

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Community Development Systems  
Disaster Recovery Grant Reporting System (DRGR)



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# DRGR Release Overview

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Release 7.11.1

**U.S. Department of Housing and Urban Development**  
**10/21/2015**

# Overview of DRGR Release 7.11.1

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## OVERVIEW OF DRGR RELEASE 7.11.1

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DRGR 7.11.1 was released in October 2015 and includes the following enhancements and defect fixes:

### ACTION PLAN

USER TYPE	FUNCTIONALITY
GRANTEE	<p><b><i>Edit Action Plan</i></b></p> <p>Post R7.11 the system did not allow grantees to edit an Action Plan if there was at least one QPR with status of “Submitted Awaiting Review”. This rule has been removed. The system still only allows QPRs to be submitted for review if the Action Plan is in “Reviewed and Approved” status.</p>
GRANTEE	<p><b><i>Project Designations</i></b></p> <p>Project Designations were added to allow grantees and HUD to track projects by HUD-defined categories. Currently, Project Designations are only enabled for grantees that received an allocation from Public Law 113-2 (B-13 grants) to track expenditures by Round of Funding. Project Designations are non-applicable for all other grants. See the Reports section of this 7.11.1 Overview for more information.</p>
GRANTEE	<p><b><i>Direct Benefit – Survey</i></b></p> <p>Prior to the release the system only allowed users to select one census tract per county on the Survey geography page. The system now allows grantees to enter multiple census tracts within the same county.</p>
GRANTEE	<p><b><i>Activity Budget and Responsible Organization Budget Mismatch</i></b></p> <p>When an activity budget is modified on Edit Activity Page 1, the system automatically updates the Responsible Organization budget (“activity carryout”) on Edit Activity Page 2 if there is only one Responsible Organization and the allocation amount matches the activity budget. However, the system only invoked the rule if the user also navigated to Edit Activity Page 2. The system has been corrected and now forces the user to go to Edit Activity Page 2 if the activity budget is modified.</p>
HUD	<p><b><i>Review Action Plan – Activity Review Comments</i></b></p> <p>Some activity comments entered by reviewers on the Review Action Plan pages were being duplicated or assigned to a different activity. The issue has been corrected.</p>
HUD	<p><b><i>Review Action Plan – Failure to Load</i></b></p> <p>The system was not loading the Action Plan review screens if the number of activities was exactly 501, 1001, 1501 etc. The issue has been corrected.</p>

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### QUARTERLY PERFORMANCE REPORT

USER TYPE	FUNCTIONALITY
ALL USERS	<p><b><i>QPR / Action Plan Relationship</i></b></p> <p>Prior to 7.11.1, if a QPR was in any status other than “Reviewed and Approved”, the Action Plan data that was generated in the QPR (e.g. Activity Performance Measures, National Objectives, Budgets, etc.) was based on the Action Plan at the time the QPR was generated. This resulted in different versions of QPRs to appear on Grantee and HUD screens if the Action Plan was modified after QPR submission. With 7.11.1, the Action Plan data that is generated in the QPR is based on the last “Reviewed and Approved” Action Plan.</p>
ALL USERS	<p><b><i>QPRs to Remain Static After Approval</i></b></p> <p>Once a QPR is approved, the intent is for the QPR to remain static (unchanged) for the life of the QPR. However, prior to 7.11.1, voucher revisions made to vouchers originally processed in prior QPR periods were crediting/debiting QPRs based on the paid date. Edits to Program Income Receipts were also crediting/debiting prior QPRs. This caused QPRs that were generated after such changes to drawdowns and receipts to differ from versions that were approved prior to the changes. With 7.11.1, the voucher revisions and receipt updates are applied only to the QPR during the period the updates take place.</p>
All USERS	<p><b><i>View and Download QPR</i></b></p> <p>The Estimated Program Income amount was not displaying correctly on the QPR View versus the QPR PDF (Download). The issue has been corrected.</p>
HUD	<p><b><i>Review QPR – Error Message</i></b></p> <p>QPR approvers were getting system error messages when trying to change the status of certain QPRs to “Approved” or “Rejected” from the Review QPR page. The issue has been corrected.</p>

