

Chapter 17

SUBGRANTS

While subfunds are used in IDIS to track a HOME grant by fund type, subgrants are used to track the funds by the organizations receiving them.

ACCESSING THE SUBGRANT FUNCTIONS

Click the Grant tab at the top of the page you are on to display the Search Grants screen. Links to the subgrant functions you are authorized to access are listed on the left:

The screenshot shows the IDIS interface for searching grants. At the top, there is a navigation bar with tabs: 'Plans/Projects/Activities', 'Funding/Drawdown', 'Grant' (which is selected and highlighted in yellow), and 'Grantee/PJ'. On the left side, there is a sidebar menu with several options: 'Grant - Search', 'Subfund - Add - Search', 'Subgrant - Add - Search', 'Subfund Program Income - Add - Search', and 'Subgrant Program Income - Add - Search'. The 'Subgrant - Add - Search' option is highlighted with a blue bracket. The main content area is titled 'Grant Search Grants' and contains search criteria for 'Grant Year', 'State/Territory', 'Program', and 'Grant #'. There are 'Search' and 'Reset' buttons at the bottom of the search criteria section.

The Subgrant option is used to add, edit, and view subgrants of all fund types except Program Income (PI) and Program Income for Administration (PA) and is explained starting on the next page.

The Subgrant Program Income option is used only for PI and PA subgrants. Turn to page 17-12 for details.

SYSTEM-GENERATED SUBGRANTS

As of May 2012, IDIS replicates all HOME subgrants with an AUTHORIZED AMOUNT greater than \$0 that the PJ created for the previous year. Each replicated subgrant is created with an authorized amount of \$0. That amount can be updated by the PJ on the Edit Subgrant screen (see pages 17-7 and 17-15).

ADD SUBGRANTS (EXCEPT PI AND PA)

Click the Subgrant [Add](#) link on any Grant tab screen to display the Add Subgrant screen:

Subgrant

Add Subgrant

|
 |

***Indicates Required Field**

***Subgrant Recipient Name**(tip)

***Program**:(tip)
 Select ▾

***Grant Year**:(tip)
 Select ▾

***Grant #**:(tip)
 Select ▾

***Fund Type**:(tip)
 Select ▾

Range for Authorized Amount

Minimum	\$0.00
Maximum	
* Authorized Amount for this Subgrant	\$ <input style="width: 50px;" type="text"/>

***Banking**

Yes
 No

|
 |

Show Availability

Program : (tip) Select ▾	Grant Year : (tip) Select ▾	Grant # : (tip) Select ▾	Fund Type : (tip) Select ▾	<input type="button" value="Show"/>
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Field	Description
Subgrant Recipient Name	1. Click the [Select Organization] button. 2. On the Select Organization page, enter search criteria if you wish or leave the search fields blank to display a list of all the organizations to which you can subgrant. 3. Click the [Search] button. 4. To select an organization, click first on the radio button next to its name and then on the [Select] button. The Add Subgrant screen is redisplayed.
Program	Select HOME .
Grant Year	Select the year of the grant that the subgrant is being created from.
Grant #	Select the correct grant number (for most grantees, only one is listed if you have filled in the PROGRAM and GRANT YEAR).

