	Data Element	Instructions
		PRIME RECIPIENT
		REPORT INFORMATION
1.	**Award Type:**	Select "Grant" or "Cooperative Agreement," depending on award type in the Notice of Grant Award (NGA)
2.	**Award Number:**	Enter the Agreement Number found in the NGA (Field 2)
3.	**Final Report:**	Enter ''Yes'' if this is the final report for the project/grant period specified; otherwise, enter "No." If you mark your report "final," you are saying that all work is completed and you will not be reporting in the next reporting cycle.
		AWARD RECIPIENT INFORMATION
4.	**Recipient DUNS No:**	Enter the DUNS found in the NGA (Field 1B)
5.	**Recipient Account Number:**	If applicable, enter the account number or any other identifying number assigned by the recipient to the award. This field is optional.
6.	**Recipient Congressional District:**	Enter or select the congressional district corresponding to the recipient's DUNS address zip code + 4
		PROJECT / AWARD INFORMATION
7.	**Funding Agency Code:**	Enter "6930"
8.	**Awarding Agency Code:**	Enter "6930"
9.	**Program Source (TAS):**	Enter "69-0718" Department of Transportation – Federal Railroad Administration - Capital Assistance for High Speed Rail Corridors, Recovery Act
10.	**Sub Account Number for Program Source (TAS):**	N/A
11.	**CFDA Number:**	Enter "20.319" High-Speed Rail Corridors and Intercity Passenger Rail Service – Capital Assistance Grants
12.	**Amount of Award:**	Enter the Amount of this Agreement or Amendment found in the NGA (Field 10)
13.	**Award Date:**	Enter the date that the authorized FRA official signed the NGA (Field 18A)
14.	**Award Description:**	Enter a description that captures the overall purpose of the award. This should be consistent with the Project Description in the SOW portion of the NGA.
15.	**Total number of sub-awards less than $25,000/award:**	Enter the total number of sub-awardees that received a total grant award of less than $25,000. A prime recipient is not required to aggregate its awards for instances where sub-awards are less than $25,000. If the prime recipient chooses it

	Data Element	Instructions
		can disaggregate reporting for all sub-awards, regardless of the award amount.
16.	**Total amount of sub-awards less than $25,000.**	Enter the total dollar value of awards less than $25,000 awarded to sub-recipients. Please see the guidance above for total number of sub-awards less than $25,000/award.
17.	**Total number of sub-awards to individuals:**	If applicable, enter the total number of sub-awards made to individuals. Please note that prime recipients must submit aggregate reports on all sub-awards to individuals.
18.	**Total amount of sub-awards to individuals:**	If applicable, enter the total dollar value of awards made to individuals. Please see the guidance above for total number of sub-awards to individuals.
19.	**Total number of payments to vendors less than $25,000/award:**	Enter the total number of vendor payments of less than $25,000/award. Include only vendor payments made by the Prime Recipient. A prime recipient is not required to aggregate its awards for instances where payments to vendors are less than $25,000. If the prime recipient chooses, it can disaggregate reporting for all vendors, regardless of the payment amount. OMB's guidance also clarifies that, if a prime recipient chooses to aggregate vendor payments less than $25,000, the $25,000 threshold is triggered by individual payments to a vendor within a quarter and not cumulative payments to a vendor over the life of the project. Please note, the number of aggregated vendor payments and associated dollars should be reported cumulatively.
20.	**Total amount of payments to vendors less than $25,000:**	Enter the total dollar value of awards less than $25,000 awarded to vendors. Include only vendor payments made by the Prime Recipient. Please see above for Total number of payments to vendors less than $25,000/award.
	PROJECT INFORMATION	
21.	**Project Name or Project/ Program Title:**	Enter the Project Title in the NGA (Field 8)
22.	**Quarterly Activities/ Project Description:**	Provide a narrative description of the project activities accomplished during the quarter. This should include a summary of the overall purpose and expected outputs and outcomes of the prime recipient and sub-recipient activities. The narrative should be consistent with the activities described in the FRA Quarterly Progress Report for the same reporting period.
23.	**Project Status:**	For grants funding multiple projects and services, recipients need to provide a best estimate of completion status (i.e., 100% complete, 50% complete, less than 50% complete) of all projects or activities supported by the whole grant. This will be a rough estimate. For grants that are distributed to sub-recipients, and then used by the sub-recipients for a variety of expenses, the prime recipient should use the percentage of its award that the prime recipient has drawn down to measure the project status.

