BUREAU OF THE
Fiscal Service
U.S. DEPARTMENT OF THE TREASURY

Analytics Project Implementation Guide

June 2025

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SECTION 1: INTRODUCTION TO FPFI ANALYTICS

1.1 Fraud Prevention and Financial Integrity Background

The Department of the Treasury's Fraud Prevention and Financial Integrity (FPFI) Office combats fraud and promotes financial integrity governmentwide. FPFI offers a suite of services and solutions to identify and prevent fraud and improper payments such as Account and Entity Verification Services, the **DNP Portal**, advanced data analytics, and more.

- FPFI is currently a **no cost** resource for federal agencies and federally funded, state-administered programs.
- FPFI offers customized data analysis to help agencies detect fraud, waste, and abuse as well as strengthen internal controls.
- FPFI has a dedicated team that works with agencies to determine and target the best solutions and data sources to meet program needs for combating improper payments and fraud.
- Agencies use FPFI to help make payment eligibility decisions at any time during the payment lifecycle, e.g., during pre-award and pre-payment eligibility verification.

1.2 FPFI Analytics Services

FPFI Analytics provides custom analyses to meet customers' business needs. FPFI's analytics services come at no cost to the customer.

FPFI conducts analytics projects to:

- identify payees, individuals, and vendors who are ineligible to receive federal and state benefits;
- detect data quality issues and process improvements in areas where internal controls are not effectively preventing improper payments;
- carry out other custom analyses which are tailored to the customer's business problems and business rules; and
- identify common customer challenges which allow us to craft offerings to meet those needs.

The Analytics team is comprised of data analysts and data scientists, who are experts in complex analyses and data wrangling. The analytics team includes analytics consultants who serve as liaisons between the customer and the project team to ensure that the analysis conducted is exactly aligned to the customer's expectations. Analytics projects conducted by FPFI are centered on a customer's data set. The Analytics team uses the customer's data in conjunction with the data sources available to FPFI to generate analytics results and report actionable findings.

1.3 What Types of Analyses Does FPFI Analytics Provide?

FPFI Analytics conducts a variety of projects that are related to the identification of improper payments and fraud. Recent projects have included the following types of analyses:

- Vendor and individual eligibility verification
- Deceased payee analysis
- Data quality and integrity checks
- Business risk assessment
- Payment accuracy
- Vendor consolidation
- Cross-agency analysis
- Ad-hoc analysis and custom analytics research

1.4 What Types of Customers Partner with FPFI Analytics?

FPFI Analytics conducts analytics projects for the following entities and initiatives:

- Federal agencies
- Federal oversight groups
- Federally funded, state-administered programs
- State oversight groups
- Enterprise customers

1.5 How to Request a Project from FPFI Analytics

To engage in an analytics project with FPFI Analytics, please contact your Agency Lead/Agency Specialist or send an email to FPFIoutreach@fiscal.treasury.gov.

SECTION 2: DATA SOURCES

2.1 Use of Data Sources in Analytics Projects

FPFI's analytics projects use a wide range of data sources to meet customers' needs. The data sources available to FPFI include information on death, payment recipient eligibility, debarment, delinquent federal debts, and payment information. FPFI leverages the information within these data sources in combination with the data provided by the customer to identify improper payments and other project goals. Many of the data sources available to FPFI provide an indication of a payment recipient's eligibility. For example, if a payment recipient was identified on a data source as "deceased," then a payment made to that individual is potentially improper. FPFI also uses the information in the available data to conduct a variety of other types of analyses for customers such as business risk assessments, cross-government analysis, and network analysis.