Field	Description
Fund Type	<p>The choices for HOME on this screen are:</p> <ul style="list-style-type: none"> AD Administration CC CHDO Capacity Building CO CHDO Operating Expenses SU Subgrant CR CHDO Reserve CL CHDO Loan <p>Not all dropdown choices will be valid for all users—e.g., only States can subgrant AD.</p> <p>To subgrant PI or PA, use the Subgrant Program Income option (see page 17-12).</p>
Range for Authorized Amount	
Minimum	This read-only field is always \$0.00 when a subgrant is being added.
Maximum	<p>This read-only field shows the maximum amount that may be assigned to the new subgrant. It is based on the amount available in the source subfund (EN for AD, CO, and SU; CR for CC and CL).</p> <p>Note: If you have input all previous fields and the MAXIMUM field is blank, click the [Check Balance] button.</p>
Authorized Amount for this Subgrant	Enter the amount of the subgrant. It cannot exceed the MAXIMUM.
Banking	<p>Change this field to Yes if the organization receiving the subgrant is authorized to receive drawdown payments directly from LOCCS.</p> <p>If you are able to change this to Yes (it isn't allowed for all organizations) but there is no banking data in LOCCS for the subgrantee, a warning message is displayed and the status of the subgrant is set to Waiting for Banking Info. Until the banking data is received and the subgrant status changes to Active, the subgrant will not be available for committing funds via the Activity Funding function.</p>
Show Availability	<p>Use this search feature if you need to identify a funding source for the subgrant you are adding.</p> <p>Input any search criteria you like and click the [Show] button to run the search. The AMOUNT AVAILABLE TO SUBGRANT will be shown for each subfund in the search results table.</p>

Click the [Save] button to add the subgrant or the [Reset] button to refresh and redisplay the add screen.

If you are adding a CR subgrant, the HOME CHDO Reservation Certification screen is displayed when you click [Save]:

Subgrant

HOME CHDO Reservation Certification

By reserving these Federal funds, the representative of the Participating Jurisdiction using this system certifies that he/she is authorized to execute the certification, and, on behalf of the Participating Jurisdiction, further certifies that, in accordance with the requirements in Public Law 112-55:

For 2012 CHDO set-aside funds that will be committed to a CHDO project, these funds are being reserved for development activities that are to be carried out by the designated community housing development organization and the organization has demonstrated that it has staff with demonstrated development experience.

To execute the certification, click the [I agree] button. Otherwise, click the [I disagree] button.

When you save the subgrant, the View Subgrant screen (see page 17-9) is displayed with the message "Subgrant added".

EDIT SUBGRANTS (EXCEPT PI AND PA)

To edit a subgrant, you must first conduct a search to retrieve it. Click the Subgrant [Search](#) link on any Grant tab screen to access the Search Subgrants screen.

SEARCH SUBGRANTS SCREEN

Enter as many or few of the following search criteria as you wish to retrieve the subgrant(s) you want to edit:

Subgrant

Search Subgrants

Search Criteria

<p>Subgrant to Organization Name <small>i</small>:</p> <input style="width: 90%;" type="text"/>	<p>Fund Type: <small>(tip)</small></p> <input style="width: 90%;" type="text" value="Select"/>	<p>Subgrants Given: <small>(tip)</small></p> <input style="width: 90%;" type="text" value="All"/>
<p>Program:</p> <input style="width: 90%;" type="text" value="All"/>	<p>Grant #: <small>(tip)</small></p> <input style="width: 90%;" type="text"/>	<p>Subgrant Status: <small>(tip)</small></p> <input style="width: 90%;" type="text" value="All"/>
<p>Grant Year: <small>(tip)</small></p> <input style="width: 90%;" type="text" value="Select"/>		

|

Field	Description
Subgrant to Organization Name	Limits the search to subgrant recipient names that contain the text string you enter.
Program	To limit the search to a particular program, select it from the dropdown.
Grant Year	To limit the search to subgrants from a particular grant year, choose it from this dropdown.
Fund Type	<p>The choices on this screen for HOME are:</p> <ul style="list-style-type: none"> AD Administration CC CHDO Capacity Building CO CHDO Operating Expenses SU Subgrant CR CHDO Reserve CL CHDO Loan <p>To edit a PI or PA subgrant, use the Subgrant Program Income option (see page 17-14).</p>
Grant #	Limits the search to source grants starting with the text string you enter.
Subgrants Given	<p>The choices are:</p> <ul style="list-style-type: none"> All – the subgrants that the organization you are logged on as has given to and received from other organizations. No – the subgrants that the organization you are logged on as has received from other organizations.

