

Chapter 15

GRANTS

Use this function to view details about your CPD grants.

ACCESSING THE GRANT FUNCTION

Click the Grant tab at the top of any screen or the Grant [Search](#) link on any Grant tab page to display the Search Grants screen.

SEARCH GRANTS SCREEN

To view a grant, you must first conduct a search to retrieve it. Specify as many or few search criteria as you wish to find the grant(s) you want to view.

Field	Description
Grant Year	To limit the search results to a particular grant year, select it from the dropdown.
Grant #	You can search for grants starting with the text string you enter here—e.g., type m to retrieve just HOME grants, or m0 to retrieve your 2000 - 2009 HOME grants (provided no contradictory search criteria are input).
Program	To limit the search results to grants from a particular program, select it from the dropdown.

Click the [Search] button to run the search and display the grant(s) that meet the criteria you specified.

Grant

Search Grants

Search Criteria

Grant Year: (tip) 2011

State/Territory: WA

Program: All

Grant #: (tip)

Search | Reset

Results Page 1 of 1

<u>Program</u>	<u>Grant Year</u>	<u>Grant #</u>	<u>Authorized Amount</u>	<u>Grant Status</u>	<u>Net Drawn Amount</u>	<u>IDIS Grant Balance</u>	<u>Action</u>
CDBG	2011	B-11-MC-53-0007	\$2,639,094.00	Active	\$0.00	\$2,639,094.00	View
HOME	2011	M-11-DC-53-0206	\$1,790,541.00	Active	\$0.00	\$1,790,541.00	View
HESG	2011	E-11-MC-53-0003	\$128,549.00	Active	\$55,565.34	\$72,983.66	View

The results are initially sorted by program (in the order CDBG, HOME, ESG, HOPWA) and grant year (descending). You can change the sort field and the sort order by clicking on any column header that is in blue and underlined. The results table fields are defined on the next page.

Click the [View](#) link of a grant to display the View Grant screen.

VIEW GRANT SCREEN

This screen provides details about a specific grant:

Grant

View Grant

[Return to Search Grants](#) | [View Grant History](#)

<p>Grantee/PJ Name: <small>(tip)</small> TACOMA, WA</p> <p>Program: <small>(tip)</small> HOME</p> <p>Grant Year: <small>(tip)</small> 2011</p> <p>Grant #: <small>(tip)</small> M-11-DC-53-0206</p> <p>Administering Organization: <small>(tip)</small> TACOMA</p> <p>Payee EIN/TIN#: <small>(tip)</small> 91-6001283</p>	<p>Grant Status: <small>(tip)</small> Active</p> <p>Grant Blocked: <small>(tip)</small> No</p> <p>Obligation Date: <small>(tip)</small> 07/15/2011</p> <p>Commitment Deadline: <small>(tip)</small> 07/31/2013</p> <p>Expenditure Deadline: <small>(tip)</small> 07/31/2016</p> <p>Grantee Organizational DUNS #: <small>(tip)</small> 07-313-5535</p>
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Grant Amounts [View Subfunds](#)

	Amount
Original Amount	\$1,790,541.00
Authorized Amount	\$1,790,541.00
Formula Grant Amount	\$1,790,541.00
ADDI Amount (+)	\$0.00
Reduction Amount (-)	\$0.00
De-obligated Amount (-)	\$0.00
CHDO Reallocation Amount (+)	\$0.00
CHDO De-obligated Amount (-)	\$0.00
Net Drawn Amount	\$0.00
Drawn Amount (+)	\$0.00
Drawdown Pending Amount (+)	\$0.00
Returned Amount (+)	\$0.00
IDIS Draw Balance	\$1,790,541.00
LOCCS Draw Balance	\$1,790,541.00
Subfunded Amount	\$447,635.25
EN Funds (Authorized Amt minus Subfunded Amt)	\$1,342,905.75
Amount Committed to Activities	\$0.00
Amount Available to Commit to Activities	\$1,790,541.00
Amount Available to Draw	\$1,790,541.00

CHDO Reserve Requirement

	Amount
CHDO Waiver Amount (+)	\$0.00

[Return to Search Grants](#) | [View Grant History](#)