2.2 Federal Customers and State Customers Available Data Sources List Comparison

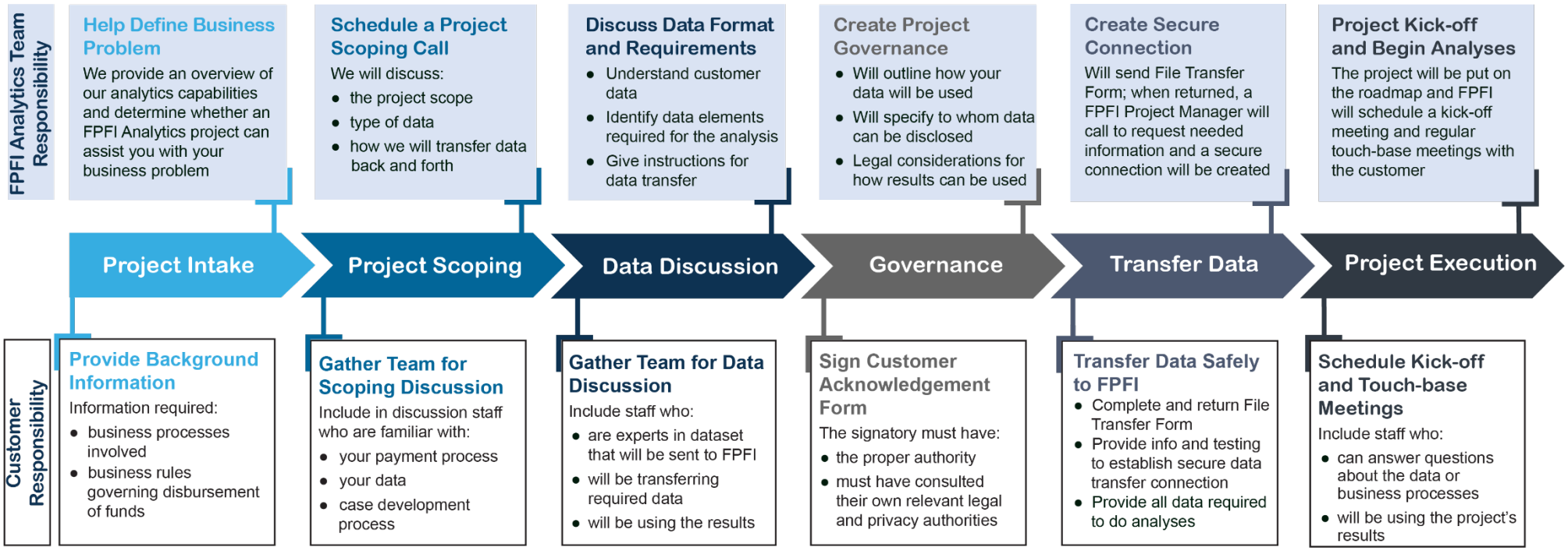
Below are the data sources currently offered for inclusion in FPFI Analytics projects. *Please note, access to data sources is dependent on acceptable routine uses and may require computer matching agreements. For a detailed description of each data source, see Appendix A.*

Data Sources	Available to Federal Customers	Available to State Customers
Death Data Sources		
American InfoSource (AIS) Probate - Commercial	√	√
American InfoSource (AIS) Obituary - Commercial	√	√
Death Master File-Full (DMF-Full) - Public	√	√
Department of Defense (DoD) Death Data - Public	√	√
Department of State (DoS) Death Data - Public	√	√
Electronic Verification of Vital Events Fact of Death (EVVE FOD) – Commercial/Restricted	√	√
Fiscal Service Death Notification Entry (DNE) - Restricted	√	√
Fiscal Service Death Indication Data* • **DNP Portal Agency Adjudication Death Indication Data - Restricted** • **Payments, Claims, and Enhanced Reconciliation (PACER) Death Indication Data - Restricted**	√	√

**Any death data source that is a supplemental data source (not stand-alone source, must be used with another) will be indicated with a red asterisk.*