Field	Description
	Yes – the subgrants that the organization you are logged on as has given to other organizations.
Subgrant Status	To limit the search to a particular status, select it from the dropdown. (For information about the Waiting for Banking Info status, see the entry for the Banking field on page 17-3).

Click the [SEARCH] button to run the search and display the subgrants that meet the criteria you specified:

Subgrant

Search Subgrants

Search Criteria

Subgrant to Organization Name ⁱ:

Fund Type: ^(tip)

Subgrants Given: ^(tip)

Program:

Grant #: ^(tip)

Subgrant Status: ^(tip)

Grant Year: ^(tip)

|

Results Page 1 of 6

Program	Grant #	Fund Type	Subgrant from Organization Name	Subgrant to Organization Name	Authorized Amount	Minimum Amount	Maximum Amount	Action
HOME	M-10-MC-29-0201	CR	KANSAS CITY	NEIGHBORHOOD HOUSING SERVICES OF KANSAS CITY	\$520,000.00	\$0.00	\$520,000.00	Edit View
HOME	M-09-MC-29-0201	CR	KANSAS CITY	Northland Neighborhoods Inc	\$70,000.00	\$70,000.00	\$82,465.00	Edit View
HOME	M-09-MC-29-0201	CR	KANSAS CITY	WESTSIDE HOUSING ORGANIZATION	\$375,000.00	\$375,000.00	\$387,465.00	Edit View
HOME	M-08-MC-29-0201	CR	KANSAS CITY	WESTSIDE HOUSING ORGANIZATION	\$545,902.99	\$545,902.99	\$545,902.99	Edit View
HOME	M-08-MC-29-0201	CR	KANSAS CITY	BLUE HILLS HOME CORPORATION	\$322,796.46	\$160,589.70	\$322,796.46	Edit View
HOME	M-06-MC-29-0201	CR	KANSAS CITY	SWOPE COMMUNITY BUILDERS	\$695,461.06	\$695,461.06	\$720,000.00	Edit View
HOME	M-06-MC-29-0201	SU	KANSAS CITY	NEIGHBORHOOD HOUSING SERVICES OF KANSAS CITY	\$1,900,524.70	\$1,884,387.20	\$1,900,524.70	Edit View
HOME	M-05-MC-29-0201	CR	KANSAS CITY	WESTSIDE HOUSING ORGANIZATION	\$114,324.00	\$114,324.00	\$114,324.00	Edit View
HOME	M-05-MC-29-0201	CR	KANSAS CITY	TWELFTH STREET HERITAGE	\$168,390.86	\$167,387.70	\$168,390.86	Edit View
HOME	M-05-MC-29-0201	CR	KANSAS CITY	BLUE HILLS HOME CORPORATION	\$170,285.14	\$170,285.14	\$170,285.14	Edit View

[1](#) | [2](#) | [3](#) | [4](#) | [5](#) | [6](#) | [Next 10 Results](#)

Select the subgrant you want to process by clicking the Edit link in the last column of the search results table.

Note that for subgrants with an AUTHORIZED AMOUNT of \$0.00 there is also a Delete link. When you click it, you are asked to confirm the deletion. Click [OK] to delete the subgrant.

EDIT SUBGRANT SCREEN

Two fields can be updated on this screen: the subgrant amount and the banking flag. A list of the activities funded with the subgrant can also be accessed.

Subgrant

Edit Subgrant

Save | Return to Subgrants | View Activities

***Indicates Required Field**

Subgrant Recipient Name
[WESTSIDE HOUSING ORGANIZATION](#)
 919 W 24th St
 Kansas City, MO

Program:(tip)
HOME

Grant Year:(tip)
2009

Grant #:(tip)
M-09-MC-29-0201

Subgrant Status:(tip)
Active

Date Created:
12/08/2009

Fund Type:(tip)
CR

Current Authorized Amount for this Subgrant	\$375,000.00
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Range for New Authorized Amount

Minimum	\$375,000.00
Maximum	\$387,465.00
* New Authorized Amount for this Subgrant	\$ <input style="width: 100px;" type="text"/>

***Banking**

Administering Organization: (tip)
KANSAS CITY, MO

Payee EIN/TIN#: (tip)
44-6000201

Yes No

Save | Return to Subgrants | View Activities

Field	Description
New Authorized Amount for this Subgrant	<p>To change the CURRENT AUTHORIZED AMOUNT FOR THIS SUBGRANT, enter the new amount (not the amount of the increase or decrease) in this field. It cannot be less than the MINIMUM or more than the MAXIMUM. The calculation of those two values is based on the amount available from the source subfund and the amount of the subgrant that has already been used.</p> <p>If the NEW AUTHORIZED AMOUNT is changed to \$0.00, the subgrant can be deleted on the Search Subgrants results screen.</p>
Banking: Yes/No	<p>Select Yes if the SUBGRANT RECIPIENT is to receive drawdown payments directly from LOCCS.</p> <p>If Yes is selected (it isn't allowed for all organizations) but there is no banking data in LOCCS for the subgrantee, a warning message is displayed and the SUBGRANT STATUS field will be set to Waiting for Banking Info.</p> <p>The subgrant will not be available for committing funds via the Activity Funding function until the banking data is received and the SUBGRANT STATUS becomes Active.</p>

The screen that is displayed when the [View Activities] button is clicked is described on page 17-11.

To save your changes, click the [Update Banking Only] button if BANKING YES/NO was the only field changed (to avoid getting an error message on the NEW AUTHORIZED AMOUNT field); otherwise, click the [Save] button. When you do, the View Subgrant screen, shown on the next page, is displayed.

Click the [Return to Subgrants] button to exit without saving your changes and redisplay the Search Subgrants screen.

VIEW SUBGRANTS (EXCEPT PI AND PA)

To view a subgrant, you must first conduct a search to retrieve it. Click the Subgrant [Search](#) link on any Grant tab screen to access the Search Subgrants screen. Run a search to retrieve the subgrant you want to view (see page 17-5 for detailed instructions), then click on its [View](#) link in the search results table. The View Subgrant screen is displayed.

VIEW SUBGRANT SCREEN

The sample below shows a CR subgrant. With one exception (CR subgrants from States to State Recipients), the same information is displayed for all fund types.

Subgrant

View Subgrant

[Return](#) | [View Activities](#)

Subgrant Recipient Name:
[WESTSIDE HOUSING ORGANIZATION](#)
 919 W 24th St
 Kansas City, MO

Program: (tip)
 HOME

Grant Year: (tip)
 2009

Grant #: (tip)
 M-09-MC-29-0201

Subgrant Status:
 Active

Date Created:
 12/08/2009

Fund Type:(tip)
 CR

Administering Organization: (tip)
 KANSAS CITY, MO

Payee EIN/TIN#: (tip)
 44-6000201

Authorized Amount <small>(tip)</small>	\$375,000.00
Subgranted Amount <small>(tip)</small>	\$0.00
Amount Available to Subgrant	\$0.00
Committed to Activities Amount <small>(tip)</small>	\$375,000.00
Net Drawn Amount	\$0.00
Drawn Amount (+) <small>(tip)</small>	\$0.00
Drawdown Pending Amount (+) <small>(tip)</small>	\$0.00
Returned Amount (+) <small>(tip)</small>	\$0.00
Amount Available to Draw	\$375,000.00
Amount Available to Increase Authorized Amount for this Subgrant	\$12,465.00

[Return](#) | [View Activities](#)

