

DRGR Fact Sheet:

Prior Period Corrections for Beneficiary Data

Beneficiary Data in DRGR Action Plans

Since Release 7.0, direct benefit activities like housing rehabilitation, new housing construction, and homeownership now provide breakout categories by single family/multifamily (SF/MF), rent/own, race, Hispanic status, and female head of households. Page 2 of Edit Activity in the Action Plan allows users to select which categories apply to an activity based on how HUD DRGR administrators have set up the activity type. Action Plans will provide fields for SF/MF and Rent/Own. Race, Hispanic/Latino status, and female head of household (FHH) are only entered on the QPR side.

Report Benefit Performance By:

Direct Benefit ☒

☒ Households

☐ Renter ☒ Owner

Housing Units ☒

☐ Multi Family ☒ Single Family

Performance Measure	Proposed Total
# of Singlefamily Units	190
# of Housing Units	190

Proposed Beneficiaries:

Performance Measure	Proposed Total	Low	Mod
# Owner Households	190	0	0
# of Households	190	0	0

Public services may track the number of persons assisted, but many housing assistance activities would track households. HUD administrators may limit some activity types to only report owner or renter units, but others like new housing construction and residential rehabilitation would allow grantee users to choose which categories apply to their particular program. The example above is for a homeownership activity that includes both single family and multifamily units.

Beneficiary Data in QPRs

If grantees re-select **HOUSING UNIT** categories to show single family and/or multifamily subcategories after Release 7.1, DRGR users may need to enter in-quarter data for the housing unit measure, but enter all cumulative data to date for new breakout categories selected to include prior-period corrections.

If grantees re-select subcategories for **HOUSEHOLDS** to include owner **OR** renter, then DRGR will copy all the cumulative race/ethnicity data from prior QPRs for the subcategory selected and put it into the current QPR race/ethnicity

If grantees re-select subcategories for **HOUSEHOLDS** to include owner **AND** renter, then DRGR will copy all the cumulative race/ethnicity data from prior QPRs and put it into the appropriate fields in the current QPR race/ethnicity under the **TOTAL** column. Grantee users will have to enter the breakout data in the owner and renter data fields by race/ethnicity.

Beneficiaries Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total Low/Mod%
# of Households	0	0	0	19/0	106/100	125/100 100
# Owner Households	0	0	0	19/0	106/100	125/100 100

Cumulative Race Total

Direct Benefit (Households)	This Report Period						Cumulative Actual Total					
	Owner		Renter		Total Households		Owner		Renter		Total Households	
	Total Hispanic/Latino		Total Hispanic/Latino		Total Hispanic/Latino		Total Hispanic/Latino		Total Hispanic/Latino		Total Hispanic/Latino	
White	0	0	0	0	0	0	100	38	0	0	100	38
Black/African American	0	0	0	0	0	0	10	1	0	0	10	1
Asian	0	0	0	0	0	0	4	0	0	0	4	0
American Indian/Alaskan Native	0	0	0	0	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander	0	0	0	0	0	0	1	0	0	0	1	0
Asian and White	0	0	0	0	0	0	1	0	0	0	1	0
Black/African American and White	0	0	0	0	0	0	2	0	0	0	2	0
Other multi-racial	0	0	0	0	0	0	7	1	0	0	7	1
Households Female	0	0	0	0	0	0	38	0	0	0	38	0

Step A shows the cumulative data that a grantee is trying to show in the CURRENT QPR and Step B in the spreadsheet shows cumulative data showing in the PRIOR QPR. The spreadsheet should calculate the IN QUARTER data to be entered in the QPR to bring key categories and subcategories into balance depending on what has already been entered. The cells below show three different kind of data based on whether they include corrections for previous QPRs.

STEP A: ID TOTALS FROM GRANTEE DATA

Enter cumulative totals for all categories and subcategories

HOUSEHOLDS	Rent	Own	Total	HOUSING UNIT
Low Income	0	22	22	SF 139
Moderate Income	0	117	117	MF 0
TOTAL	0	139	139	TOTAL 139

STEP B: ID DATA ALREADY IN DRGR

Enter data from last QPR

HOUSEHOLDS	Rent	Own	Total	HOUSING UNIT
Low Income	0	19	19	SF 0
Moderate Income	0	106	106	MF 0
TOTAL	0	125	125	TOTAL 125

STEP C: ENTER CURRENT QUARTER

Combining In Quarter Data and Prior Period Correction:

