEPA https://www.epa.gov/nepa/what-national-environmental-policy-act	National Environmental Policy Act	The National Environmental Policy Act (NEPA) was signed into law on January 1, 1970. NEPA requires federal agencies assess the environmental effects of their proposed actions prior to making decisions and use all practicable means to create and maintain conditions under which man and nature can exist in productive harmony. The range of actions covered by NEPA is broad and includes: • making decisions on permit applications, • adopting federal land management actions, and • constructing highways and other publicly-owned facilities.
NESDIS http://www.nesdis.noaa.gov/about_nesdis.html	National Environmental Satellite, Data, and Information Service (NOAA Satellite Service)	NESDIS (informally known as the NOAA Satellite and Information Service) acquires and manages the Nation's operational environmental satellites, operates the NOAA National Data Centers, provides data and information services including Earth system monitoring, performs official assessments of the environment, and conducts related research.

NFA or OFA http://www.corporateservices.noaa.gov/finance/	NOAA Finance and Administration	A legacy office that performed administrative and financial functions for NOAA organizations.
NMFS http://www.nmfs.noaa.gov/aboutus/our_mission.html	National Marine Fisheries Service (NOAA Fisheries Service)	A division of the National Oceanic and Atmospheric Administration (NOAA) – informally known as NOAA Fisheries. NMFS is responsible for the stewardship and management of the nation's living marine resources and their habitat.
NOAA	National Oceanic and Atmospheric Administration	Department of Commerce agency that maps the oceans and conserves their living resources; predicts changes to the earth's environment; provides weather reports; and forecasts floods and hurricanes and other natural disasters related to weather.
NOFA	Notice of Funds Availability (See FFO, FRN, RFA)	Relevant information associated with this tool may include the total amount of funding that an agency expects to award through the announcement; the anticipated number of awards; the expected amounts of individual awards (which may be a range); the average amount of funding per award based upon previous years; and the anticipated start dates and periods of performance for new awards. Additional information may address whether applications for renewal or supplementation of existing projects are eligible to compete with applications for new awards.
NOS http://oceanservice.noaa.gov/about/	National Ocean Service (NOAA's Ocean Service)	The nation’s most comprehensive ocean and coastal agency. Its mission is to provide science-based solutions through collaborative partnerships that address evolving economic, environmental and social pressures on our oceans and coasts.
NTIA https://www.ntia.doc.gov/	National Telecommunications and Information Administration	An Executive Branch agency that is responsible for advising the President on telecommunications and information policy issues. NTIA’s programs and policymaking focus largely on expanding broadband Internet access and adoption. NTIA also ensures that the Internet remains an engine for continued innovation and economic growth.
NWS http://www.weather.gov/about	National Weather Service, NOAA	A NOAA component responsible for weather forecast and preparation of weather maps. The focus and its mission is to provide weather, water, and climate data, forecasts and warnings for the protection of life and property.

OAR http://research.noaa.gov/AboutUs/WhoWeAre.aspx	Ocean and Atmospheric Research (NOAA Research)	The primary research and development organization within NOAA that provides the foundation to understand the complex systems that support our planet. OAR conducts research in three major areas: weather and air quality; climate and ocean; and coastal resources. The organization's work enables better forecasts, earlier warnings for natural disasters, and a greater understanding of the Earth.
OCPO	One Commerce Program Office	An unofficial Program Office name created for training Grants Online users.
OGC https://ogc.commerce.gov/	Office of General Counsel, DOC	The Office of the General Counsel provides legal services for the Secretary of Commerce and all the Department's operating units. The General Counsel is the chief legal officer for the Department.
OHRM http://hr.commerce.gov/AboutOHRM/index.htm	Office of Human Resource Management, DOC-OS	The Office of Human Resources Management (OHRM) implements government-wide and departmental policies, employee programs, and activities in all aspects of human resources management and administration. Within the Department of Commerce, OHRM is located in the Office of the Secretary, reporting to the Chief Financial Officer and the Assistant Secretary for Administration.
OIE https://www.eda.gov/oie/	Office of Innovation and Entrepreneurship (EDA Program Office)	A Program Office within EDA that works to foster a more innovative U.S. economy focused on turning new ideas and inventions into products and technologies that spur job growth and competitiveness while promoting economic development.
OIG https://www.oig.doc.gov/Pages/default.aspx	Office of Inspector General, DOC	The Office of Inspector General (OIG) seeks to improve the efficiency and effectiveness of the Department of Commerce's programs and operations. OIG also endeavors to detect and deter waste, fraud, and abuse.
OLA	Office of Legislative Affairs (Bureaus)	The role assigned to a proxy Grants Online user account to document the bureau-level Legislative Affairs step in a funded award file workflow. When a task is routed to the OLA user, Grants Online sends a record to the Legislative Affairs system called WebDocFlow. A Grants Online notification is also sent to the email address associated with that proxy user account. Legislative Affairs users then log into the WebDocFlow system to complete appropriate actions related to congressional notification of awards. When WebDocFlow actions are completed a message is sent to Grants Online to move to the next step of the award workflow.

