

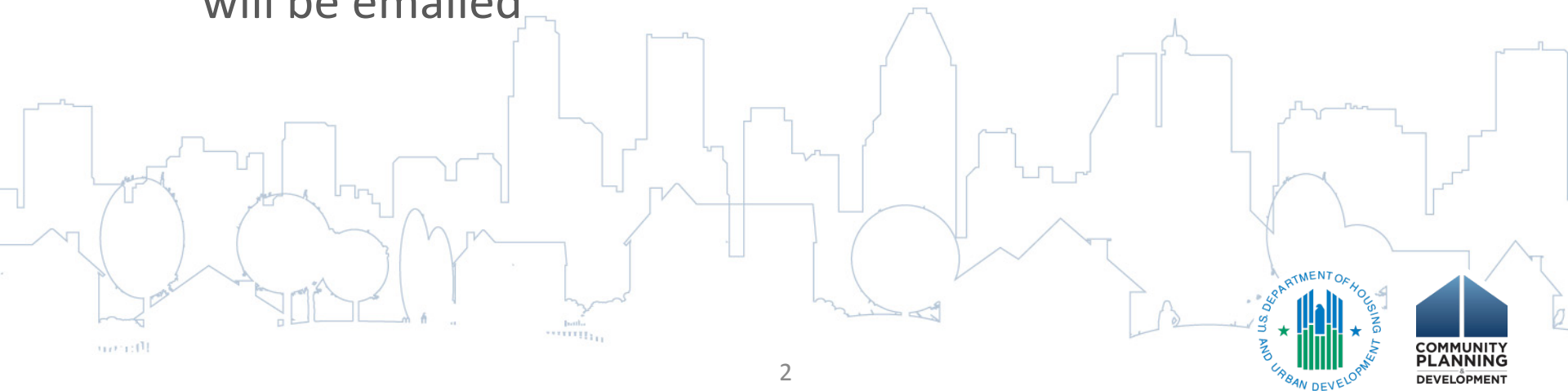


# Grant Based Accounting for HOPWA Grantees



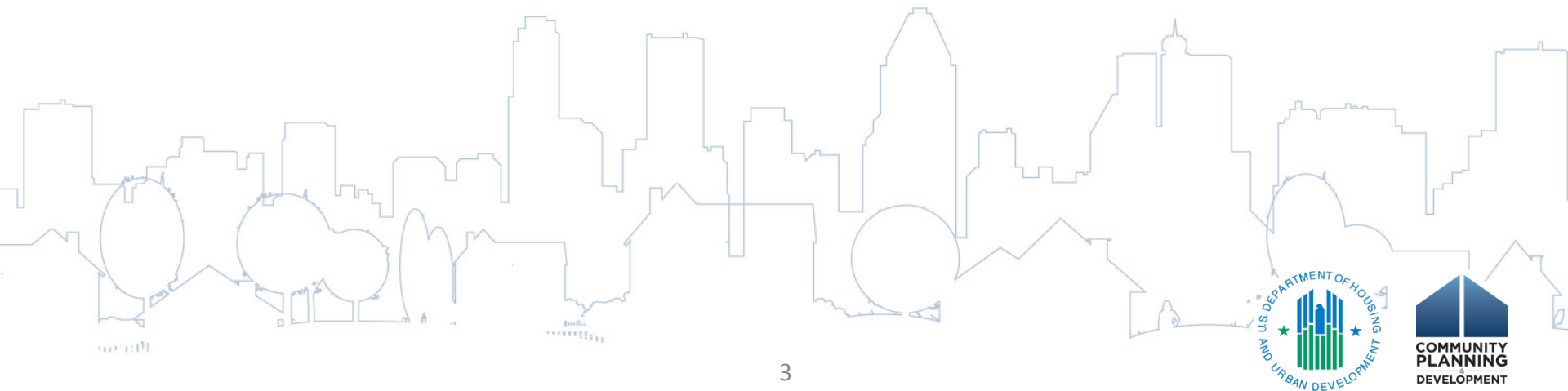
# Welcome

- Webinar will last approximately 75 minutes and is being recorded
- Recording available soon on the HUD Exchange Training and Events course page (<http://www.onecpd.info/training-events>)
- Feedback survey link and instructions to get credit will be emailed



# Welcome (continued)

- Listen-only mode
- Use Q&A Pod to submit technical and content questions at any time during the webinar
- Q & A session at end of presentation
- Raise Hand feature



