



U.S. Department
of Transportation
Federal Highway
Administration

Memorandum

Subject: **ACTION:** Catalog of Federal Domestic Assistance
Requirement for Federal Assistance Agreement
Awards

Date: February 3, 2016

From: *Brian Bezio*
Brian R. Bezio
Chief Financial Officer

In Reply Refer To:
HCFB-31
(HCF-2016-001)

To: Associate Administrators
Acting Director, Innovative Program Delivery
Director, Technical Services
Division Administrators
Division Directors

The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards require the Catalog of Federal Domestic Assistance (CFDA) number in all Federal assistance agreement awards. The Federal awarding agency must include the applicable CFDA number(s) in the award document (i.e., project agreements, grant agreements, cooperative agreements, etc.) pursuant to 2 CFR 200.210 (Information Contained in a Federal Award). This requirement became effective December 26, 2014.

Sound internal control dictates that all program office allocation memorandums and OCFO program code memorandums must identify the corresponding CFDA number(s) when issued to comply with this requirement. Other funding notices will include CFDA numbers to the extent practical. The attached cross walk will assist program offices and divisions in reporting the CFDA number(s) in the project agreement.

For Federal-aid awards authorized in the agency's Financial Management Information System (FMIS), the project agreement must include the CFDA number(s) in accordance with 2 CFR 200.210. Please include all applicable CFDA numbers in the State Remarks field until this functionality is available in FMIS 5. Updating FMIS 5 to include a CFDA number field as well as the project agreement end date and indirect cost rate fields will occur after implementation.

For direct grant and cooperative agreement awards entered into by the Offices of Federal Lands Highway or Acquisition and Grants Management, CFDA numbers applicable to an assistance agreement award must be identified in the award document.

Please direct questions for the:

- Allocation memorandums and funding notices to the FMIS Team at FMISTEAM@dot.gov;
- Program code memorandums to Rochelle Zellars-Crawford at 202-366-2862; or
- Federal Lands awards to Melissa Hogan at 202-366-9771.

cc: Mr. Thomas Echikson, Chief Counsel
Directors of Field Services.

Attachment