

DRGR Manage Deleted Activities

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 only delete Activities that never had an approved drawdown associated with activity (and transacted with LOCCS). Further, to cancel an activity, users were required to revise all vouchers and PI receipts from the activity and reduce the Obligation, Budget and QPR expenditures to \$0.

Beginning with DRGR Release 7.15, users can now more easily manage deleted activities, including:

1. Cancelling activities without first having to reduce the Obligation, Budget and QPR expenditures to \$0. Grantees must still revise vouchers and PI receipts from the activity.
2. Deleting activities that had an approved drawdown associated with the activity (and transacted with LOCCS).
3. Restoring deleted activities. Deleted activities that were never approved by HUD during the Action Plan review process or never had an approved drawdown associated with the activity (and transacted with LOCCS) cannot be restored.

Conditions that Prevent the Deletion of Activities

Before deleting an activity, certain conditions must be met:

- No activity can be deleted until all vouchers and PI receipts are revised from the activity or cancelled.
- Activities that were never approved by HUD during the Action Plan review process and never had an approved drawdown that associated with the activity (and transacted with LOCCS) can be deleted without any further action.
- Activities that were approved by HUD during the Action Plan review process or had an approved drawdown associated with the activity (and transacted with LOCCS) must first be *cancelled* before they can be deleted.

Canceling Activities

To cancel an activity, select the desired grant in the top left and then select Grant Management > Action Plan > Edit from the Main Navigation Bar. The Edit Action Plan screen will load. Select the desired activity and click the Activity Number to open the Edit Activity Screen. Change the Activity Status to Cancelled then click Save (see screenshot). Cancelled activities will be maintained under the current project and will be viewable on the edit and view screens and download Action Plan and QPR PDFs.

Home Grant Management Financial Compliance Administration Utilities Leszcynski, Rita [T027GA] Logout

Home / Action Plan Project and Activities Performance Reports Grant

Action Edit View Download Review Tools View All Restore Activities

Edit Action Plan Add Activity Add Project Search/Edit Project Upload Project

Grant B-13-D LOCCS Lookup Con Plans \$15,000,000.00

Upload Action Plan

Add Activity Save Cancel Edit Action Plan

Total Budget: [View Grant Funding Detail](#)

LOCCS Authorized Amount: \$15,000,000.00

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Drawn by Grantee

Activity Draw Block by HUD 04/06/2023

Project Draw Block by HUD

*National Objective: Low/Mod

*Total Budget: \$ 905,585,184.00 (ex: 999,999.99)

*Grantee Activity Number: 66FDHO1101

*Most Impacted and Distressed Budget: \$ 0.00 (ex: 999,999.99)

*Projected Start Date: 05/01/2017
Select Date (ex: mm/dd/yyyy)

*Activity Title: Homeowner Rehab - LMI (LY/LX/I)

*Projected End Date: 04/03/2023
Select Date (ex: mm/dd/yyyy)