# Welcome (continued 2)

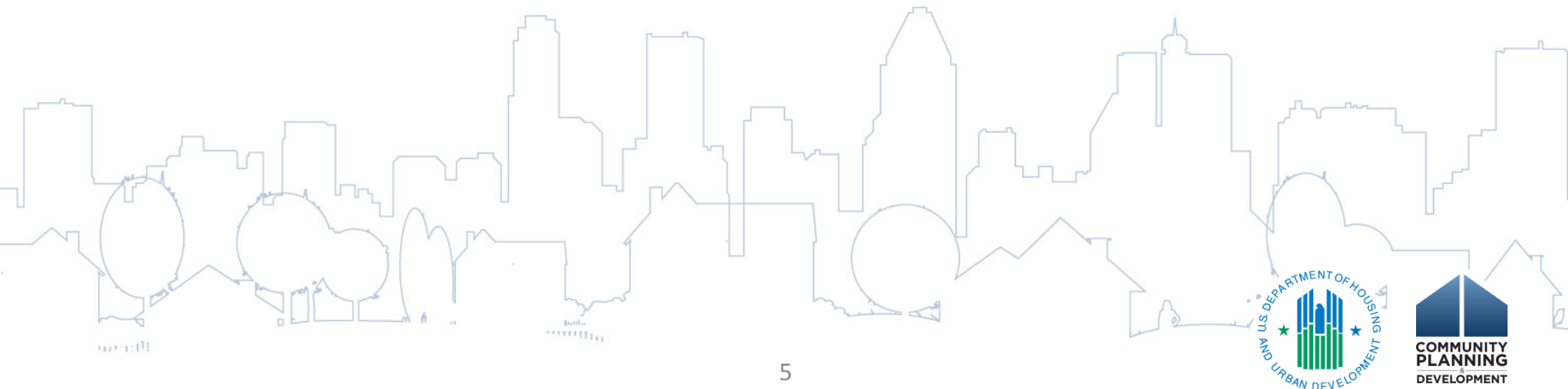
- Benjamin Ayers - Senior Program Specialist for the Office of HIV/AIDS Housing, He is the senior HOPWA program staff and has expertise in developing HOPWA program policies and guidance and is responsible for the HOPWA reporting data and IDIS portfolio.
- Becky Blalock - Project Specialist for Collaborative Solutions, Inc. She is a Technical Assistance provider for the Office of HIV/AIDS Housing, and has expertise on HOPWA Reporting and IDIS.

# Introduction to Grants Based Accounting

Phased Elimination of First In, First Out (FIFO)  
Beginning with FFY2015, IDIS will utilize “Grants Based Accounting” Methodology (GBA)

FFY Allocations, Projects, Funding Activities and Drawing Vouchers are all in alignment

Only applies to HOPWA Formula Grantees



# Project Creation

eCon Planning Suite (AAP)

AP-35

New Projects created annually, automatically given the same “Program Year” as the FFY allocation to which they are associated.

One Project for Grantee, One Project for each Project Sponsor

Annual Action Plan:

Grantee Name	State	Year	Version	Title
DALLAS	TX	2014	1.1	City of Dallas FY 2014-15 Action Plan

Project: **Program Year:** 2014

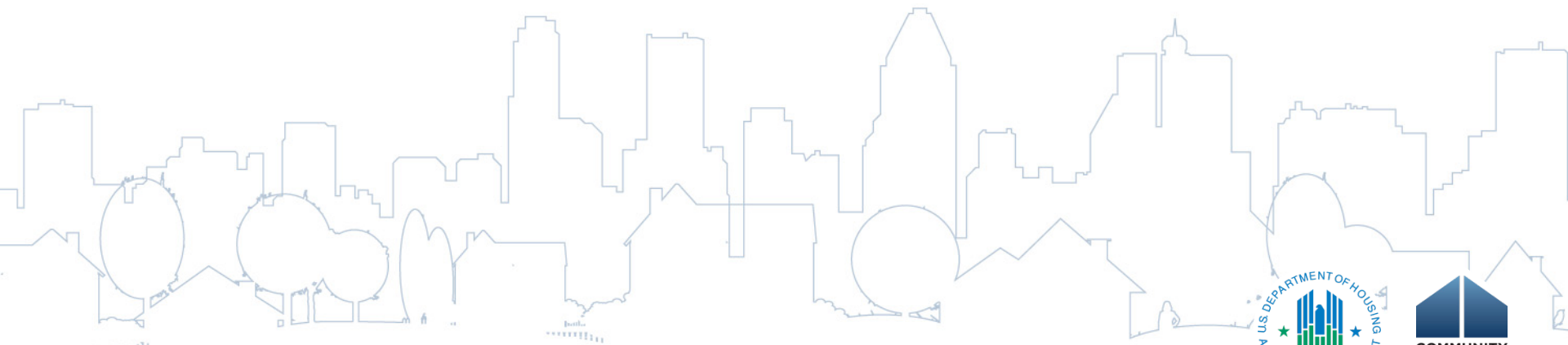
Incorrect Project Creation:

13	Supportive Housing for Persons with AIDS	View
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Correct Project Creation:

Program Year	IDIS Project ID	Grantee/PJ Project ID	Project Title
2015	13		2015-2018 Agency 1 (Ag1) AL15F0005
2015	12		2015-2018 Grantee (GRA) AL15F0005

# Create/Add Projects



# Activity Creation

Search for Projects created through eCon Planning Suite (AAP)

New activities created annually, automatically linked to the allocation when associated with the correct Project.

For each sponsor (including the grantee) create one activity for each HOPWA-funded service provided.

Incorrect Activity Structure:

<b>Activity Name</b>	<b>Program Year/ Project ID</b>
FY'15 TBRA	2012/1
FY'15 TBRA	2012/6
FY'15 TBRA	2012/5
FY'15 Support Services	2012/4
FY'15 PHP	2012/3
FY'15 TBRA	2012/3

Correct Activity Structure:

2015-2018 STRMU (Ag1) AL15F0005	2015/13
2015-2018 TBRA (Ag1) AL15F0005	2015/13
2015-2018 STRMU (GRA) AL15F0005	2015/12
2015-2018 TBRA (GRA) AL15F0005	2015/12



# Spending Beyond Year 1 – Utilizing Accomplishment Years in IDIS

Accomplishment Years delineate between the 12-month Operating Year. Grantees have up to 3 years to spend each allocation.

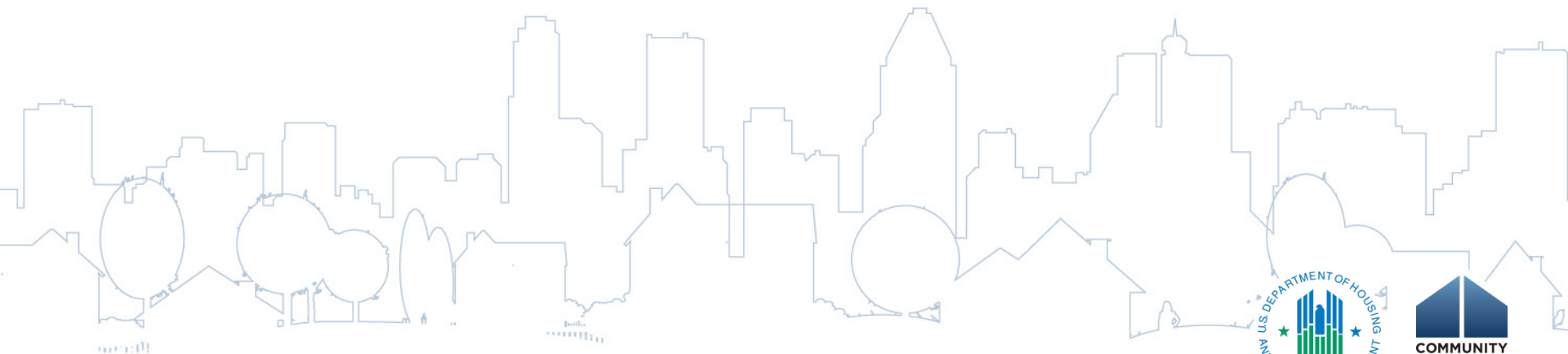
Accomplishment Year corresponds to the HOPWA Program Reporting Year.

Set the annual goal households/budget for each activity in the “Activity Set-Up” screen. (This is NOT the “funding” step.)

Add additional Accomplishment Years for each 12 month Operating Year that the allocation will be used.



## Add Activities/Accomplishment Years



# Activity Funding

FIFO:

All available Allocations were included in one funding source.

