



National Aeronautics and  
Space Administration  
Washington, DC 20546

# Grant Notice

GN 17-02

May 24, 2017

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## Revisions to the Grant and Cooperative Agreement Numbering Schemes

(NASA Case 2017-N011)

**PURPOSE:** To revise NASA Grants and Cooperative Agreement Manual (GCAM) Part 5.4 concerning numbering schemes for grants and cooperative agreements.

**BACKGROUND:** NASA uses the contracting writing system to enter, create, fund and manage grant and cooperative agreement documents. Grants and cooperative agreements shall be sequentially numbered in accordance with 2 CFR 200 210, designated the Federal Award Identification Number (FAIN). NASA uses the current Procurement Instrument Identifier (PIID) structure since it also falls under the FAIN requirement and is the identifier of record in the contract writing system.

This year, the agency will be changing the contract writing system from the Contract Management Module (CMM)/PRISM to the NASA Contract Writing System (NCWS)/Procurement for Public Sector (PPS). In addition, a FAR rule ([79 FR 61739](#)) was finalized that will change the PIID structure effective October 1, 2017. Since FAR policy on PIIDs has been revised, agency supplemental guidance is revised accordingly. Implementation of the new PIID numbering schema by NASA will become effective when the new contract writing system is deployed in 2017.

Lack of access to reliable and comprehensive data on Federal procurement actions impacts management and program decisions across the federal government. Therefore, implementation of standards will facilitate the identification and traceability of spending from appropriation through expenditure, support automated collection of information, and support the objectives of the Federal Funding Accountability and Transparency Act (FFATA) of 2006.

The GCAM is amended by revising policy for numbering schemes for grants and cooperative agreements.

**DOCUMENTS AFFECTED BY CHANGES:** Grants and Cooperative Agreement Manual.

**ACTION REQUIRED:** This requirement is applicable to all actions on or after the date NCWS is deployed. The NCWS deployment is tentatively scheduled for June, 2017.

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for **William P. McNally**  
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**Enclosure**



# NASA Grant and Cooperative Agreement Manual

In Accordance with 2 CFR Part 200

Implementation Date:

December 26, 2014

Revised: May 24, 2017

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## 5.4 Format and Numbering

1. NASA Form 1687 is the cover page for all grants. Terms and Conditions for grants with U.S. organizations shall be incorporated by reference. Full text of the terms and conditions are located at 2 CFR 1800 Appendix B. Terms and conditions for grants with foreign organizations will be printed in full text. An acceptance block may be added when the Grant Officer finds it necessary to require bilateral execution of the grant. Program budgets are not generally attached to the award document. When it is necessary to attach the budget due to revisions to the original proposed budget or other reasons, this information should be suitably marked as confidential, and is not to be disclosed outside the Government without the consent of the grantee.
2. Grants and cooperative agreements will be sequentially numbered. **[In accordance with 2 CFR 200.210 titled Information contained in a Federal award, Federal awards must include a unique Federal Award Identification Number (FAIN). All Grants and Cooperative Agreements for all new NASA awards shall be 13 digits in length.]** The Identification Numbering System to be used for all types of NASA grants and cooperative agreements will be applied as follows:

- a. **[Agency Prefix: NASA is represented by 80.**
- b. **Center: The Center is represented by four characters.**
- c. **Fiscal Year: Current Fiscal Year (FY) will be represented by two digits.**
- d. **Grant or Cooperative Agreement: Grant is coded K and Cooperative Agreement is coded M.**
- e. **FAIN “80NSSC17K0001” would be a NSSC grant action signed in FY17. It would be the first one issued at the Center.**

<b>80</b>	<b>NSSC</b>	<b>17</b>	<b>K</b>	<b>0001</b>
<b>NASA</b>	<b>Center</b>	<b>FY17</b>	<b>Grant</b>	<b>Serial No. 1]</b>

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