

**National Institute of Standards and Technology  
State and Local Implementation Grant Program  
Special Award Conditions**

**6. Automated Standard Application for Payments System**

Notwithstanding Section A.02 of the Department of Commerce (DOC) Financial Assistance Standard Terms and Conditions, dated January 2013:

- a. The advanced method of payment shall be authorized unless otherwise specified in a special award condition.
- b. Payments will be made through electronic funds transfers, using the Department of Treasury's Automated Standard Application for Payment (ASAP) system and in accordance with the requirements of the Debt Collection Improvement Act of 1996.
- c. The following information is required when making withdrawals for this award: (1) ASAP account identification (id) = award number found on the cover sheet of this award; (2) Agency Location Code (ALC) = 13060001; and (3) Region Code = 02. Recipients do not need to submit a "Request for Advance or Reimbursement" (SF-270) for payments relating to this award.
- d. All non-ASAP Recipient Organizations must enroll electronically. The ASAP system no longer accepts paper forms for enrollment. If you are not currently enrolled in the ASAP system you must provide the Federal Awarding Agency with a Point of Contact name, e-mail address, mailing address, telephone number, EIN and DUNS numbers of your organization in order for the Federal Awarding Agency Enrollment Initiator (EI) to begin the on-line enrollment.
- e. If you have questions on this requirement please contact the Grant Specialist responsible for this award. If you have questions on the electronic process step-by-step instructions you may contact your responsible Regional Finance Center.

Advances taken through the ASAP shall be limited to the minimum amounts necessary to meet immediate disbursement needs. Advanced funds not disbursed in a timely manner must be promptly returned, via an ASAP credit, to the account from which the advanced funding was withdrawn. Advances shall be for periods not to exceed 30 days.

Funds that have been withdrawn through ASAP may be returned to ASAP via the Automated Clearing House (ACH) or via FEDWIRE. The ACH or FEDWIRE transaction may only be performed by the Recipient's financial institution. Full or partial payments received by a Payment Requestor/Recipient Organization may be returned to ASAP. All funds returned to the ASAP system will be credited to the ASAP Suspense Account. The Suspense Account allows the Regional Financial Center to monitor returned funds and ensure that they are credited to the correct ASAP account. Returned funds that cannot be identified and classified to an ASAP account will not be accepted and will be returned to the originating depository financial institution (ODFI).

It is essential that the Payment Requestor/Recipient Organization provide its financial institution with ASAP account information (ALC, Recipient ID and Account ID) to which the returned funds are to be credited. Additional detailed information can be found at: <http://www.fms.treas.gov/asap/pay-return2.pdf>

There is a 10-day deadline for the head of the organization to initiate recipient enrollment upon receipt of ASAP registration notification. Failure to comply could subject the award to a change in the method of payment to reimbursement only.

**This award has the following control or withdrawal limits set in ASAP:**

Phase 2 Reserves \$1,378,425.00 (50 percent of federal funds) will be unavailable until either after FirstNet has consulted with the State-designated contact about the matters listed in the Act, including defining coverage needs, user requirements, and network hardening and resiliency requirements, and advises the National Telecommunications and Information Administration (NTIA) it is ready for the commencement of data collection or when NTIA requests a revised budget from recipients for second phase activities. Upon approval of the revised budget, the recipient will be eligible to engage in Phase 2 activities and access the Phase 2 Reserves. Engagement in Phase 2 activities with federal or non-federal funds will be considered unallowable under the grant until the revised budget has been approved and this special award condition has been lifted.

**This award has the following control or withdraw limits set in ASAP:**

- None
- Payment Reimbursement required for all withdrawals (see explanation below)
- Agency review required for all withdrawal requests over \$ \_\_\_\_\_ (See explanation below)
- \_\_\_\_\_ Maximum Draw Amount controls (see explanation below)
- \$ \_\_\_\_\_ each month
- \$ \_\_\_\_\_ each quarter
- \$ \_\_\_\_\_ each year

**Explanation:**

***Recipient is on Payment Reimbursement status for the withdrawals of Federal funds, pending programmatic review and cost share verification by the NTIA Federal Program Officer and the NIST Grants Office. Recipient is on reimbursement only status and shall request reimbursement by submitting a summary of their expenditures via email to the Grants Office for approval and payment. Payment Reimbursement designation will be lifted after satisfactory programmatic review and cost share certification.***