<b>Available Funds</b>				
<u>Recipient Name</u>	<u>Program</u>	<u>Fund Type</u>	<u>Source Name</u>	<u>Source Type</u>
ATLANTA, GA	HOPWA	EN	HUD	HH

GBA:

HOPWA FFY Allocations now are displayed as distinct funding sources.

All FFY Allocations prior to FFY2015 are listed in IDIS at “Pre-2015”.

# Activity Funding (continued)

## Funding Source Pre-2015

Program	Grant Year (tip)	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOPWA	Pre-2015	EN	HUD	HS	COLORADO	\$41.00	\$8,951.00	\$0.00

### Current Funding for This Source

Grant Year (tip)	Funded Amount	Drawn Amount
2014	\$ 8,951.00	\$0.00
<input type="text" value="Add Grant Year"/>		

## Funding Source

Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOPWA	2015	EN	HUD	HS	COLORADO	\$433,880.00	\$0.00	\$0.00

### Current Funding for xFIFO

Grant Year (tip)	Funded Amount	Drawn Amount
2015	\$	\$0.00



# Activity Funding - Example

Incorrect Funding: 2015 Project Funded with Pre-2015 Funds

**Activity Owner:** **Program Year/Project:** 2015/5

**IDIS Activity ID:** **Total Funded:** \$8,951.00

**Activity Name:** **Total Drawn:** \$0.00

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**Funding Source Pre-2015**

Program	Grant Year (tip)	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOPWA	Pre-2015	EN	HUD	HS		\$41.00	\$8,951.00	\$0.00

**Current Funding for This Source**

Grant Year (tip)	Funded Amount	Drawn Amount
2014	\$ 8,951.00	\$0.00

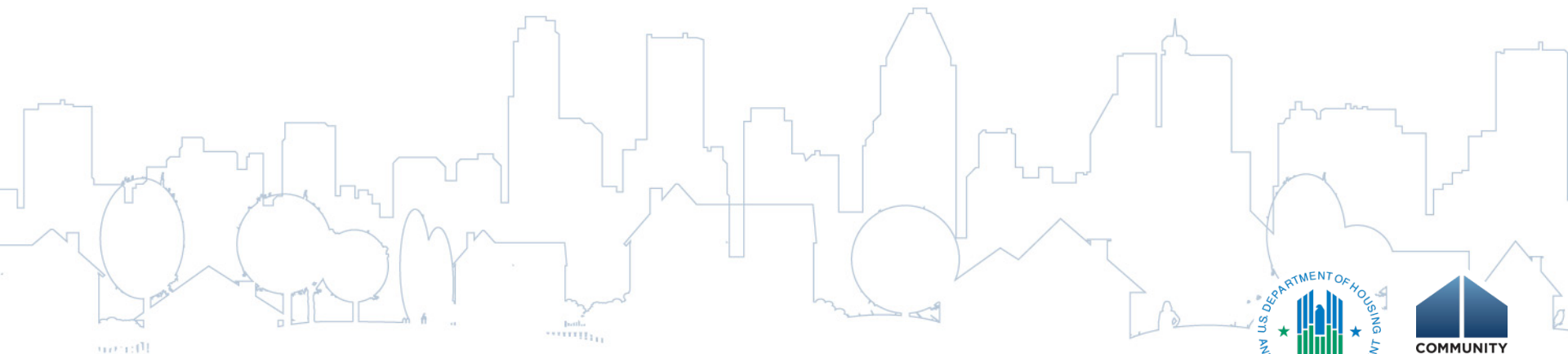
# Activity Funding - Example (continued)