Field	Description
Subgrant Recipient Name	Clicking on the link here displays information about the subgrantee.
Program	The CPD program providing the grant used for the subgrant.
Grant Year	The year of the grant from which the subgrant was created.
Grant #	The number of the source grant.
Subgrant Status	Either Active or Waiting for Banking Info (see entry for the BANKING: YES/NO field on page 17-8).
Date Created	The date the subgrant was created in IDIS.
Fund Type	The subfund from which the subgrant was created.
Administering Organization	The name of the organization administering the subgrant.
Payee EIN/TIN#	The EIN/TIN# of the organization that receives the wire transfers of funds drawn down from the subgrant.
Authorized Amount	The total amount of this subgrant available to the subgrantee to subgrant, commit to activities, and draw. Initially it is equal to the AUTHORIZED AMOUNT you specified on the Add screen (see page 17-2).
Subgranted Amount	The amount of this subgrant that has been subgranted.
Amount Available to Subgrant	The amount of the subgrant that is available to subgrant to other organizations. It equals AUTHORIZED AMOUNT minus SUBGRANTED AMOUNT minus COMMITTED TO ACTIVITIES AMOUNT.
Committed to Activities Amount	The amount of this subgrant that has been committed to activities.
Net Drawn Amount	Net disbursements from this subgrant, equal to DRAWN AMOUNT plus DRAWDOWN PENDING AMOUNT plus RETURNED AMOUNT.
Drawn Amount	Total disbursements from this subgrant.
Drawdown Pending Amount	The sum of draws from this subgrant that have been approved in IDIS and are awaiting a response from LOCCS.
Returned Amount	The total amount disbursed from the subgrant and later returned by the grantee to the Letter of Credit.
Amount Available to Draw	Equal to AUTHORIZED AMOUNT minus SUBGRANTED AMOUNT minus NET DRAWN AMOUNT.
Amount Available to Increase Authorized Amount for this Subgrant	The amount in the source fund available to increase the subgrant AUTHORIZED AMOUNT.

Click the [View Activities] button to display the Activities Funded from Subgrant screen (see next page) or the [Return] button to redisplay the Search Subgrants screen.

VIEW ACTIVITIES FUNDED FROM SUBGRANT SCREEN

This screen is displayed when the [View Activities] button is clicked on the View Subgrant or Edit Subgrant screen. It shows information about the activities the SUBGRANT RECIPIENT has carried out with all subgrants (notice that the GRANT YEAR field below is **All Years** and the GRANT # is **M-XX**) of the FUND TYPE displayed on the View/Edit Subgrant screen:

Subgrant

Activities Funded from Subgrant

|

Subgrant Recipient Name:
WESTSIDE HOUSING ORGANIZATION, MO

Program:
HOME

Grant Year:
All Years

Grant #:
M-XX-MC-29-0201

Fund Type:
CR

IDIS Activity ID	Activity Name	Activity Status	Activity Owner	Source Name	Funded Amount	Drawn Amount	Balance to Draw
640	CANCELLED ACTIVITY	Canceled	KANSAS CITY	MC	\$0.00	\$0.00	\$0.00
641	CHDO-WHO-2313 MONITOR	Completed	KANSAS CITY	MC	\$0.00	\$0.00	\$0.00
1018	CHDO-WHO-2829 MADISON	Completed	KANSAS CITY	MC	\$37,547.00	\$37,547.00	\$0.00
1178	CANCELLED ACTIVITY	Canceled	KANSAS CITY	MC	\$0.00	\$0.00	\$0.00
1202	CHDO-WHO-1215 W. 20TH ST.	Completed	KANSAS CITY	MC	\$51,240.92	\$51,240.92	\$0.00
1203	CANCELLED ACTIVITY	Canceled	KANSAS CITY	MC	\$0.00	\$0.00	\$0.00
1530	IVANHOE PROJECT (TWIN ELMS)	Completed	KANSAS CITY	MC	\$0.00	\$0.00	\$0.00
2742	1755 BELLEVIEW	Open	KANSAS CITY	MC	\$28,581.00	\$20,000.00	\$8,581.00
2743	1751 BELLEVIEW	Open	KANSAS CITY	MC	\$28,581.00	\$20,000.00	\$8,581.00
2744	2715 HOLLY	Open	KANSAS CITY	MC	\$28,581.00	\$20,000.00	\$8,581.00
2745	2719 HOLLY	Open	KANSAS CITY	MC	\$28,581.00	\$20,000.00	\$8,581.00
3070	3208 Smart	Open	KANSAS CITY	MC	\$115,000.00	\$64,848.11	\$50,151.89
3112	2909 HOLLY	Open	KANSAS CITY	MC	\$197,841.00	\$179,599.72	\$18,241.28

The list is ordered by IDIS Activity ID (ascending), and cannot be resorted.