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### DRAWDOWN

USER TYPE	FUNCTIONALITY
<b>GRANTEES &amp; TA PROVIDERS</b>	<p><b><i>Voucher Revision Rounding Error</i></b></p> <p>When attempting to revise a voucher, the system occasionally would give an error message that the amount being revised does not match the drawdown amount. The amounts on the screen looked okay, but the system had a very minuscule rounding error. The issue has been corrected.</p>
<b>GRANTEES &amp; TA PROVIDERS</b>	<p><b><i>Voucher Approvals by Grantees/TA Providers</i></b></p> <p>Prior to 7.11.1 the Grantee Approver could approve a voucher created before the project/activity block drawdown date to a future date after the block drawdown date by changing the submission date during approval. After 7.11.1, the system does not allow the grantee to:</p> <ul style="list-style-type: none"> <li>a) Create a voucher on or after block drawdown date.</li> <li>b) Change the submission date upon approval on or after block drawdown date.</li> </ul>
<b>GRANTEES &amp; TA PROVIDERS</b>	<p><b><i>Activity Obligation Upload</i></b></p> <p>With 7.11.1, the Obligation Upload feature allows for any user with Drawdown Request or Drawdown Approve roles to upload activity obligations. Previously, Obligation Upload was restricted to users with Drawdown Request role only.</p>
<b>GRANTEES &amp; TA PROVIDERS</b>	<p><b><i>Email Notification</i></b></p> <p>Post 7.11 the system had stopped sending notifications to grantees/TA providers that a voucher requiring HUD approval had been approved or rejected. The issue has been corrected.</p>
<b>HUD</b>	<p><b><i>Email Notification on Voucher Revisions performed after Block Drawdown date</i></b></p> <p>The system notifies HUD CPD Rep(s) and Field Office Managers if the Grantee performs a voucher revision after the block drawdown date. The email is sent once the voucher revision is approved by the Grantee.</p>

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## ADMIN - USER MANAGEMENT

USER TYPE	FUNCTIONALITY
ALL USERS	<p><b><i>Login Page</i></b></p> <p>The DRGR Login page has been replaced with CPD Grants Portal Login page. As a result, users have to agree to the Terms of Service to gain access to DRGR.</p>
ALL USERS	<p><b><i>Change Password Page</i></b></p> <p>The change password page has been updated with the new minimum requirements for DRGR passwords: must be at least 8 characters, contain at least one upper case, at least one lower case, at least one numerical and at least one special character.</p>
ALL USERS	<p><b><i>Email Notifications</i></b></p> <p>Post 7.11 the system had stopped sending various email notifications on user requests (e.g. notifying approvers that the request has been submitted and was awaiting approval). The email notifications have been corrected.</p>
ALL USERS	<p><b><i>Restrict Display of Expired Users</i></b></p> <p>The system was displaying expired users on various screens (e.g. certification, grant screens etc.). The issue has been corrected.</p>
ALL USERS	<p><b><i>Restrict Display of Unprocessed User Requests</i></b></p> <p>The system was displaying submitted user requests on various screens (e.g. certification, grant screens etc.) before they were fully processed. The issue has been corrected. These requests are only displayed on the approvals screens.</p>
ALL USERS	<p><b><i>New User and Change User Request Changes</i></b></p> <p>The following modifications have been made to new user request and change user request processes:</p> <ul style="list-style-type: none"> <li>a) When a user submits a new user request, the system will validate if the submitted user exists in the system by matching last name, first name and email. If the system detects any matches, the system will display the matching names before proceeding to submittal of the request.</li> <li>b) City, State and Zip Codes are mandatory.</li> <li>c) The PIN validation requires the PIN to be five numeric characters only.</li> <li>d) Only one profile can be requested for a new user. Additional profiles can be added via the user change request process.</li> <li>e) Only HUD HQ Admins and Super Users can request HUD user profiles.</li> <li>f) The system now allows deactivation of a profile and deactivation of a user.</li> </ul>