Data Sources	Available to Federal Customers	Available to State Customers
Eligibility Data Sources		
System for Award Management (SAM) Entity Registration Records - Public	√	√
System for Award Management (SAM) Entity Registration Records - Restricted	√	
Internal Revenue Service (IRS) Tax Exempt Organization Search (TEOS) - Public • Publication 78 (PUB 78) • Automatic Revocation List (ARL) • 990-N (e-Postcard)	√	√
Debarment Data Sources		
System for Award Management (SAM) Exclusion Records - Public	√	√
System for Award Management (SAM) Exclusion Records - Restricted	√	
List of Excluded Individual and Entities (LEIE) - Public	√	√
List of Excluded Individual and Entities (LEIE) - Restricted	√	√
Office of Foreign Assets Control (OFAC) - Public	√	√
Delinquent Debtor Data Sources		
Treasury Offset Program (TOP) Debt Check - Restricted	√	
Credit Alert System (CAIVRS) Input from Veterans Affairs (VA) - Restricted	√	
Credit Alert System (CAIVRS) Input from Small Business Administration (SBA) - Restricted	√	√
Credit Alert System (CAIVRS) Input from Housing and Urban Development (HUD) - Restricted	√	√
Credit Alert System (CAIVRS) Input from Department of Justice (DOJ) - Restricted	√	
Credit Alert System (CAIVRS) Input from U.S. Department of Agriculture (USDA) - Restricted	√	√
Incarceration Data Sources		
SENTRY Bureau of Prisons (BOP) - Restricted	√	
Persona Insights Data Sources *Coming Soon*		
J.P. Morgan Chase (JPMC) Account Validation Services (AVS) – Commercial/Restricted	√	√
J.P. Morgan Chase (JPMC) Entity Validation Services (EVS) – Commercial/Restricted	√	√
Fiscal Service Payment Data Sources		
Payment Automation Manager (PAM) Payment Data - Restricted	√	
Payments, Claims, and Enhanced Reconciliation (PACER) Payment Data - Restricted	√	
Miscellaneous Data Sources		
Do Not Pay (DNP) Agency Portal Adjudication Data - Restricted	√	√

SECTION 3: PROJECT TIMELINE AND OVERVIEW



3.1 Roles and Responsibilities

Undertaking an analytics project requires committed action from both the customer and FPFI. The success of an analytics project depends on the follow-through of FPFI and the customer to meet their respective responsibilities.

The roles and responsibilities during a project engagement are outlined below.

Roles and Responsibilities of FPFI Analytics	Roles and Responsibilities of Customer
• Creating the governance form that is required to engage in requested analyses • Getting internal legal, privacy, and leadership approval for the form • Guiding the customer through the data intake and data transfer processes • Meeting with the customer to discuss any business rule or data questions • Executing the analysis and delivery of project results • Following up with the customer to ensure full understanding of the project's results and to address all questions regarding the analyses.	• Providing FPFI Analytics comprehensive understanding of the background of the analytics project request as well as any applicable business rules • Approving the governance form with all applicable internal parties • Providing required information/testing to establish a secure data transfer connection • Providing all necessary data to FPFI Analytics • Answering questions from FPFI that may arise about the data or business processes while the project team is in execution • Providing feedback on the final deliverable and project results within 120 days of project delivery

3.2 Meetings to Expect

Analytics projects include several meetings between the customer and FPFI, from project intake to project feedback. Outlined below is a list of the different types of meetings that can occur over the course of an analytics project engagement with FPFI.

- **Project Intake:**
  - *Purpose* – to familiarize the project requestor with FPFI Analytics, provide an overview of our analytics capabilities, and to determine whether an FPFI Analytics project can assist the requestor with their business problem.
  - *Customer participants to include* – personnel who will be using the results, and personnel in a leadership role who will be approving the project under discussion.
- **Project Scoping:**
  - *Purpose* – to further understand the customer's business problems, business rules, and the determine the type of analysis needed.
  - *Customer participants to include* – personnel who will be using the results, personnel in leadership role who will be approving of the project taking place, and data experts.
- **Data Discussion:**
  - *Purpose* – to understand the customer's data that will be used for the analytics project, including any nuances of the data. During this meeting, critical data elements necessary for the analysis are identified and discussed. Additionally, instructions for the data transfer are provided at this meeting.
  - *Customer participants to include* – personnel who are experts in the dataset which will be used, personnel who will be accessing the data transfer connection and transferring the required data to FPFI, and personnel who will be using the results of the analysis.
- **Project Kick-off:**
  - *Purpose* – to allow the analytics team executing the project to ask any initial questions that have arisen during project preparations. This meeting also provides the customer with an idea of the final deliverable.
  - *Customer participants to include* – personnel who will be using the project's results and data experts.
- **Project Touch-bases:**
  - *Purpose* – to meet on a set cadence throughout project execution to verify that the project team is on the right track and to allow the team to ask the customer any questions that may have come up during project execution. The meeting cadence will be set at the beginning of project execution and will be agreed upon between FPFI Analytics and the customer.
  - *Customer participants to include* – personnel who will be using the project's results and data experts.