Click the [Return to View/Edit Subgrant] button to display the previous page, or the [Return to Subgrants] button to display the Search Subgrants screen.

PI AND PA SUBGRANTS

The processes of adding, editing, and viewing Program Income (PI) and Program Income for Administration (PA) subgrants are the same as for non-PI/PA subgrants, but are performed on a separate set of screens.

Click the Grant tab at the top of the page you are on to display the Search Grants screen. Links to the Subgrant Program Income functions you are authorized to access are listed on the left:

The screenshot shows a web application interface with a top navigation bar containing four tabs: "Plans/Projects/Activities", "Funding/Drawdown", "Grant" (which is highlighted in yellow), and "Grantee/PJ". On the left side, there is a sidebar menu with the following items: "User ID: C00063", "User Role: Grantee", "Organization: ORANGEBURG COUNTY", "- Logout", "Grant - Search", "Subfund - Add", "Subfund - Search", "Subgrant - Add", "Subgrant - Search", "Subfund Program Income - Add", "Subfund Program Income - Search", and "Subgrant Program Income - Add", "Subgrant Program Income - Search". A blue bracket is drawn around the "Subgrant Program Income" menu item. The main content area is titled "Grant Search Grants" and contains "Search Criteria" with fields for "Grant Year: (tip)" (a dropdown menu), "State/Territory:" (a dropdown menu with "SC" selected), "Program:" (a dropdown menu with "All" selected), and "Grant #: (tip)" (a text input field). At the bottom of the search criteria section are "Search" and "Reset" buttons.

Each function is explained below.

ADD PI AND PA SUBGRANTS

Click the Subgrant Program Income [Add](#) link on any Grant tab screen to display the Add Subgrant of Program Income screen:

Subgrant Program Income

Add Subgrant of Program Income

|
 |

***Indicates Required Field**

***Subgrant Recipient Name:** (tip)

***Program:** (tip)

***Program Year:** (tip)

***IDIS Fund Number:** (tip)

***Fund Type:** (tip)

Range for Authorized Amount

Minimum	
Maximum	
* Authorized Amount for this Subgrant	\$ <input style="width: 50px;" type="text"/>

|
 |

Show Availability

Program: <small>(tip)</small> <input type="text" value="Select"/>	Program Year: <small>(tip)</small> <input type="text" value="Select"/>	IDIS Fund Number: <small>(tip)</small> <input type="text" value="Select"/>	Fund Type: <small>(tip)</small> <input type="text" value="Select"/>	<input type="button" value="Show"/>
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The screen is very similar to the add screen for non-PI/PA subgrants (see page 17-2). Notice these differences:

- Because PI receipts and PA subfunds are created by program year, you will select a PROGRAM YEAR and PI IDIS FUND NUMBER instead of a grant year and number.
- The only valid FUND TYPES are PA and PI.
- There is no BANKING field, since it does not apply to PA/PI.

Click the [Save] button to add a subgrant or the [Reset] button to refresh and redisplay the add screen.

EDIT PI AND PA SUBGRANTS

To edit a PI or PA subgrant, click the Subgrant Program Income [Search](#) link on any Grant tab screen to access the Search Subgrant Program Income screen.

