

NOAA GMD Guidance for "DO NOT PAY" Functionality

In Grants Online Release 4.14 an indication was added to the CD-450, Amendment (CD-451), and SF-270 workflow so the Grants Specialist or Grants Officer can acknowledge the Federally mandated "DO NOT PAY" check of the recipient on the action. *The actual check of the "DO NOT PAY" list is done outside of Grants Online.*

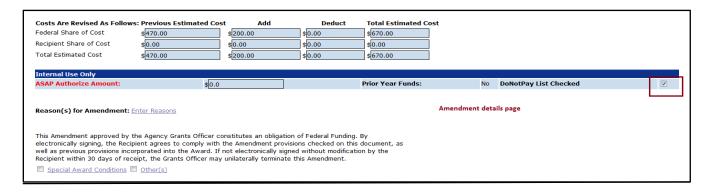
CD-450 / 451: The award file on a FUNDED action cannot be approved by the Grants Officer until the "DO NOT PAY" check box is marked as complete.

The Grants Specialist *can* forward the Award File to the Grants Officer without acknowledging the "DO NOT PAY" check; however, the Grants Officer will be unable to approve the action. Either the Grants Specialist or Grants Officer can acknowledge the "DO NOT PAY" check.

CD-450 Details Page:



Amendment (CD-451) Details Page:



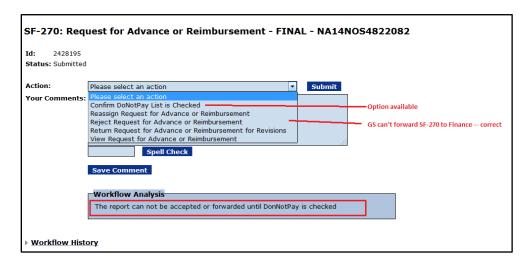
The Workflow Analysis box on the Award File will contain a message if the "DO NOT PAY" check has not been acknowledged.



If a GMD Checklist exists on the Award File it will also display a status message regarding the "DO NOT PAY" check.



SF-270: The Grant Specialist will not be allowed to forward the SF-270 to the Finance Office for payment until the "DO NOT PAY" check is confirmed.



There is no check box for the SF-270. Instead the Grants Specialist must select the option from the Action dropdown list to confirm that they have performed the "DO NOT PAY" check. A status message is displayed on the SF-270 Details page. This message is not visible to the recipient.