*Project # / Project Title: 3094 / Restore LA Homeowner

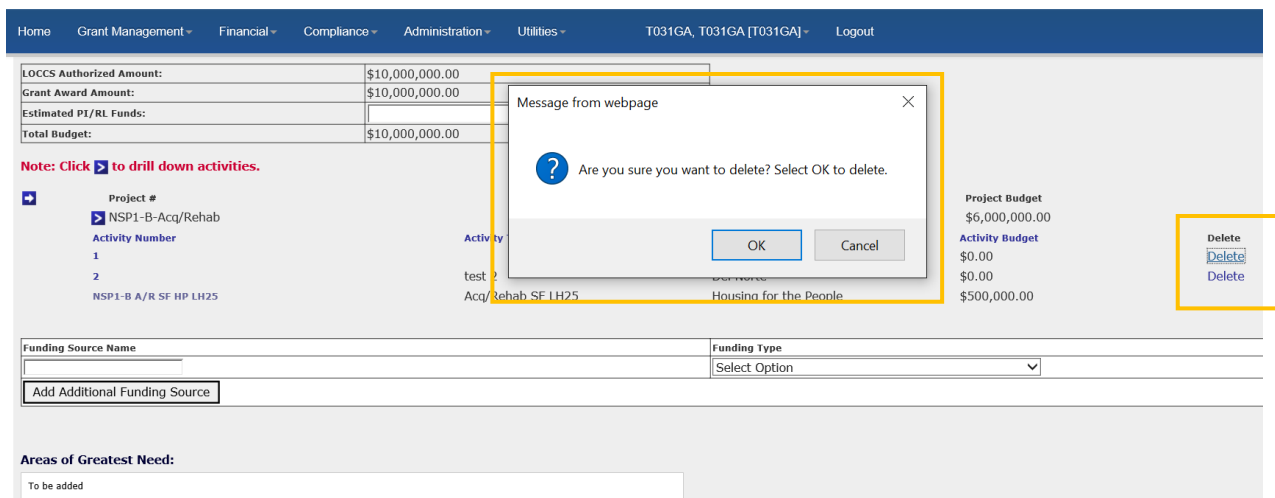
Select Project

Select Option
Cancelled
Completed
Planned
Under Way

Adjust Project Budget:

Deleting Activities

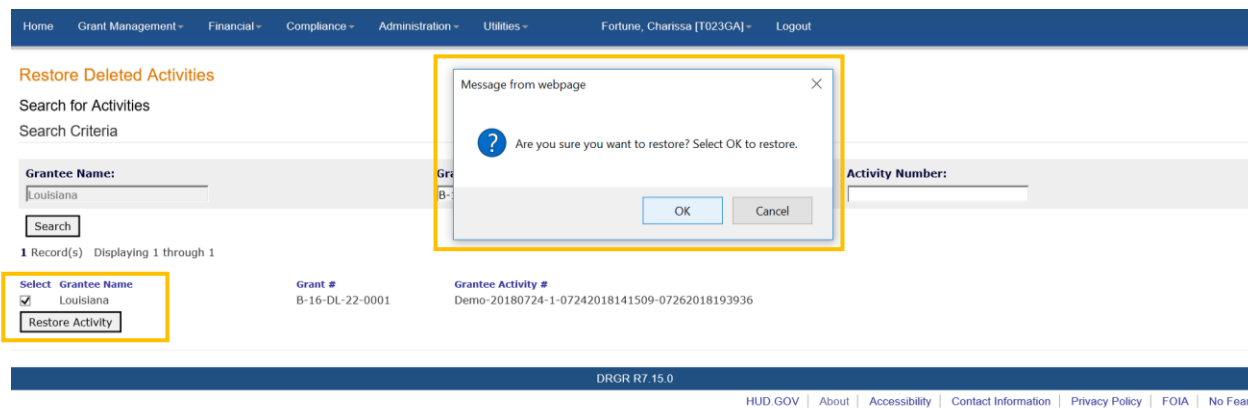
To delete an activity, navigate to Grant Management > Action Plan > Edit from the Main Navigation Bar. Activities that meet the criteria for deletion will have a clickable delete option to the far-right. After you click 'Delete' a message will pop up to confirm the deletion. Deleted activities will be removed from the current project and will no longer be viewable on the edit and view screens and download Action Plan and QPR PDFs.



Restoring Deleted Activities

Only Grantee Administrators and DRGR Superusers can restore deleted activities. Only deleted activities that were previously approved by HUD during the Action Plan review process or had an approved drawdown associated with the activity (and transacted with LOCCS) can be restored. **Note:** Deleted activities will remain available to restore until grant close-out.

To restore a deleted activity, navigate to Grant Management > Action Plan > Restore Activities from the Main Navigation Bar. The following screenshot will load. Search for the desired activities and select the checkbox to the left of the activity and click 'Restore Activity'. A message will popup asking the user to confirm the activity should be restored.



Upon clicking 'Ok' the activity will be restored under the Restricted Balance Project and will have a Budget, Obligation and QPR Expenditures of \$0. The grantee will then need to move the activity to a desired project.