Correct Funding: 2015 Project Funded with 2015 Funds

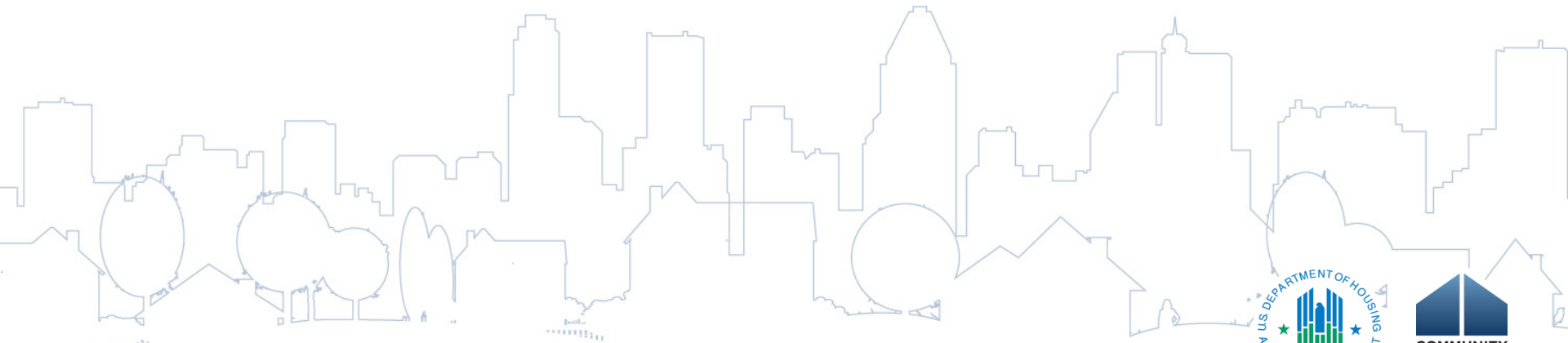
Funding Source								
Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Funded Amount	Drawn Amount
HOPWA	2015	EN	HUD	HS		\$424,929.00	\$8,951.00	\$0.00

Current Funding for xFIFO		
Grant Year (tip)	Funded Amount	Drawn Amount
2015	\$ 8,951.00	\$0.00



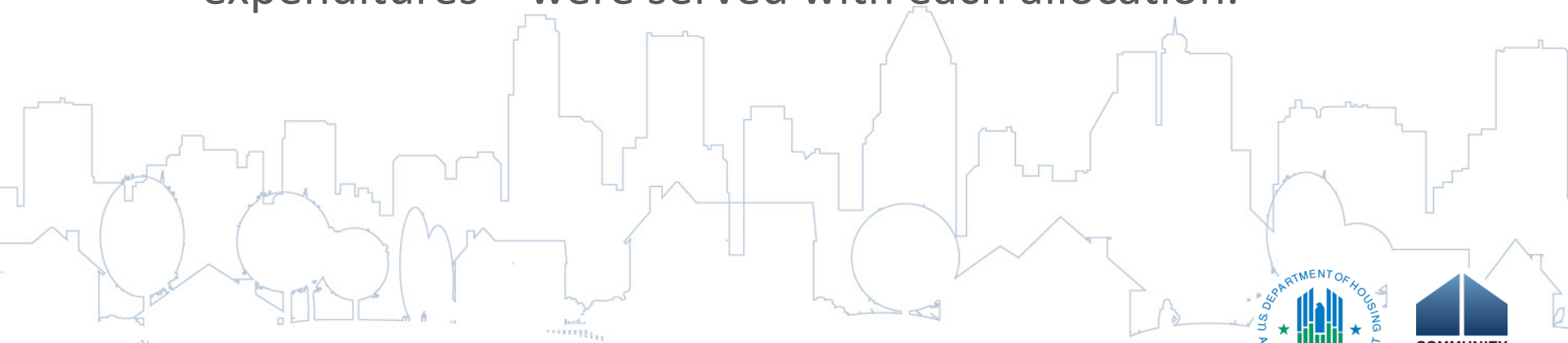
# Activity Funding & Voucher Creation



# Tracking

Most grantees will, at some point, be spending more than one allocation (and therefore using more than one set of Projects/Activities) during any given program year (12 month reporting period).

Must track each allocation separately, to be able to report how many households – and corresponding expenditures – were served with each allocation.