HOUSEHOLDS	Rent	Own	Total	HOUSING UNIT
Low Income	0	3	3	SF 139
Moderate Income	0	11	11	MF 0
TOTAL	0	14	14	TOTAL 14

HOUSEHOLDS	Rent		Own		Total	
	Total	Hisp	Total	Hisp	Total	Hisp
White	0	0	112	40	112	40
Black/ African American	0	0	12	1	12	1
Asian	0	0	4	0	4	0
American Indian / Alaska Native	0	0	0	0	0	0
Native Hawaiian/ Other Pacific Islander	0	0	1	0	1	0
Asian & White	0	0	1	0	1	0
American Indian / Alaska Native & White	0	0	0	0	0	0
Native Hawaiian/ Other Pacific Islander & White	0	0	0	0	0	0
Black/ African American & White	0	0	2	0	2	0
American Indian / Alaska Native & Black/African American	0	0	0	0	0	0
Other Multi-racial	0	0	7	1	7	1
TOTAL			139	42	139	42
Female Headed Households			27	27		

HOUSEHOLDS	Rent		Own		Total	
	Total	Hisp	Total	Hisp	Total	Hisp
White			100	38	100	38
Black/ African American			10	1	10	1
Asian			4	0	4	0
American Indian / Alaska Native			0	0	0	0
Native Hawaiian/ Other Pacific Islander			1	0	1	0
Asian & White			1	0	1	0
American Indian / Alaska Native & White			0	0	0	0
Native Hawaiian/ Other Pacific Islander & White			0	0	0	0
Black/ African American & White			2	0	2	0
American Indian / Alaska Native & Black/African American			0	0	0	0
Other Multi-racial			7	1	7	1
TOTAL			125	40	125	40
Female Headed Households			38	38		

HOUSEHOLDS	Rent		Own		Total	
	Total	Hisp	Total	Hisp	Total	Hisp
White	0	0	12	2	12	2
Black/ African American	0	0	2	0	2	0
Asian	0	0	0	0	0	0
American Indian / Alaska Native	0	0	0	0	0	0
Native Hawaiian/ Other Pacific Islander	0	0	0	0	0	0
Asian & White	0	0	0	0	0	0
American Indian / Alaska Native & White	0	0	0	0	0	0
Native Hawaiian/ Other Pacific Islander & White	0	0	0	0	0	0
Black/ African American & White	0	0	0	0	0	0
American Indian / Alaska Native & Black/African American	0	0	0	0	0	0
Other Multi-racial	0	0	0	0	0	0
TOTAL	0	0	14	2	14	2
Female Headed Households	0		-11	-11		

Regular data entry – all categories already selected in prior QPRs	If there is only one subcategory and it was selected before the last QPR, then there probably will not be any prior period corrections needed. In this case, there are 14 new households showing and 14 new owner households.
New Benefit Type Selected with Existing Data in Old QPRs	The HOUSING UNIT data in yellow shows an example where 125 Housing Units were entered through the prior QPR, but the grantee had not entered any data in Single Family. If the grantee selected SINGLE FAMILY in the Action Plan during the last quarter and another 14 units were completed, they would enter 14 in Housing Units and 139 in Single Family Housing Units.
Backing out old data	Grantees can enter negative numbers in QPRs in different beneficiary data fields as long as it does not throw any cumulative totals out of balance.

DRGR will check the CUMULATIVE totals for total households from the race/ethnicity data and compare it to the CUMULATIVE totals of households by income level. If these do not match, DRGR will display the error message:

- **Sum of the totals for Single Family units for all QPRs to-date must be equal to Housing Units Total For all QPRs to-date <Number>**

The data for the homeownership example would be entered into the screen **'Edit Performance Report - Activity Page 1 (&2)'** as follows:

*Direct Benefit Data by Households

Race/Ethnicity

	Owner	
Race	Total	Hispanic/Latino
White	12	2
Other multi-racial		
Black/African American	2	0
Asian		
Totals		
Female-Headed Households	-11	

Add Another Race by Households

Income Levels

	Owner
Total Number Low	3
Total Number Moderate	11
Total Households	14

Actual Accomplishments	Actual Total
# of Singlefamily Units	139
# of Housing Units	14

If you still can't resolve the error messages by referring to the prior QPR and using the spreadsheet, please send your materials to the DRGR help desk staff. <https://www.onecpd.info/ask-a-question/my-question/>