



## Procurement Request Process Maps v 5.08

Last Updated July 8, 2022

- PR-1 Partial Funding Workflow
- PR-2 Reduce Funding Workflow
- PR-3 Correct ACCS Lines on Approved Award

For a step by step tutorial of this process map, please reference the following site:

<https://www.noaa.gov/organization/information-technology/federal-program-office-post-awardcloseout-user-resources>

**Refer to the following documents:**

2. Partial Funding Processing Guidance
3. ACCS Lines -- Revise Approved and Correct
6. Reduce Funding Processing Guidance

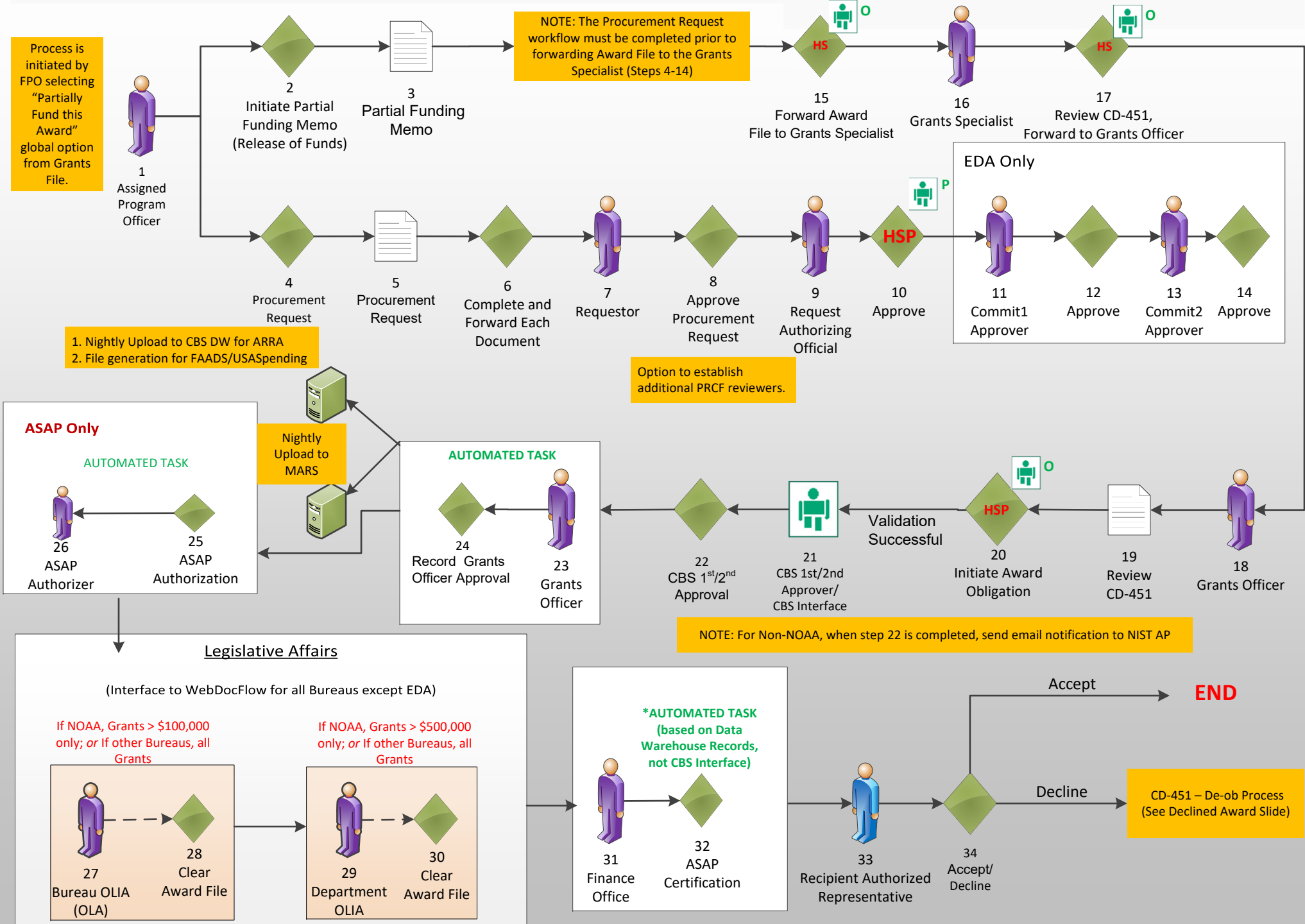
# Partial Funding Workflow (PR-1)

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Process is initiated by FPO selecting "Partially Fund this Award" global option from Grants File.

NOTE: The Procurement Request workflow must be completed prior to forwarding Award File to the Grants Specialist (Steps 4-14)



- 1. Nightly Upload to CBS DW for ARRA
- 2. File generation for FAADS/USASpending

Option to establish additional PRCF reviewers.