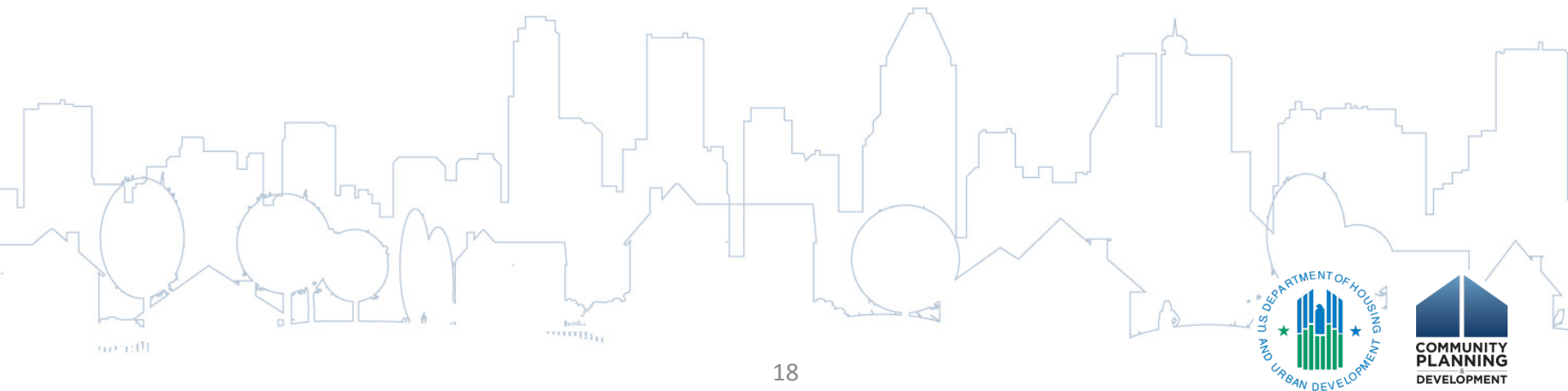


# Reporting

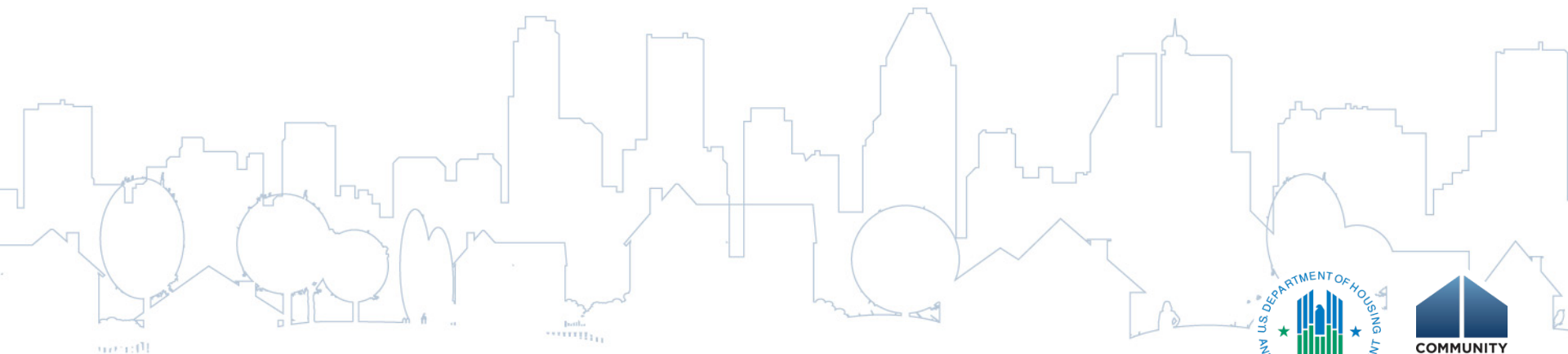
- **BOTH IDIS accomplishment reporting AND paper CAPER still required**
- Project Sponsor Reporting and Grantee Reporting Activities ensure that data is aggregate properly among all sponsors (including the Grantee).
  - Each Project that is created for a Sponsor should have a Project Sponsor Reporting Activity
  - Each Project that is created for a Grantee should have a Grantee Reporting Activity. If the Grantee provides direct HOPWA-funded services to clients (beyond administration), a Project Sponsor Reporting Activity should also be created for the Grantee.

# 2015 CAPER

Next version of the CAPER: Grantee summary information



# Reporting Accomplishments



# Questions?

## Contacts:

### **Ben Ayers**

Senior Program Staff

Office of HIV/AIDS Housing

[benjamin.l.ayers@hud.gov](mailto:benjamin.l.ayers@hud.gov)

202-402-2201

## **Technical Assistance Providers:**

### **Becky Blalock**

Program Specialist

Collaborative Solutions, Inc.

[becky@collaborative-solutions.net](mailto:becky@collaborative-solutions.net)

757-634-9913

### **Katie Plttenger**

Program Specialist

Collaborative Solutions, Inc.

[katie@collaborative-solutions.net](mailto:katie@collaborative-solutions.net)

205-939-0411 x 210



# Wrap-Up

- Additional resources:  
[www.hudexchange.info/manage-a-program/grant-based-accounting](http://www.hudexchange.info/manage-a-program/grant-based-accounting)
- Ask A Question:  
[www.hudexchange.info/get-assistance/my-question/](http://www.hudexchange.info/get-assistance/my-question/)
- A brief satisfaction feedback survey and instructions to get credit will be emailed following the webinar