- **Project Delivery:**
  - *Purpose* – to allow FPFI Analytics to present the final analysis to the customer and to answer any initial questions that the customer may have about the analysis or its findings.
  - *Customer participants to include* – personnel who will be using the project's results, personnel in a leadership role who may be involved with any business changes as a result of the analysis, and data experts.
- **Project Feedback:**
  - *Purpose* – to allow FPFI Analytics to talk to the customer about the project feedback. This discussion may include how the analysis has influenced their business processes, as well as the volume of improper payments that the analysis helped identify and/or stop.
  - *Customer participants to include* – personnel who will be using the project's results.

3.3 Governance Process – Customer Acknowledgement Form

FPFI analytics projects must abide by a governance process that is aligned with the privacy and legal considerations associated with matching to and sending a customer's data. A governance form called the Customer Acknowledgement Form is drafted by FPFI for each analytics project. A project's governance form serves as a project authorization document and provides specific information about the proposed analytics project including project description, data sources matched to, how the project results and data will be used, and other essential information about the analytics project. The governance form is different for federal partners vs. state partners (see *Governance* section below for examples).

- Governance Signatories:
    - FRB STL Analytics Senior Manager
    - Fiscal Service Legal
    - FPFI Privacy
    - FPFI Analytics Advisor
    - FPFI Customer Engagement & Support Branch Manager
    - FPFI Privacy & Technology Branch Manager
    - FPFI Director
    - Payment Management Director/other Payment Management signatory (if applicable)
    - CAIVRS/TOP approval (if those data sources are included in the scope of the analytics project)

After the Customer Acknowledgement Form is approved by all applicable internal parties, it is sent to the partnering agency or state for digital signature. The document must be signed by the customer prior to the project starting and data being shared. The agency or state can appoint their own signatory, with the expectation that the individual signing the Acknowledgment Form has proper authority and has consulted relevant legal and privacy authorities within their organization.

3.4 Data Discussion

Before the project commences, FPFI Analytics will meet with the partnering organization for a data call to better understand the customer's dataset. During this call, FPFI will:

- walk through the steps for setting up a secure data transfer connection,
- give details on file specifications,
- discuss data fields preferred for the analysis.

Any personnel who will be extracting the data and/or transferring the data to FPFI, and any data experts who can answer questions about the requested data should be included in this call. Once the Customer Acknowledgement Form has been approved by all FPFI signatories and the customer, the customer's dataset may be transferred to FPFI.

3.4.1. Data Transfer – Secure File Transfer Options

FPFI Analytics offers various secure file connections to receive data and send completed analyses. Agencies can choose either a Secure File Transfer Protocol (SFTP) connection, or a Hypertext Transfer Protocol Secure (HTTPS) connection called MOVEit.

3.4.1.a Secure File Set-up for MOVEit

The most common connection FPFI Analytics uses is a Hypertext Transfer Protocol Secure (HTTPS) connection or MOVEit. To begin the process of setting up a MOVEit connection, the customer will fill out an Analytics File Transfer Form (*see appendix B*). Once this form is completed and submitted, FPFI will contact the partnering organization to request the required information for setting up the MOVEit connection. The requested information should not be given through email and needs to be given via a telephone call.

The agency will need to log on to SailPoint and request a role to use MOVEit. The agency will need to provide their email domain to the Fiscal Service File Transfer Team. The Fiscal Service File Transfer Team will whitelist the agency's domain. After the agency manages their access in SailPoint, the Fiscal Service File Transfer Team will configure the agency's connection. **Please note, IP addresses are not required for MOVEit setup.**

3.4.1.b Secure File Set-up for SFTP

To begin the process of setting up an SFTP connection, the customer will fill out an Analytics File Transfer Form (*see appendix B*). Once this form is completed and submitted, FPFI's Project Manager will contact the partnering organization to request the required information for setting up the SFTP connection. The requested information should not be given through email and needs to be given via a telephone call.

The agency will need to provide a point of contact, an IP address or range of addresses, and information on who will be accessing the SFTP. For SFTP, the agency will use a client to connect to the Bureau of the Fiscal Service (BFS) SFTP server. If an agency does not already have an internal SFTP client, WinSCP is a free and supported option.

