



DATA Act File D2 Error Handling Guide

November 2023



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Overview

File D2 is submitted to the USDA DATA Act Repository where the file is reviewed for formatting errors. Files without formatting issues are submitted to Treasury's reporting portal, *Financial Assistance Broker Submission (FABS)*, on behalf of USDA agencies. Treasury reviews the data for errors before publishing the record to USAspending.gov.

1. Format Review at OCFO

At initial loading of the file to FMS Server, the formatting of data in each field as well as the file itself is reviewed. Files with formatting issues are not accepted to the USDA Repository. This is also called a pre-validation review.

If the submitted file is found to have formatting issues, an email message is relayed to the agency's Shared Mailbox with an attachment describing the formatting error. Each rejected file must be revised accordingly and resubmitted. If the submitted file is properly formatted, no email will be sent.

2. Data Review at FABS

Properly formatted files are submitted to USAspending.gov where the data is reviewed by Treasury to ensure records meet data quality requirements outlined in the Governmentwide Spending Data Model or GSDM (formerly DAIMS). The validity of data in each field is reviewed for quality before records are published on USAspending.gov.

Fatal Errors:

If Treasury identifies fatal errors in a record's data, the record will not be published to the website. Agencies can review Treasury findings within the *DATA Act -D2 Broker Error and Warning Report* in the [HANA General Ledger Management Reports](#) module on FMFI. See Appendix B for instructions. Sort the report in Column G for "E". Records with data not meeting the Treasury requirements must be corrected and resubmitted.

Warnings:

If Treasury gives a Warning to a record's data, the record will be published, but should be reviewed and corrected, if possible. Agencies can review Treasury findings within the *DATA Act -D2 Broker Error and Warning Report* in the [HANA General Ledger Management Reports](#) module on FMFI. See Appendix B for instructions. Sort the report in Column G for "W".

3. Handling Errors and Warnings

Agencies perform the following steps to resolve errors identified by FABS.

1. Analyze errors/warnings and correct data within the agency source system(s). Agencies must ensure inaccurate data is revised internally before submitting corrected records.
2. Create a fresh File D2 report.
Include only those records found in error at [USAspending](https://USAspending.gov) and submit to the Repository as a new D2 file.
3. Do not change any content other than the fields in error. Agencies must correct only those fields that were tagged as errors or warnings by [USAspending](https://USAspending.gov).
4. Be timely in correcting records. Agencies should work to correct and resubmit records for the next reporting window, or as soon as possible.

Appendix A: Acronym List

DATA Act: Digital Accountability and Transparency Act of 2014

DAIMS: DATA Act Information Model Schema

FABS: Financial Assistance Broker Submission

FMMI: Financial Management Modernization Initiative

FMS: Financial Management Services

GSDM: Governmentwide Spending Data Model

Repository: USDA DATA Act Repository

USDA: U.S. Department of Agriculture

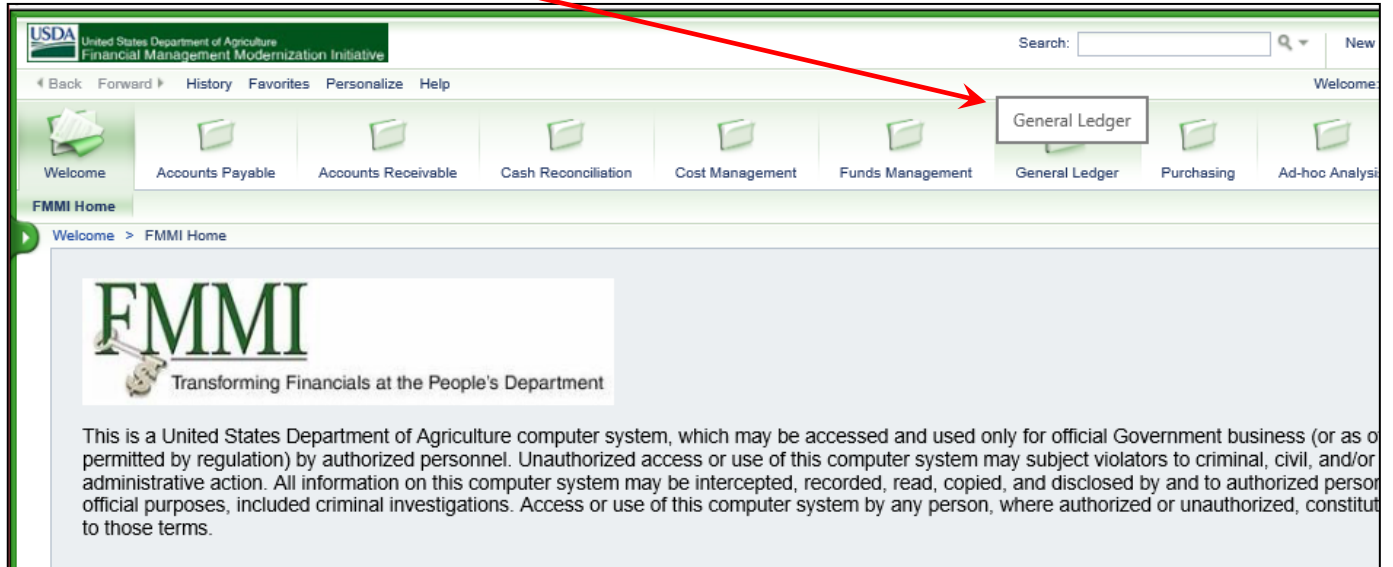
TARD: Transparency and Accountability Reporting Division (TARD)