SEARCH PI/PA SUBGRANTS SCREEN

Enter as many or few search criteria as you wish to retrieve the subgrant(s) you want to edit, then click the [Search] button to display the results:

Subgrant Program Income

Search Subgrant Program Income

Search Criteria

Subgrant to Organization Name <small>i</small> :	Fund Type: <small>(tip)</small> Select	Subgrants Given: <small>(tip)</small> All
Program: HOME	IDIS Fund Number: <small>(tip)</small>	Subgrant Status: <small>(tip)</small> Active
Program Year: <small>(tip)</small> 2011		

|

Results Page 1 of 1

Program	IDIS Fund Number	Fund Type	Subgrant from Organization Name	Subgrant to Organization Name	Authorized Amount	Minimum Amount	Maximum Amount	Action
HOME	M-11-MC-17-0221	PI	AURORA	JOSEPH CORP OF ILLINOIS	\$8,500.00	\$0.00	\$18,000.00	Edit View

To update a subgrant, click its [Edit](#) link in the last column to display the Edit Subgrant of Program Income screen.

EDIT PI/PA SUBGRANT SCREEN

The only field that can be updated on this screen is the subgrant amount.

Subgrant Program Income

Edit Subgrant of Program Income

|
 |

***Indicates Required Field**

Subgrant Recipient Name
[JOSEPH CORP OF ILLINOIS](#)

Aurora, IL

Program:(tip)
HOME

Program Year:(tip)
2011

IDIS Fund Number:(tip)
M-11-MC-17-0221

Subgrant Status:(tip)
Active

Date Created:
05/19/2012

Fund Type:(tip)
PI

Current Authorized Amount for this Subgrant	\$8,500.00
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Range for New Authorized Amount

Minimum	\$0.00
Maximum	\$18,000.00

* New Authorized Amount for this Subgrant	\$ <input style="width: 100px;" type="text"/>
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|
 |

This screen closely resembles the Edit screen for other subgrants (see page 17-7). For PI and PA, the MINIMUM is equal to the amount of the subgrant that has already been used. The MAXIMUM is the amount available in the source fund.

The screen that is displayed when the [View Activities] button is clicked is described on page 17-11.

To save your changes, click the [Save] button. When you do, the View Subgrant screen, shown on the next page, is displayed.

VIEW PI AND PA SUBGRANTS

To view a PI or PA subgrant, click the Subgrant Program Income [Search](#) link on any Grant tab screen to access the Search Subgrant Program Income screen. Run a search to retrieve the subgrant you want to view (see page 17-14 for instructions), then click on its [View](#) link in the search results table. The View of Subgrant Program Income screen is displayed.

Subgrant Program Income

View of Subgrant Program Income

[Return](#) | [View Activities](#)

Subgrant Recipient Name:
[JOSEPH CORP OF ILLINOIS](#)
 2998 Ogden Ave
 Aurora, IL

Program: (tip)
 HOME

Program Year: (tip)
 2011

IDIS Fund Number: (tip)
 M-11-MC-17-0221

Subgrant Status:
 Active

Date Created:
 05/19/2012

Fund Type:
 PI

Administering Organization: (tip)
 AURORA, IL

Payee EIN/TIN#: (tip)
 36-6005778

Authorized Amount (tip)	\$8,500.00
Subgranted Amount (-)	\$0.00
Amount Available to Subgrant	\$8,500.00
Amount Committed to Activities (-)	\$0.00
Net Drawn Amount	\$0.00
Drawn Amount (+) (tip)	\$0.00
Drawdown Pending Amount (+) (tip)	\$0.00
Amount Available to Draw	\$8,500.00
Amount Available to Increase Authorized Amount for this Subgrant	\$9,500.00

The screen is the same as the view screen for non-PI/PA subgrants (see page 17-9), except that a PROGRAM YEAR and PI IDIS FUND NUMBER are shown instead of a grant year and number; also, RETURNED AMOUNT is not displayed under NET DRAWN AMOUNT because it is not applicable to PI and PA.

Clicking the [View Activities] button displays the screen described on page 17-11.