3.4.2 Data Transfer – Secure File Transfer Testing

Once the relevant information is given to FPFI's Project Manager depending on the chosen secure file transfer connection option, the connection will be created for the customer. The FPFI Project Manager will contact the partnering organization with instructions to test the connection. When sending a test file, put ".TST" or ".TEST" at the end of the file to indicate it is a test file. When sending files to FPFI, put them in the Inbound folder. If FPFI is sending you files, they will be located in the Outbound folder.

The first time an analytics customer sends a file using MOVEit, they must send it to this email address: STLS.DNP.Analytics.Project.Mgmt@stls.frb.org. Afterwards, they can search FRBSTL and use that email information.

3.4.3 Data Transfer - Data Specifications

Below are the preferred general file specifications for FPFI Analytics. See *Appendix C File Specifications for Analytics Projects* for more detailed information. Adhering to these specifications allows for a quicker data loading and cleaning process. However, not being able to provide data in the requested format is not prohibitive to engaging in a project with FPFI Analytics.

When submitting data, FPFI Analytics requests that partnering organizations:

- submit their data in a CSV Pipe Delimited file,
- do not submit non-ASCII characters,
- prepare and submit a data dictionary with their data file, which includes field names, a definition for each field, the data type of each field, and any other pertinent information about the data file.

The project team needs several days with the data to allow time to load, clean, format, and familiarize themselves with the data. Due to this, data should be sent to FPFI at least a week prior to the project execution start date. This date will be communicated to the customer once the Customer Acknowledgement Form is signed by all parties and the project has been scheduled on the FPFI Analytics Roadmap.

3.5 Project Execution

Once the Customer Acknowledgement Form has been approved by internal FPFI signatories and the customer, the project will be put on FPFI's backlog and put on the roadmap for kick-off with the next available project team. FPFI Analytics works in an Agile format, which is comprised of two-week sprints. At the project kick-off meeting, FPFI Analytics will provide an estimated project completion date based on how many sprints the project is expected to take. This estimate is subject to change. If the estimated time is extended or shortened, FPFI will notify the customer of this change.

FPFI Analytics will meet with the partnering organization throughout project execution for touch-base meetings to make sure the project is on track and to ask any questions that come up during execution. The customer's data experts who can answer any data-related questions and program personnel who are able to answer questions about business rules related to the program are both helpful participants in these touch-base meetings.

Once the project is completed, the deliverable and results will be uploaded to the SFTP and FPFI Analytics will notify the customer when results are available. After the analysis has been received by the partnering organization, FPFI will schedule a project delivery meeting to discuss the results of the analysis and answer any questions the customer has.

3.6 Feedback

After project delivery, FPFI Analytics requests that the customer provide feedback on the analytics project results and deliverable within 120 days of results delivery. This feedback is critical and enables FPFI to improve future analyses and better understand the customer's business processes and rules.

Some key metrics that FPFI Analytics would like feedback on include but are not limited to:

- the actual or projected number and dollar amount of improper payments identified and/or prevented,
- costs avoided or projected to be avoided through process improvements or other results of the analytics project (including savings from centralizing processes by the decision to access the DNP Portal),
- other direct or indirect benefits flowing from the project.

The timeframe for providing feedback can be extended by mutual written agreement of FPFI and the customer.

SECTION 4: PROJECT GOVERNANCE

4.1 Federal Customers – Customer Acknowledgement Form

The Customer Acknowledgment Form for federal customers will include:

- a high-level description of the purpose of the work to be carried out
- a description of the project deliverable(s) which will be provided at project completion, including what types of analyses will be performed
- a description of the privacy implications related to the project and possible limitations on how the results can be legally used,
- a description of the feedback policy, which states that the customer will provide feedback within 120 days of delivery of the results in order to maintain access to FPFI Data Analytic Services,
- a list of all data sources that will be used to match against customer data, and an approval section that spells out any data source agreements discussed,
- a section that notes the System of Records Notice (SORN) that covers the data that will be in the project engagement
    - For this section to be completed, the customer must provide the Analytics team with the applicable SORN and routine use that allows for the analytics engagement to be completed.
- an example of this requested information is shown here:

    - *The data that SIGPR will provide for matching purposes will come from the following two data systems:*
        - *Treasury .015 - General Information Technology Access Account Records*
            - *The data system is covered by system of records notice at: https://www.federalregister.gov/documents/2020/11/17/2020-25298/privacy-act-of-1974-system-of-records*
            - *The following routine use of the SORN applies: To an agency or organization for the purpose of performing audit or oversight operations as authorized by law, but only such information as is necessary and relevant to such audit or oversight function.*
        - *Treasury .017— Correspondence and Contact Information*
            - *The data system is covered by system of records notice at: https://www.federalregister.gov/documents/2016/11/07/2016-26662/privacy-act-of-1974-systems-of-records*
            - *The following routine use of the SORN applies: To an agency or organization for the purpose of performing audit or oversight operations as authorized by law, but only such information as is necessary and relevant to such audit or oversight function.*

- the next section will contain a determination on whether a Computer Matching Agreement (CMA) will be required for the engagement; if so, FPFI will notify the customer and begin the process of obtaining one.

4.2 State Customers – Customer Acknowledgement Form

The Customer Acknowledgment Form for state customers will include:

- a high-level description of the purpose of the work to be carried out
- a description of the project deliverable(s) which will be provided at project completion, including what types of analyses will be performed
- a description of the privacy implications related to the project and possible limitations on how the results can be legally used
- a description of the feedback policy, which states that the customer will provide feedback within 120 days of delivery of the results in order to maintain access to FPFI Data Analytic Services
- a list of all data sources that will be used to match against customer data, and an approval section that spells out any data source agreements discussed
- a Data Governing Statutes section that documents the customer agreement to allow the Analytics team to use their data for the stated purposes of the engagement
    - For this section to be completed, the customer must provide the Analytics team with the applicable statutes that cover the data to be used in the engagement.
    - The statute should indicate that the customer has the authority to subpoena and send data to FPFI.

- an example of this requested information is shown here:
    - ***Georgia law (O.C.G.A. 50-6-29)***
        - *GA Department of Audits :: Performance Audits; "the state auditor is empowered to conduct hearings, to summon witnesses, to administer oaths, to take the testimony of such witnesses, and to compel the production, inspection, and copying of documentary evidence, including without limitation evidence in electronic form and documentary evidence that is confidential or not available to the general public, at such time and place as he or she may designate for the purpose of investigating and determining the conduct and record of the employees and officials of any department of the state government."*

- the next section will contain a determination on whether a Computer Matching Agreement (CMA) will be required for the engagement; if so, FPFI will notify the customer and begin the process of obtaining one.

APPENDIX A: Data Source Descriptions

A.1 Death Data Sources

Data Source	Owner	Description
American InfoSource (AIS) - Commercial	AIS	Contains obituary and probate information on deceased individuals obtained from over 3,000 funeral homes, thousands of newspapers, and county-level probate records.
Death Master File Full (DMF-Full) - Restricted	SSA	Contains records of deaths reported to the Social Security Administration (SSA). The deaths reported to SSA come from many sources, including family members, funeral homes, financial institutions, postal authorities, state information, and other federal agencies. ***Does contain vital death records from states.***
Department of Defense Death Data - Public	DOD	Contains information on active-duty U.S. military and Reserves regarding confirmed or presumed deaths.
Department of State Death Data - Public	DOS	Contains records of American Citizens who are deceased or presumed deceased while abroad, as reported by U.S. embassies or consulates upon its receipt of a foreign death certificate or finding of death by a local competent authority.
DNP Portal Agency Adjudication Death Indication Data - Restricted	DNP Portal	Contains information from Do Not Pay customers regarding a determination of whether a payment is proper, improper, or under review as well as any comments associated with the determination.
Electronic Verification of Vital Events Fact of Death (EVVE FOD) – Commercial/Restricted	NAPHSIS	Contains information about death certificates contained within the vital records databases of participating states and jurisdictions.
Fiscal Service Death Notification Entry (DNE) - Restricted	Fiscal Service	A notice sent to a Receiving Depository Financial Institution of the death of a Receiver. Only a federal government agency may originate a DNE entry.
Payments, Claims, and Enhanced Reconciliations (PACER) - Restricted	Fiscal Service	Contains records of payments made on behalf of the federal government and information on any action taken after a payment has been disbursed; this may include offset activities, disputes, or reclamation, and return of funds due to a death.