Treasury: U.S. Department of the Treasury

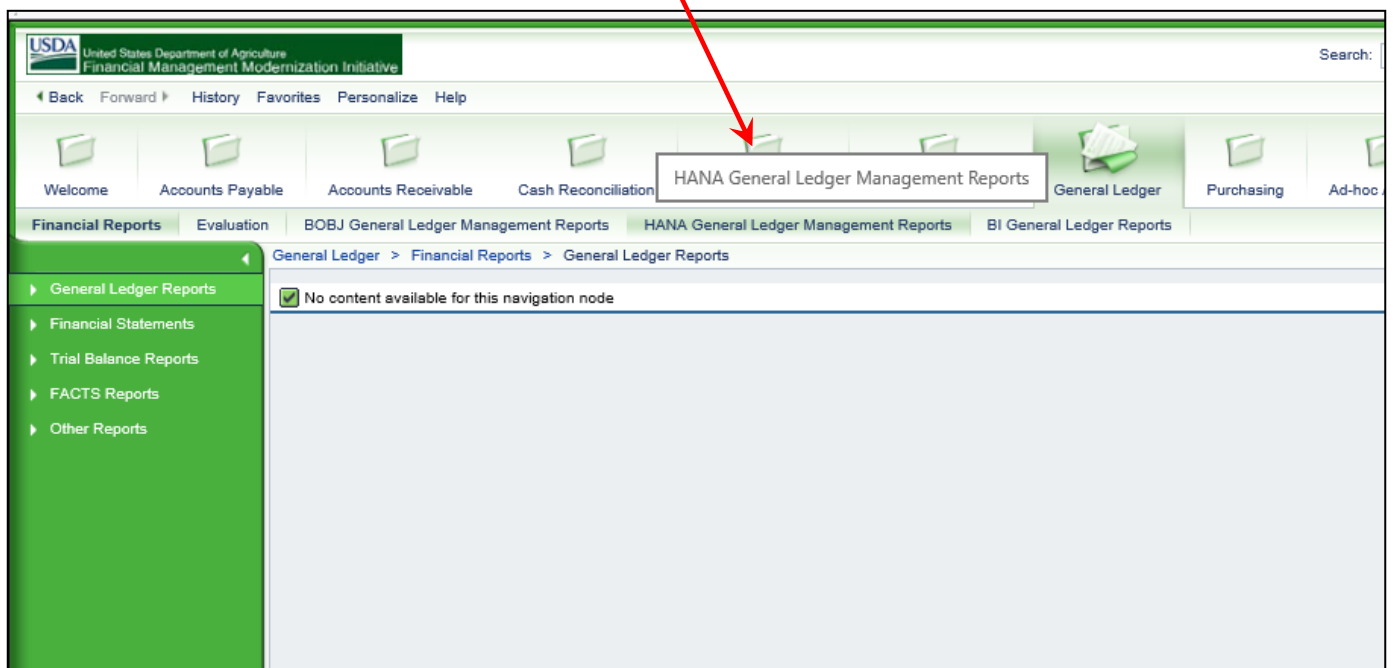
Appendix B: Accessing Error/Warning Reports in FMMI

Error Reports are also available in the HANA General Ledger Management Reports section on FMMI
<https://portal.fms.usda.gov/>. (Does not work in Internet Explorer)