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<b>HUD</b>	<b><i>Support Rejection of User Requests</i></b> The system now supports rejecting user requests. Prior to 7.11.1, approvers could only approve the request.
<b>HUD</b>	<b><i>Default Sort on User Admin page</i></b> Active and inactive users page is sorted by User Name by default instead of Login Id.
<b>HUD</b>	<b><i>Request and Approve New User Accounts and Account Changes</i></b> The system now allows HUD users with the user profile request role (e.g. CPD Field Office Managers and CPD Representatives) to submit and approve the same user request.

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### TA WORK PLANS

USER TYPE	FUNCTIONALITY
<b>TA PROVIDERS</b>	<p><b><i>Activity Status</i></b></p> <p>The system maintains two statuses for each work plan – Work Plan Status and Activity Status. TA Providers can only update the Work Plan Status. The system now updates the Activity Status automatically via following rules:</p> <ul style="list-style-type: none"><li>a) When a Work Plan is created, the Activity Status is "Planned".</li><li>b) When a Work Plan is approved by HUD for the first time, the Activity Status is "Underway".</li><li>c) When a Work Plan is cancelled, the Activity Status is "Cancelled".</li><li>d) When a Work Plan is closed, the Activity Status is "Completed".</li><li>e) When a Work Plan is changed from closed to modified, the Activity Status is "Underway".</li></ul>
<b>TA PROVIDERS</b>	<p><b><i>Display of Work Plan Numbers on Voucher Pages</i></b></p> <p>The system was not displaying the work plan numbers on voucher pages correctly. The issue has been corrected.</p>
<b>TA PROVIDERS</b>	<p><b><i>Email Notifications</i></b></p> <p>Post 7.11 the system had stopped sending various email notifications on work plan approval or rejection by HUD staff. The email notifications have been corrected.</p>



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### REPORTS

REPORT TYPE	USER TYPE	FUNCTIONALITY
<b>TRENDLINE DASHBOARD</b>	<b>ALL USERS</b>	<p><b><i>Grantee Expenditure Trendline Dashboard</i></b></p> <p>Release 7.11.1 corrected functional and formatting issues, including allowing HUD and Grantees to associate projects with rounds of funding.</p> <p>Key enhancement include:</p> <ul style="list-style-type: none"> <li>a) The system allows HUD staff to customize rounds of funding by appropriation.</li> <li>b) The system allows HUD staff and grantees to associate the round of funding to projects on the Edit Project page. This allows grantees to associate which projects and activities are associated with each round of funding to accurately reflect on the dashboard.</li> <li>c) An exception report has been added for HUD HQ users to display all exceptions related to round of funding associations (e.g. projects that do not have round of funding associations).</li> </ul>
<b>TA ORGANIZATION ASSISTED REPORT</b>	<b>ALL USERS</b>	<p><b><i>TA Organization Assisted Report</i></b></p> <p>The report displays the name of the assisted organization, state, and organization type in different columns. Prior to the release all these attributes were displayed concatenated in a single column.</p>

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### MISCELLANEOUS

MODULE	USER TYPE	FUNCTIONALITY
FAQ	ALL USERS	<b><i>Search FAQ</i></b> The search page was modified to only display the category and question (the answer was omitted from the search screen). In addition, a “Back” button was added to the “View FAQ” page to take the user back to search page with the previously returned search results.
ADIMINISTRATIVE	SUPERUSERS	<b><i>Edit Field office</i></b> Superusers were unable to remove a CPD Field Manager from the Field Office. The issue has been corrected.
ADIMINISTRATIVE	SUPERUSERS	<b><i>Adding New Activity Types</i></b> The system was overwriting previously entered activity types in some cases. The issue has been corrected.