A.2 Eligibility and Debarment Data Sources

Data Source	Owner	Description
IRS Automatic Revocation of Exemption List (ARL) - Public	IRS	Contains entities that have their tax-exempt status automatically revoked under the law because they have not filed Form 990 series returns or notices annually for three consecutive years.
Publication 78 (PUB78) - Public	IRS	Lists of organizations that can receive tax-deductible contributions; • Users may rely on this list in determining deductibility of their contributions. • If an organization uses a "doing business as" (DBA) name, that name will not be listed in the Pub. 78 Data. Only the organization's official name submitted to the IRS is included in the data set. Some donees (i.e., churches, group ruling subordinates, and governmental units) eligible to receive tax-deductible charitable contributions may not be listed in Pub. 78 Data. For more information see, Other Eligible Donees.
990-N (e-Postcard) - Public	IRS	Form 990-N 9 (e-Postcard) is an annual electronic notice most small tax-exempt organizations (annual gross receipts normally $50,000 or less) are eligible to file instead or Form 990 or Form 990-EZ.
List of Excluded Individuals and Entities (LEIE) - Public & Restricted	HHS OIG	Contains information regarding individuals and entities currently excluded from participation in Medicare, Medicaid, and all other federal health care programs.
Office of Foreign Assets Control (OFAC) - Public	Treasury	Contains a list of individuals and companies owned or controlled by, or acting for or on behalf of, targeted countries; it also lists individuals, groups, and entities, such as terrorists and narcotics traffickers designated under programs that are not country specific; collectively, such individuals and companies are called "Specially Designated Nationals" or "SDNs"; their assets are blocked, and U.S. persons are generally prohibited from doing business with them.

Data Source	Owner	Description
System for Award Management (SAM) Entity Registration Records - Restricted	GSA	Contains entity registration data publicly available under the Freedom of Information Act for those entities registered in SAM to do business with the federal government in accordance with the Federal Acquisitions Regulation (FAR).
SAM Exclusion Records - Public & Restricted	GSA	Contains the data for all active exclusion records entered by the federal government identifying those parties excluded from receiving federal contracts, certain subcontracts, and federal financial and non-financial assistance and benefits.

A.3 Delinquent Debtor Data Sources

Data Source	Owner	Description
Credit Alert System (CAIVRS) - Restricted	DOJ, HUD, SBA, USDA & VA	Contains information on loan applicants that have any federal debt that is currently in default or foreclosure or has had a claim paid by the reporting agency within the last three years. Although CAIVRS may not identify all federal "delinquent debt" or "prior losses," it is a valuable resource for "delinquent debt."
Treasury Offset Program (TOP) Debt Check - Restricted	Treasury	Contains data on individuals who are delinquent on non-tax debts and child support obligations to the federal government (and participating states) if allowed by agency statute and regulations.

A.4 Incarceration Data Sources

Data Source	Owner	Description
SENTRY Bureau of Prisons (BOP) - Restricted	BOP	Contains information on incarcerated individuals under the jurisdiction of the U.S. Attorney General. Does not contain state, county, local, or private incarceration records. Verifies eligibility for benefits which are prohibited or adjusted for prisoners. Includes records of inmates currently incarcerated as well as those who have been incarcerated within the past 10 years.

A.5 Persona Insights Data Sources *Coming Soon*

Data Source	Owner	Description
J.P. Morgan Chase (JPMC) Account Validation Services (AVS) – Commercial/Restricted	JPMC	Provides bank and routing account verification for individuals and businesses indicating whether the information is valid and the account is open. This data can be used to verify if a payment is being disbursed to a bank account registered to the correct payee.
J.P. Morgan Chase (JPMC) Entity Validation Services (EVS) – Commercial/Restricted	JPMC	Provides verification of individual and business identification data using JPMC global provider data along with JPMC payment and proprietary fraud indication data. This information can be used to ensure payee accuracy or indicate potential fraud.