OLIA http://www.ppi.noaa.gov/bom_chapter3_legislative_and_intergovernmental_affairs/	Office of Legislative and Intergovernmental Affairs, (Bureaus and DOC)	The role assigned to a proxy Grants Online user account to document the department-level Legislative Affairs step in a funded award file workflow. When a task is routed from the OLA user to the OLIA user within WebDocFlow, a message is transmitted to Grants Online which also moves the workflow in Grants Online to the OLIA step. A Grants Online notification is also sent to the email address associated with the OLIA proxy user account. When the OLIA actions are completed in WebDocFlow a message is sent to Grants Online to move the award to the next step of the workflow.
OMB https://www.whitehouse.gov/omb/gils_gil-home	Office of Management and Budget (Executive Office of the President)	The Office of Management and Budget assists the President in overseeing the preparation of the Federal budget and in supervising its administration in Federal agencies. The OMB also oversees and coordinates the Administration's procurement, financial management, information, and regulatory policies.
OTIA https://www.ntia.doc.gov/office/OTIA	Office of Telecommunications and Information Applications, NTIA	NTIA's Office of Telecommunications and Information Applications (OTIA) administers grant programs that further the deployment and use of technology in America, laying the groundwork for sustainable economic growth; improved education, public safety, and health care; and the advancement of other national priorities.
PD or PI	Project Director (Recipient) Principal Investigator (Recipient)	People with the following two roles can complete Performance Progress Reports (PPRs). • people **with** a "submitting" role can submit PPRs directly to the Department of Commerce • people **without** a "submitting" role can forward PPRs to their Authorized Representative; the Authorized Representative in turn submits the PPR to the Department of Commerce. Both roles can initiate an Award Action Request (AAR). However, all AARs must first be forwarded to an Authorized Representative for submission to DOC.
PO	Program Office	A sub-organization under the Line Office.

PPR	Performance Progress Report	Performance Progress Reports are a Department of Commerce requirement for federal financial assistance as codified in 15 CFR Part 14 §§ 14.51–14.53. The progress reports allow the Program Office to: • track progress against milestones and deliverables in cooperative agreements • stay informed about successes and problems • anticipate upcoming administrative actions • report on system-wide capacity
PRCF http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_208/208-108.html	Procurement Request and Commitment of Funds (CD-435) / Funding Memo	A form developed to manage (on a consistent basis according to legal requirements and generally-accepted accounting practices) the procurement, use, tracking, and disposal of Federally-owned property. The information is essential to preparing financial reports for Congress and management.
RFA http://www.nws.noaa.gov/ost/grants/FPO%20101%20Glossary%20of%20NOAA%20Grants%20Terms%20and%20Acronyms.pdf	Request for Application	A generic term, specifically applied to the steps in Grants Online where the FPO creates an electronic umbrella for applications to be housed. A competitive RFA also contains other information pertaining to the competition and review process.
RNTA https://www.eda.gov/pdf/about/Research-and-Evaluation-Program-1-Pager.pdf	Research and National Technical Assistance (EDA Program Office)	A program whose primary responsibility is to formulate and implement timely information associated with best practices in economic development. These actions are critical to efforts to partner with private industry and attract private investment that alleviate economic distress and promote economic development.
SAC	Special Award Conditions	Additional requirements that must be addressed in an application for DOC-funded Awards and Cooperative Agreements.
SAM https://www.sam.gov/portal/SAM/##11	System for Award Management	The Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. • Central Contractor Registry (CCR) • Federal Agency Registration (FedReg) • Online Representations and Certifications Application (ORCA) • Excluded Parties List System (EPLS)

SEC / USEC	Office of the Under Secretary for Oceans and Atmosphere	Staff offices that oversee the day-to-day administrative functions of NOAA and specify NOAA's strategic and operational future.
SF-XXX https://www.opm.gov/forms/standard-forms/	Standard Form-XXX	A three-digit number used to identify a series of forms issued by the Office of Management and Budget. Examples of some of the forms used by Grants Online are: SF-424, SF-269, SF-270, etc.
SO	Selecting Official	The person with tis role is empowered with the authority to approve the Selection Package generated from applications received in response to a Competitive funding announcement.
TAAF http://www.taacenters.org/	Trade Adjustment Assistance for Firms (EDA Program Office)	A federal program that provides financial assistance to manufacturers affected by import competition. Sponsored by the U.S. Department of Commerce, this cost sharing federal assistance program pays for half the cost of consultants or industry-specific experts for projects that improve a manufacturer's competitiveness.