

Notice to all EPA grant and cooperative agreement recipients:
(From the Las Vegas Finance Center –LVFC)

Effective October 1, 2009, EPA grantees should begin using the new SF-425, Federal Financial Report (FFR), to report on the financial status of their grants. The FFR replaces the SF-269 and SF-269a, Financial Status Report (FSR), and the SF-272 and SF-272a, Federal Cash Transactions Report. A blank, fillable FFR is available at the Las Vegas Finance Center's (LVFC) website:
<http://www.epa.gov/ocfo/finservices/forms.htm>

The terms and conditions of your existing EPA assistance agreement(s) require submission of a final Financial Status Report and, in some cases, interim and/or annual FSRs. Effective October 1, this information should be submitted on the SF-425 rather than the SF-269.

Only financial status information is required by EPA. Recipients are no longer required to submit Federal Cash Transaction information formerly reported on the SF-272 (FFR lines 10a through 10c). Therefore, all fields on the FFR need to be filled out except for 10a, 10b and 10c.

Final FFRs are due to EPA no later than 90 days after the end of the grant budget/project period. If your assistance agreement requires submission of an interim or annual financial status report, please submit the SF-425 form (FFR) following the schedule stipulated in the terms and conditions of the agreement. All FFRs should be sent to the Las Vegas Finance Center. Fax number, mailing and email addresses are provided at: <http://www.epa.gov/ocfo/finservices/lvcontacts.htm>

If you have any questions, please contact your LVFC financial specialist. If you do not know your specialist, a list with contact information can be found at:
<http://www.epa.gov/ocfo/finservices/lvcontacts.htm>