

**NJ Division of State Police  
Federal Accountability and Transparency Act  
Debarment and Suspension for Lower Tier Recipients of Federal Funding**

The NJ Division of State Police, as the administrator of federal funds provided to other state, county, local or municipal agencies, requires all agencies requesting federal funding either through a grant, cooperative agreement, public assistance, etc. to be in compliance with the Federal Accountability and Transparency Act (FFATA) and to sign the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion.

Federal Accountability and Transparency Act (FFATA)

The Federal Accountability and Transparency Act (FFATA) was signed on September 26, 2006 and required the federal Office of Management and Budget to establish a publicly available online database containing information about entities that are awarded federal grants, loans, contracts, public assistance, etc. As a result, all agencies applying for federal funding of \$25,000 or more are required to comply with the requirements of the FFATA. Only exemptions are payments to individuals.

In order to be in compliance, please complete the attached Federal Financial Accountability and Transparency Act Information Form. All applicants are required to have a DUNS number and be registered in the Central Contractor Registration (CCR) database.

A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. It is required on all federal applications. If you do not have a DUNS number, you can obtain one free of charge by calling 1- 800-333-0505 or registering online at: <http://www.dnb.com/eupdate/dunsform/>.

The Central Contractor Registration (CCR) means the federal repository into which an entity must provide information required for the conduct of business as an award recipient or subrecipient. Additional information about registration procedures can be found at the CCR Internet site (currently at <http://www.ccr.gov>).

Suspension and Debarment

In order to ensure that an agency is not suspended or debarred or otherwise excluded from receiving federal funding, the Division of State Police is required to provide certifications for all agencies receiving federal funding through the Division. Therefore, it is necessary that all applicants provide the signed Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion with their completed application package.

Forms

The required FFATA and Suspension and Debarment forms are included in the package. They should be completed, signed and returned to the Division of State Police Public Assistance Unit.

**Federal Financial Accountability and Transparency Act Information Form**

**To be completed by Subrecipient:**

1. Agency Name: \_\_\_\_\_
2. City: \_\_\_\_\_ 3. State: \_\_\_\_\_
4. Congressional District: \_\_\_\_\_
5. DUNS number: \_\_\_\_\_  
(<http://www.dnb.com/us/>)
6. Location of Primary Place of Performance of Project (if different than above):  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Congressional District: \_\_\_\_\_
7. Central Contractor Registration Completed: Yes \_\_\_\_ No \_\_\_\_  
(<http://www.ccr.gov/>)  
If No, please explain: \_\_\_\_\_
8. Signature of Agency Representative: \_\_\_\_\_

**To be completed by Division/SubGrantor:**

1. Amount of Award: \_\_\_\_\_
2. Federal: \_\_\_\_\_ 3. Match or State Share: \_\_\_\_\_
4. Award Number: \_\_\_\_\_
5. Transaction Type: \_\_\_\_\_
6. CFDA Number: \_\_\_\_\_
7. Program Source: \_\_\_\_\_

### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposes," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of reports in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
OFFICE OF THE COMPTROLLER

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions  
(Sub-Recipient)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

\_\_\_\_\_  
Name and Title of Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Address of Organization