

DRGR Delete Work Plans

Disaster Recovery Grant Reporting (DRGR) System Release 7.15 Fact Sheet

Please submit all questions about this Fact Sheet to the DRGR Ask-A-Question (AAQ) <https://www.hudexchange.info/program-support/my-question/>

Overview

In prior releases, users could not delete work plans created in error in the system. Further, a work plan canceled after HUD approval was not distinguished from a work plan created in error, as both work plans carried the status of canceled in the system.

Beginning with DRGR Release 7.15, users can now more easily delete work plans, including:

1. Deleting erroneously created work plans.
2. Distinguishing deleted work plans from work plans canceled after HUD approval.

Conditions that Prevent the Deletion of Activities

Before deleting an activity, certain conditions must be met:

- No work plan can be deleted if there are any associated vouchers.
- Deleting a work plan is appropriate when the work plan was created in error and never had an approved drawdown associated with the work plan (and transacted with LOCCS).
- It is not appropriate to delete a work plan if the TA engagement was canceled after HUD approval.
- Work plans approved by HUD and later canceled by HUD must be *canceled* in the system.

Deleting Work Plans

To delete a work plan, navigate to Grant Management > Work Plan > Search/Edit from the Main Navigation Bar. The TA Work Plan Search screen will load. Use the search criteria to locate the desired work plan to delete. Within the work plan search results, work plans that meet the criteria for deletion will have a clickable delete option to the far-right, under the Action header. After you click 'Delete' a message will pop up to confirm the deletion (see screenshot). Deleted activities will no longer be viewable on the Search/Edit or View Work plans screens or on download Action Plan and QPR PDFs.

The screenshot shows the 'TA Work Plan Search' page with a table of work plans. A modal dialog box titled 'Message from webpage' is overlaid on the table, asking 'Are you sure you want to delete? Select OK to delete.' The dialog has 'OK' and 'Cancel' buttons. The table below has columns for 'Award #', 'TA Provider', 'Status', and 'Action'. The 'Delete' link in the 'Action' column of the first row is highlighted in yellow.

Select Work Plan #	Award #	TA Provider	Status	Action
CGG-M-16-016-06 NAEH 2017 (3525-601)	M-16-TA-MD-0006	Cloudburst Consulting Group	Submitted	Edit Notes Delete PDF Comments
SR Test 2	V-14-TA-MD-0006	Cloudburst Consulting Group	Submitted	Edit Notes Delete PDF Comments
SRTest	V-11-TA-MD-3004	Cloudburst Consulting Group	Submitted	Edit Notes Delete PDF Comments
CGG-M-17-012-06 (3533-602) NAEH 2018	M-17-TA-MD-0006	Cloudburst Consulting Group	Submitted	Notes Delete PDF Comments
CGG-M-16-014-04 Nashville CoC (3525-411)	M-16-TA-MD-0006	Cloudburst Consulting Group	Submitted	Notes PDF Comments
CGG-C-16-014-05 (3523-504) GREENBOOK PHASE 2	C-16-TA-MD-0006	Cloudburst Consulting Group	Submitted	Notes Delete PDF Comments
CGG-M-16-020-05 Street Strategies (3525-501)	M-16-TA-MD-0006	Cloudburst Consulting Group	Closed	Edit Notes PDF Comments
CGG-M-16-018-04 Coordinated Entry (3525-413)	M-16-TA-MD-0006	Cloudburst Consulting Group	Closed	Edit Notes PDF Comments
CGG-M-16-007-04 (3525-404) ESG AAQ	M-16-TA-MD-0006	Cloudburst Consulting Group	Closed	Edit Notes PDF Comments
CGG-M-16-005-04 New York BoS (3525-402)	M-16-TA-MD-0006	Cloudburst Consulting Group	Closed	Edit Notes PDF Comments

Canceling Activities

To cancel a Work Plan, select Grant Management > Work Plan > Search/Edit from the Main Navigation Bar. The TA Work Plan Search screen will load. Use the search criteria to locate the desired work plan to cancel and click the Edit link under the Action header/column to open the Edit Work Plan screen. Change the Work Plan Status to Cancelled then click Save (see screenshot). Cancelled activities will be maintained under the system. Unlike deleted work plans, canceled work plans are still viewable on the search/edit and view screens and still viewable in the download Action Plan and QPR PDFs.

Disaster Recovery Grant Reporting System
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TA Work Plan

* Award # V-11-TA-MD-3004	* Work Plan Type TA -Direct TA (practitioner support)	Work Plan Category TA - Tech Asst
* Work Plan # SRTest	* Work Plan Status Cancelled Closed Open Submitted	Work Plan Close Date Select Date (mm/dd/yyyy)
* Invoice Period Monthly	Amendments (Approved by HUD) 0	Submitted Date

Associated TA Requests: