DRGR FACT SHEET: Release 7.3 – Overview of Major New Functions

DRGR Release 7.3 being deployed in early December of 2011 has major changes in the management of program income and a variety of other improvements. These include:

1: Receipts, Revolving Loan Funds, and Program Income Accounts:

- DRGR will use a RECEIPT function similar to IDIS to identify each program income transaction rather than recording amounts quarterly as in the past
- Activity budgets and obligations will include program income so the available amounts will be more interactive
- Grantees will be able to identify Revolving Loan Funds (RLF) using the PROJECT screen
- Grantees will be able to create Program Income (PI) Accounts that allow them to identify activities with the organizations they fund that are allowed to retain their program income for other uses
- DRGR will require all program income received in each RLF or PI account to be used before grant funds. Similar rules will apply to activities outside RLF and PI accounts.

2: Voucher Improvements:

- Drawdown users will be able to identify multiple revisions to each line item at once.
- DRGR will allow all users to create PDFs of vouchers with all information such as the identity of the users making draw requests, approvals, and comments.
- Voucher revisions will include comment fields so grantee users can describe the reason for voucher revisions.
- When funds are returned to DRGR through wires or offsetting draws, users will be able to categorize these as collections and recaptures when assigning funds to new activities through the revision process.
- If a voucher is rejected by LOCCS, DRGR will display the description of the rejection code to help users ID corrective actions needed.

3: Audit Trail, User Account Management, and User Certifications:

- Each Action Plan change such as budget or performance goals will be tracked so that QPRs will display Action Plan data as of the end date of the QPR.
- A history of activity budget changes will be maintained along with the User ID and time each change was made. Reports will be available to show these changes over time going forward under this release.
- DRGR will maintain historical data for each certification and reports will be available to show the history of certifications.
- HUD field admin screens for certification of grantee admin users will display the grantee name for each user. HUD field admin screens for certification of grantee admin will be available to HQ field office managers in DRGR so they can certify grantee admin users when CPD contacts for each grant are out of the office.
- Grantee users can be associated with more than one grantee profile and HUD staff will be able to be associated with more than one HUD office. Each user account must still be certified and assigned to grants by grantee admin users.

4: Miscellaneous Grantee Functions:

- Instead of seeing a master list of activities in the Edit Action Plan page, grantees will see groupings by project. They can expand them to see all activities using the arrow on the top left. Arrows to the left of each project will allow grantee users to see all activities projects or hide them.
- To date, DRGR did not have a method to check the accuracy of address data. Under Release 7.3, DRGR will submit addresses to HUD's Geocode Service Center (GSC). As part of this process, DRGR will identify when an address

does not appear valid and allow users to make corrections to improve the accuracy of addresses.

- All Action Plan add/edit activity screens will display Grant Number, Grantee Activity Number and Activity Title.

- In the past, DRGR was only displaying accomplishments in the QPR if any accomplishments had been entered for that activity in the QPR. Under Release 7.3, DRGR will display proposed accomplishments for all measures that have estimates in the DRGR Action Plan.

- In the ADMIN module, users were entering grants at the finding/topic level rather than the Monitoring, Audits, and Technical Assistance events. Under Release 7.3, grants will be selected at the event level so visits and reports will display better on the QPR.

Receipts, RLFs, and PI Accounts

Release 7.3 includes several changes that focus on the management of program income. In the past, grantees had to make repeated adjustments to activity budgets and obligations and there was no system check for the use of program income before grant funds. As outlined above, changes under Release 7.3 include recording individual receipts rather than summarizing program income received on the QPR. They will also include the establishment of PI Accounts and RLFs in DRGR as well as changes to activity budgets and obligations relative to program income. These changes will require some work to adjust budgets and set up the RLFs and PI accounts, but should allow for better control of program income and receipts in the long run.

In the past, grantees identified the amount of program income received in each activity during each quarter. In Release 7.3, DRGR will use a RECEIPT function similar to IDIS to identify each PI transaction. As part of Release 7.3, historical program income received data will be copied into simulated receipts.

Grantees will no longer enter Program Income Received on the QPR since this will now be calculated based on the receipts entered for the quarter. It is important to note that receipts can be entered for prior quarters and this will change the information displayed in the affected QPR and subsequent QPRs. The rows have been regrouped to emphasize total amount drawn based on program funds and program income.