	Data Element	Instructions
24.	**Total Federal Amount ARRA Funds Received/ Invoiced:**	Enter the amount the recipient has drawn-down.
25.	**Number of Jobs[1]:**	Enter the combined number of jobs that were created and retained and funded by the Recovery Act during the current reporting quarter in the United States and outlying areas. For more information on how to perform this calculation, please see the FRA Job Creation Guidance for ARRA Recipients and the OMB Memorandum M-10-08.
26.	**Description of Jobs Created:**	Provide a brief description of the types of jobs created or retained and a narrative description of the employment impact resulting from the use of Recovery Act funds. This description may rely on job titles, broader labor categories, or the recipient's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work.
27.	**Activity Code: (up to 10)**	Enter either the NAICS or NTEE-NPC codes that describe the Recovery Act projects or activities under the award. A searchable code list is available at http://www.census.gov/naics/. Up to 10 codes can be listed.
28.	**Total Federal Amount of ARRA Expenditure:**	Enter the cumulative amount of Federal Recovery Act funds received that were expended to projects or activities. This information should be consistent with the figure submitted in the quarterly SF-425 report (line 10e). For reports prepared on a cash basis, expenditures are the sum of cash disbursements for direct charges for property and services, the amount of indirect expense charged, the value of third-party in-kind contributions applied, and the amount of cash advance payments and payments made to sub-recipients. For reports prepared on an accrual basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense incurred; the value of in-kind contributions applied; and the net increase or decrease in the amounts owed by the recipient for (1) goods and other property received; (2) services performed by employees, contractors, sub-recipients, and other payees; and (3) programs for which no current services or performance are required. Do not include program income expended in accordance with the deduction alternative, rebates, refunds, or other credits.
29.	**Total Federal ARRA Infrastructure Expenditure:**	Enter the total federal ARRA Infrastructure expenditure. For construction grants, this should equal the Total Federal Amount of ARRA Expenditures. For planning grants, the amount should equal zero.

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[1] The Recipient will only report direct jobs in the 1512(c) jobs calculation.

	Data Element	Instructions
	INFRASTRUCTURE CONTACT	
30.	Infrastructure Contact Name: Infrastructure Contact Email: Infrastructure Contact Phone: Infrastructure Contact Ext: Infrastructure Contact Street Address 1: Infrastructure Contact Street Address 2: Infrastructure Contact Street Address 3: Infrastructure Contact City: Infrastructure Contact State: Infrastructure Contact Zip Code + 4:	If applicable, enter the contact information for the contact at the State level who could best speak to infrastructure projects being funded with ARRA funds.
	PRIMARY PLACE OF PERFORMANCE	
31.	Street Address 1: Street Address 2: City: State: Country: Zip Code + 4:	Enter the Recipient Address found in the NGA (Field 1), unless the primary place of performance is different.
32.	Congressional District:	Enter the U.S. (not state) congressional district corresponding to the project location address zip code + 4, if the primary place of performance is different.
	RECIPIENT HIGHLY COMPENSATED OFFICERS	
33.	**Prime Recipient Indication of Reporting Applicability:**	Select 'Yes' if in the Recipient's preceding fiscal year, the Recipient received 80% or more and $25M or more annual gross revenue from Federal contracts, loans, grants, and cooperative agreements, and public does not have access to senior executive compensation. Otherwise, select 'No.'
34.	**Officer Name:**	If the criteria are met, report the name of the highly compensated officer for the recipient.
35.	**Officer Compensation:**	If the criteria are met, report the compensation of the highly compensated officer for the recipient.