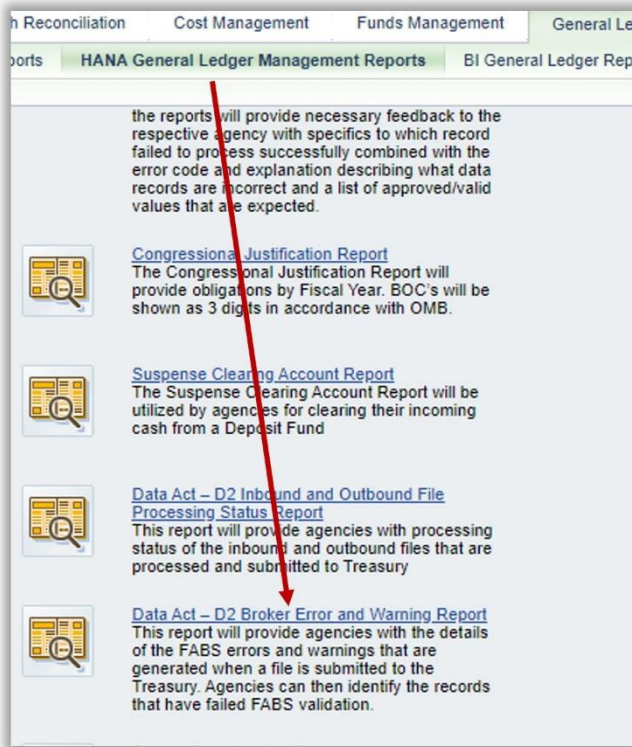
Go to the **"General Ledger"** area



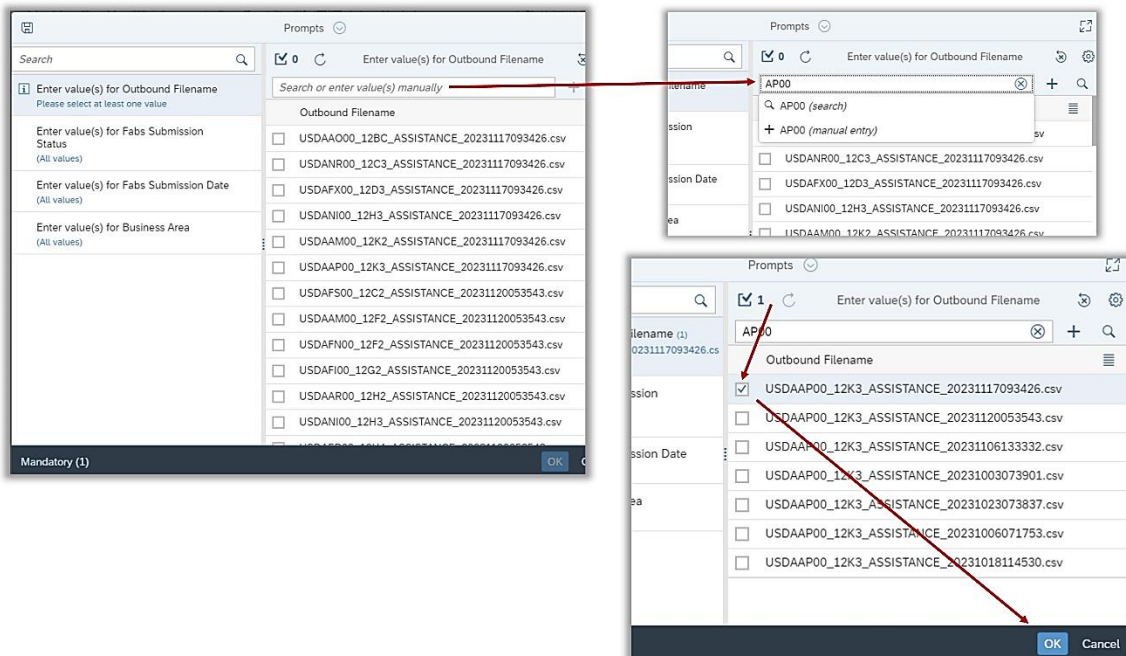
Open **"HANA General Ledger Management Reports"**



Select **“DATA Act -D2 Data Act Broker Error and Warning Report”** from the list:



Use your **Business Area** code to search then select report desired and click **OK**. Reports contain the processing date in title.



Sort for Errors (E) or Warnings (W) in Column G of the results.

Best Practice: Download and save the report, then tag records that have been corrected until all have been resubmitted.