**ASAP Only**

AUTOMATED TASK

26 ASAP Authorizer

25 ASAP Authorization

Nightly Upload to MARS

AUTOMATED TASK

24 Record Grants Officer Approval

23 Grants Officer

**Legislative Affairs**

(Interface to WebDocFlow for all Bureaus except EDA)

If NOAA, Grants > \$100,000 only; or If other Bureaus, all Grants

27 Bureau OLIA (OLA)

28 Clear Award File

If NOAA, Grants > \$500,000 only; or If other Bureaus, all Grants

29 Department OLIA

30 Clear Award File

NOTE: For Non-NOAA, when step 22 is completed, send email notification to NIST AP

\*AUTOMATED TASK (based on Data Warehouse Records, not CBS Interface)

31 Finance Office

32 ASAP Certification

33 Recipient Authorized Representative

34 Accept/Decline

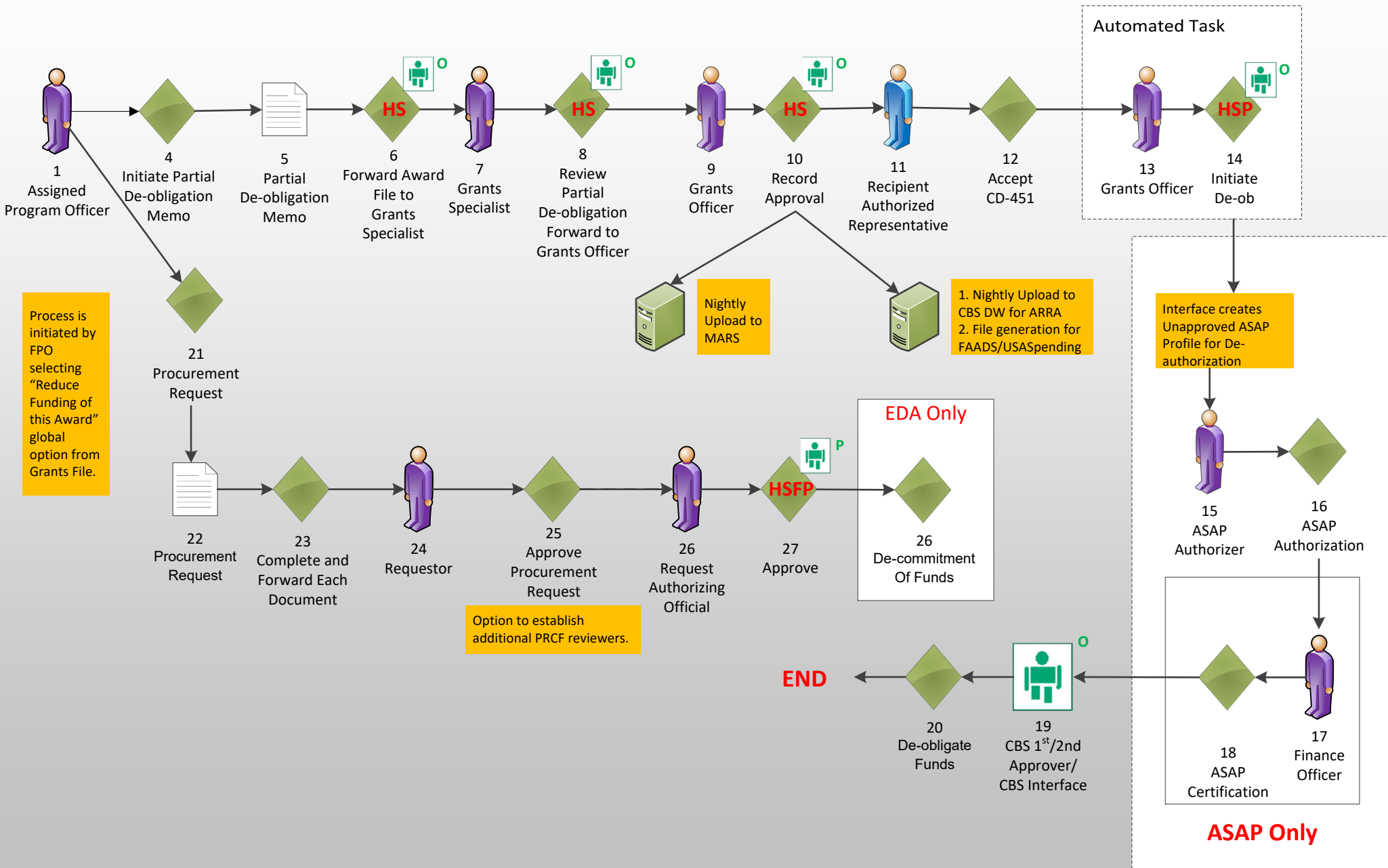
Accept → END

Decline → CD-451 - De-ob Process (See Declined Award Slide)

# Reduce Funding Workflow (PR-2)

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# Correct ACCS Lines on Approved Award (PR-3)

(No Net Dollar Change)

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The Award must be accepted by the Recipient in order for this option to be available.