Activity Funding	Jul 1 thru Sep 30, 2011	To Date
Total Projected Budget from All Sources:	N/A	$15,052,984.00
Total Budget:	$0.00	$15,052,984.00
Total Obligated:	($49,882.60)	$15,050,084.00
Total Funds Drawdown **GROUPED TOGETHER**	$0.00	$14,461,367.00
Program Funds Drawdown:	$0.00	$14,458,467.00
Program Income Drawdown:	$1,584.00	$2,900.00
Program Income Received: **READ ONLY** ➡	$15,824.00	$25,511.75
Total Funds Expended:	$0.00	$14,454,867.00
Mississippi Development Authority	$ 0.00	$14,454,867.00
Match Contributed:	$ 0.00	$0.00

Grantees will estimate overall program income expected for a grant on the **Edit Action Plan** screen. Activity budgets and obligations will include but not specify estimated program income to be used on the activity so that draws can come from either program funds or program income. Project budgets will in turn include but not specify estimated program income to be used on activities.

Grant Amount:
$43,151,914.00

    - Low Income Targeting
    - Acquisition and Relocation
    - Public Comment

[Add Activity] | [Save] | [Submit Action Plan] | [Cancel]

Grant Amount:	$43,151,914.00
Estimated PI/RLF:	$7,500,000.00
Total Budget:	$50,651,914.00

Grantees will be able to identify Revolving Loan Funds (RLF) using the PROJECT screen. Each RLF will allow users to identify activities where receipts will be recorded and program income will be disbursed under the RLF. RLF projects can only include activities with a single activity type.

Any program fund vouchers within a RLF will check for the availability of available receipts within the RLF and require that local funds be drawn before program funds. As before, grantee users can create vouchers with both fund types.

Project

Edit Project
Financial Data
Grant Amount:	$5,058,185,000.00
Estimated PI/RLF Funding:	$2,815.66
Total Project Budget Amount:	$1,454,799,837.08
Available for Project Budget:	$0.00
Total Amount Budgeted to Activities in this Project:	$1,376,481,583.08

* Grant #:
B-06-DG-28-0001 ▼

* Project #:
0030

* Project Title:
Economic Developmen

* Description:
Economic Development

* Project Budget Amount: ☑ Revolving Loans
$ 1,454,799,837.08

Grantees will also be able to create PI accounts that allow them to identify activities under their funding agreements with other governments or agencies that allow these organizations to retain and use program income on their activities. Each PI account will allow users to identify activities where receipts will be recorded and program income will be disbursed. PI accounts can include activities with multiple activity types. Assignment of activities to a PI account will include a search and selection function by RESPONSIBLE ORGANIZATION.

Activity budgets and obligations will include but not specify program income expected to be used in addition to grant funds. This will allow users to identify aggregate budgets and obligations so that they only have to distinguish between program funds and program income during the voucher process. In this way, grantees should have to spend less time adjust activity budgets to accommodate program income.

Math rules for budgets and obligations will now use TOTAL DRAWN instead of PROGRAM FUNDS DRAWN.

A major part of the changes will be in the calculation of the amount of funds available for draws. Before Release 7.3, available grant funds were calculated at the activity level with no relationship to program income. Available program income was calculated at the grant level with no impact on grant funds. In Release 7.3, DRGR will use the RLFs and PI accounts to establish a relationship between the availability of program income and the availability of grant funds for each activity based on whether the activity is in a PI account, RLF, or UNASSIGNED in a general account.

The following chart and diagram illustrates how available amounts will be calculated within each a) PI account, b) RLF, or the c) general account. As indicated above, the amount budgeted and obligated will be based on TOTAL FUNDS without any distinction between Program Funds vs. Program Income.

Sample Available Amount Calculation Under Release 7.3:

	Program Income – PI Account Level	Program Funds- Activity Level	Program Income- Activity Level	All Funds – Activity Level
A- Budgeted	---	---	---	$ 5,800,000
B- Obligated	---	---	---	$ 2,500,000
C- Receipts	$ 350,000	--	$ 45,000	---
D – Drawn	$ 210,000	$ 1,750,000	$ 120,000	$1,870,000
E- Available	$ 140,000	$ 490,000	$ 165,000	$ 630,000
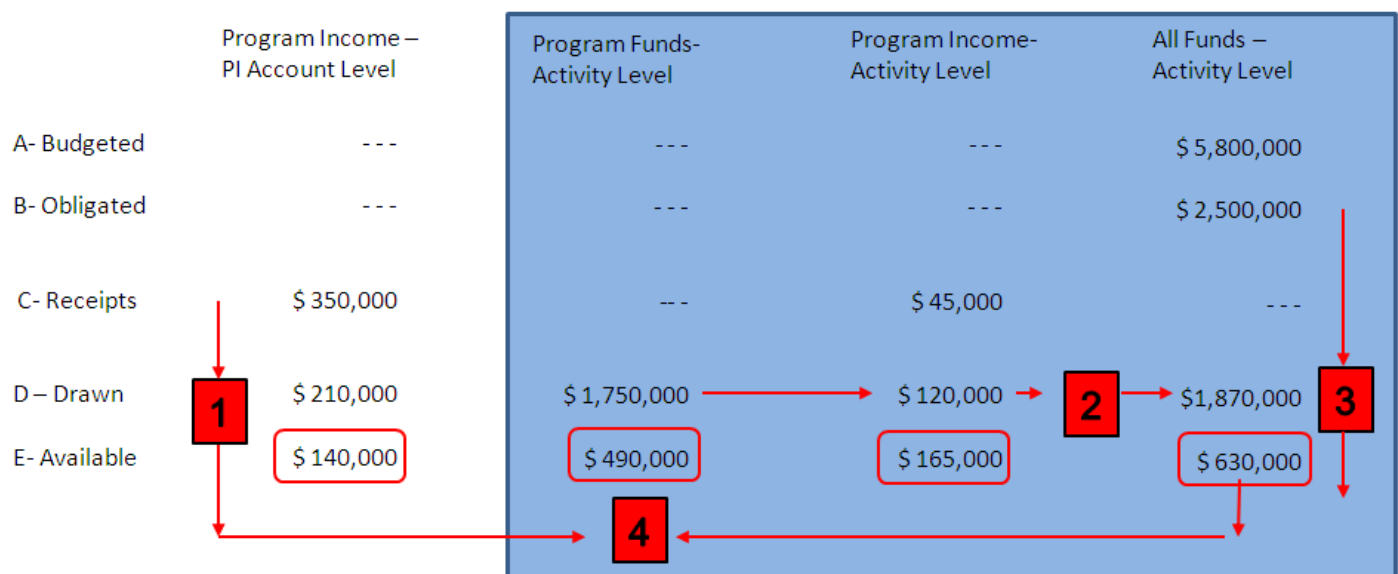
DRGR will check receipts and program income draws within the PI account (shown in step 1) to examine the available balance before checking the availability of grant funds at the activity level (shown in steps 2-4 in the blue area).

1) PI available for the PI Account : $350,000 Receipts – $210,000 PI Draws   = $140,000.00

2) Total Drawn for Activity: $1,750,000 PF Drawn + $120,000 PI Drawn   = $1,870,000.00

3) Total Available for Activity: $2,500,000 Obligated – $1,870,000 Drawn   = $630,000.00

4) PF available for Activity: $630,000 TOTAL Available – $140,000 PI Available   = $490,000

Voucher Improvements

To date, DRGR would only allow users to specify individual revisions from one activity to another one at a time. In Release 7.3, DRGR will allow users to identify multiple revisions to each line item at once. So if a draw line item needed to be split across 7 activities, this can be done with a single revision request and approval rather than 7 requests and approvals.

Grantees will also be able to designate the reason for revisions such as repayment of interest, funds returned by households or businesses that have declined assistance, or recapture of funds from monitoring.

To date, grantee financial staff have been using PRINT SCREEN to provide paper copies of draws. In release 7.3, DRGR will allow users to create PDFs of vouchers with all information such as the identity of the users making draw requests, approvals, and comments.

Miscellaneous Grantee Functions

PROJECT/ACTIVITY NAVIGATION ON THE ACTION PLAN: Instead of seeing a master list of activities in the Edit Action Plan page, grantees will see groupings by project. They can expand them to see all activities using the arrow on the top left. Arrows to the left of each project all grantee users to see all activities projects or hide them. DRGR will include this navigation on the QPR index in a future release.


ADDRESS VALIDATION: To date, DRGR did not have a method to check the accuracy of address data. Under Release 7.3, DRGR will submit addresses to HUD's Geocode Service Center (GSC). As part of this process, DRGR will identify when an address does not appear vaild and allow users to make corrections to improve the accuracy of addresses.

Users can select individual or groups of addresses to submit to the GSC. DRGR will display a graphic showing the confidence level and allow users to accept data or resubmit after edits have been made. Users can VIEW DETAIL to see more information on the address match and they can also view an address on a map.