Field	Description
Grantee/PJ Name	The recipient of this grant.
Program	The CPD program providing this grant.
Grant Year	The second and third characters of the GRANT # displayed as a four-digit year.
Grant #	The number assigned to the grant by LOCCS.
Administering Organization	The name of the organization administering the HOME grant.
Payee EIN/TIN#	The EIN/TIN# of the organization that receives the wire transfers of funds drawn down from the grant.
Grant Status	Active or Inactive . A grant is inactive if IDIS has not received all required grant information.
Grant Blocked	If this is Yes , EN funds cannot be drawn from this grant.
Obligation Date	The date the HUD Field Office signed the grant agreement.
Commitment Deadline	The deadline for commitment of grant funds is the last day of the month two years after the OBLIGATION DATE.
Expenditure Deadline	The deadline for expenditure of grant funds is the last day of the month five years after the OBLIGATION DATE.
Grantee Organizational DUNS #	The PJ's DUNS number.
Original Amount	The grant amount initially obligated to the PJ.
Authorized Amount	The grant amount the PJ is authorized to subfund, subgrant, commit, and draw from this grant.
Formula Grant Amount <i>through</i> CHDO De-obligated Amount	The sum of these amounts equals the AUTHORIZED AMOUNT.
Net Drawn Amount	Net disbursements from the grant, equal to DRAWN AMOUNT plus DRAWDOWN PENDING Amount plus RETURNED AMOUNT.
Drawn Amount	The total amount disbursed from this grant.
Drawdown Pending Amount	The sum of all draws approved in IDIS that are awaiting a response from LOCCS.
Returned Amount	The total amount disbursed from the grant and later returned by the PJ to the Letter of Credit as EN. When not \$0.00, it is a negative number.
IDIS Draw Balance	The grant balance according to IDIS, equal to AUTHORIZED AMOUNT minus NET DRAWN AMOUNT. If IDIS DRAW BALANCE minus DRAWDOWN PENDING AMOUNT is not equal to LOCCS DRAW BALANCE, the data in IDIS needs to be reconciled with LOCCS.
LOCCS Draw Balance	The grant balance in LOCCS.

Field	Description
Subfunded Amount	<p>The amount of the grant subfunded for:</p> <ul style="list-style-type: none"> AD – Administration CR – CHDO Reserve CO – CHDO Operating Expenses SU – Subgrant <p>The CC (CHDO Capacity Building) and CL (CHDO Loan) subfunds are funded from CR.</p>
EN Funds (Authorized Amt minus Subfunded Amt)	The amount of the grant that has not been subfunded.
Amount Committed to Activities	The total amount of this grant committed to activities via the Activity Funding function.
Amount Available to Commit to Activities	AUTHORIZED AMOUNT minus AMOUNT COMMITTED TO ACTIVITIES.
Amount Available to Draw	<p>AUTHORIZED AMOUNT minus NET DRAWN AMOUNT.</p> <p>Notice that amounts available to commit and to draw are calculated independently of each other.</p>
CHDO Reserve Requirement: CHDO Waiver Amount	Of the 15% CHDO Reserve requirement, the amount for which the regulation has been waived.

Clicking on the [View Grant History] button at the top/bottom of the page displays a history of any changes made to the grant record.

SEARCH SUBFUNDS SCREEN

Notice the [View Subfunds](#) link above the Amount column on the View Grant screen. Clicking it displays the Search Subfunds screen with the subfunds created from the grant you were viewing already displayed:

Subfund

Search Subfunds

Search Criteria

Program: All ▾	Fund Type: (tip) Select ▾	Grant #: (tip) M10DC530206
Grant Year: (tip) Select ▾		

| | [Return to M-10-DC-53-0206](#)

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Grantee/PJ Name	Program	Grant Year	Grant #	Fund Type	Authorized Amount	Action
TACOMA	HOME	2010	M-10-DC-53-0206	EN	\$2,033,029.00	View
TACOMA	HOME	2010	M-10-DC-53-0206	AD	\$100,000.00	Edit View
TACOMA	HOME	2010	M-10-DC-53-0206	CR	\$1,602,760.00	Edit View

This screen is covered in detail on pages 16-7 and 16-23.

To return to the View Grant screen, click the [Return to...](#) link next to the [Reset] button.