A.6 Fiscal Service Payment Data Sources

Data Source	Owner	Description
Payment Automation Manager (PAM) - Restricted	Fiscal Service	Contains records of ACH, check, and wire disbursements to entities that were made through the Payment Automation Manager payment processing system.
Payments, Claims, and Enhanced Reconciliations (PACER) - Restricted	Fiscal Service	Contains records of payments made on behalf of the federal government and information on any action taken after a payment has been disbursed; this may include offset activities, disputes, or reclamation, and return of funds due to a death.

A.7 Miscellaneous Data Sources

Data Source	Owner	Description
Do Not Pay (DNP) Agency Portal Adjudication Data - Restricted	DNP Portal	Contains information from Do Not Pay customers regarding a determination of whether a payment is proper, improper, or under review as well as any comments associated with the determination.

APPENDIX B: File Transfer Form

File Transfer Form

Section 1- Access/Contact Identification	
Agency Name:	Agency Acronym:
Technical Contact Name:	Technical Contact Email:
Technical Contact Phone:	Email for Notifications:
Section 2 – File Identification	
File Name:	
File Description(Application Destination):	
Data Submittal Frequency: ☐ Weekly ☐ Monthly ☐ One-Time ☐ Other	
How will you securely send us your file? ☐ Connect Direct (Requires additional forms) ☐ SFTP ☐ HTTPS (MoveIT)	
How will you connect? ☐ Internet ☐ VPN Tunnel (Additional forms required)	
Agency will connect to BFS SFTP server for send/receive, 166.123.219.4 Your Public IP Address: Requested Userid: --- Agency will connect to BFS HTTPs (MoveIT) link below for send/receive: https://ft.fiscal.treasury.gov	
Have you reviewed the Naming Convention Standards Document? ☐ Yes ☐ No ☐ NA	
Can you comply with the Naming Convention Standards? ☐ Yes ☐ No ☐ NA	
File Format: ☐ Mainframe ☐ .txt ☐ xml ☐ csv ☐ compressed type:	
Additional Notes About The File.	

SFTP (SSH File Transfer Program)

SFTP is widely available for a number of platforms and it solves the problems of securing the user's password and provides data encryption and integrity on the fly. SSH (which SFTP uses as an authentication and data transport mechanism) also authenticates the server involved though the exchange of keys. SSH keys are privately maintained and require external acceptance upon first use or prior transfer through an alternate method.

File Upload Using HTTPS

File Upload Using HTTPS provides the ability to transfer files from your browser and remote Secure HTTP (HTTPS) server.

File Transfer Using Connect:Direct

Connect:Direct is a computer software product to transfer files between mainframe computers, and midrange computers. It was developed for mainframes, with other platforms being added as the product grew. Originally called Network Data Mover (NDM), it was renamed to Connect:Direct by its owner Sterling Commerce in 2008, after Sterling Software purchased the company. In 2010, IBM completed the purchase of Sterling Commerce.

APPENDIX C: File Specifications for Analytics Projects

Preferred File Extensions

- .csv
- .txt
- .txt.gpg
- .gz
- .gpg

Accepted File Formats

- Plain text
- Encrypted plain text
- Encrypted compressed plain text file

Accepted File Delimiters

- CSV
- Tab
- Pipe

Common Issues that will Cause File Problems

- Double delimiters
- Delimiters within field values, or delimiters that are in an unquoted text field

  Example of quoted file sample record: 12.50 | 1122334455 | "ANTHONY MARTIN | AKA TONY MARTIN"

  Load result would be 3 columns as shown below, including the Column Type in parentheses
  Column 1 = 12.50 (Numeric)
  Column 2 = 1122334455 (Numeric)
  Column 3 = ANTHONY MARTIN | AKA TONY MARTIN (Text)

  Example of unquoted file sample record: 12.50 | 1122334455 | ANTHONY MARTIN | AKA TONY MARTIN

  Load result would be 4 columns as shown below:
  Column 1 = 12.50 (Numeric)
  Column 2 = 1122334455 (Numeric)
  Column 3 = ANTHONY MARTIN (Text)
  Column 4 = AKA TONY MARTIN (Text)

- Any delimiter with more than one character column (e.g., "~*")
- Leading zeros dropped when importing into Excel
- Numbers being converted to scientific notation in field values
- Double quotes inside of double quoted fields
- Non-printing characters or non-ASCII characters/symbols in the dataset