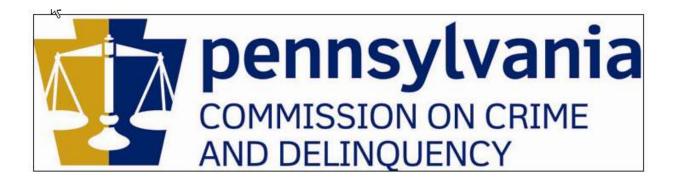
Egrants

CR31 External Release Notes



The Pennsylvania Commission on Crime and Delinquency

Author:	Laura Zellers
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Version:	1.0
Modified by:	
Modified date:	

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Introduction

On June 6, 2011, Egrants release CR31 was deployed to production. There were approximately 36 system enhancements and fixes included as part of this release. The following pages contain a summary for each of the enhancements and fixes included in the CR31 deployment. The numbers preceding each enhancement/fix heading are the issue numbers used within PCCD to track the changes.

Enhancements - General

None

Enhancements - Fiscal

3574 Update the Return Information on the Award Letter

4611 Award Letter Notifications

Updates have been made to the wording of the award letter to encourage the return of letter in a prompt manner since no funding will be dispersed until the award letter is returned. The date the award letter is returned by the sub-grantee should now be entered on the Main Summary page. The award letter has also been converted from Crystal to an htmltopdf report instead.

Additionally, new notifications have been created for applications and continuations:

- An alert will be created for the fiscal staff when the award letter has not been received from the subgrantee within 14 days.
- A task will be created for the agency contact staff notifying them that the award letter has not been received within 14 days.

Award Letter Text

Ms. Amy K. Rosenberry

1

May 18, 2011

Implementation of the project must commence within 60 days of the effective start date or written notification should be given to the Commission stating reasons for failure to begin on the anticipated start date. Projects not operational within 90 days require an additional written statement explaining the delay. Where warranted, the Commission may extend the implementation date further; however, it retains the right to cancel any project not implemented in 90 days rather than approve the extension.

This subgrant is hereby offered to you on the condition that you comply in administering your program, with all the representations contained in your application, as amended, including the Standard Subgrant Conditions that have been incorporated by reference. The current version of PCCD's Standard Subgrant Conditions (Revised August 2008) is available at www.pccd.state.pa.us under the Grant Opportunities link.

The reporting requirements for this subgrant may be found by navigating to the Reporting Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements may cause an interruption in receipt of subgrant funds.

The award of this subgrant will become effective when an appropriate officer of your organization accepts it by signing and returning one copy of this letter to PCCD, Attention: Grants

Management.

It is vital for project staff to review the <u>Applicant's Manual</u> to ensure that this program will be conducted in accordance with all guidelines. Questions regarding subgrant matters will be welcomed by our staff. If you have programmatic questions, please contact Ms. Natalie Novotny-Goles at (717) 265-8735 or email CR31_ST@Example.com. Should you have fiscal questions, please contact Ms. Karla S. Freeman at (717) 265-8490 or email CR31_ST@Example.com. They may also be reached toll-free at (800) 692-7292. The Commission and its staff wish you success in conducting this project.

Sincerely yours,

Derin Myers, Director
Office of Financial Management and
Administration

CC: Mr. Christopher J. Braun

4184 Allow Fiscal Report Expenditures to be Entered By Category Budget Line Item

Fiscal has the ability to have sub-grantees enter expenses at the budget line item level within fiscal reporting. The ability to require expenses at a line item level within fiscal reporting is defined with the Budget Setup within the Funding Announcement. This value can also be changed in the Fiscal Details Summary page for each individual grant. Only Fiscal Staff will have the ability to change the value requiring expenditure and unpaid obligations at a budget line item level. Some columns names have been renamed on the page:

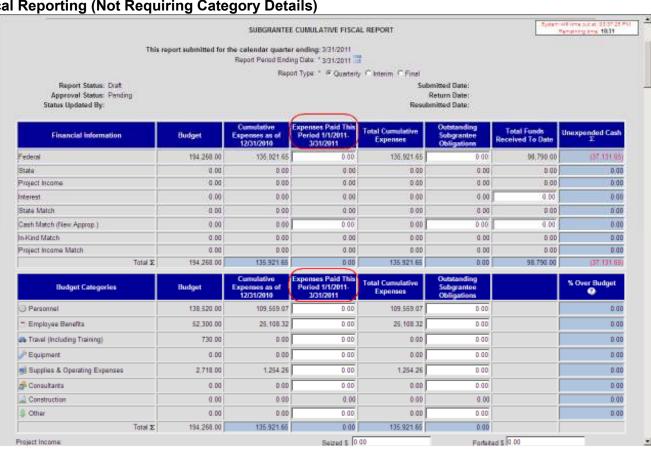
- "Expenditures to Date" has been renamed to "Cumulative Expenditures"
- "Unpaid Obligations" has been renamed to Outstanding Sub-grantee Obligations"
- Sub-grantees still entering expenses at a Budget Category level will enter them in a new column called "Expenses Paid this Period"

Sub-grantees requiring a more detailed entry of expenses will enter this information within each Budget Category Details. Entered expenses are then accumulated and displayed within the Budget category.

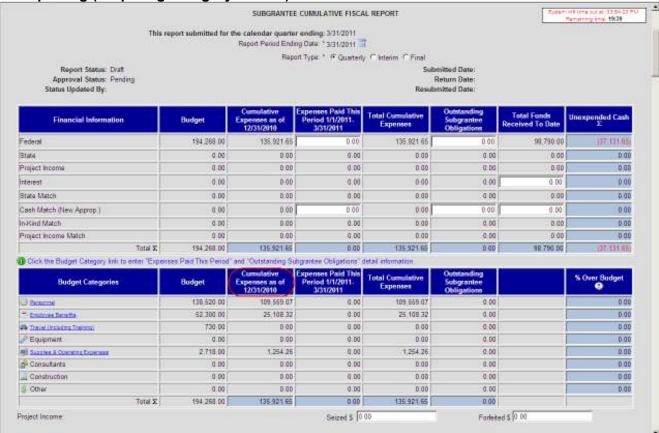
Prior Fiscal Reporting



Fiscal Reporting (Not Requiring Category Details)



Fiscal Reporting (Requiring Category Details)



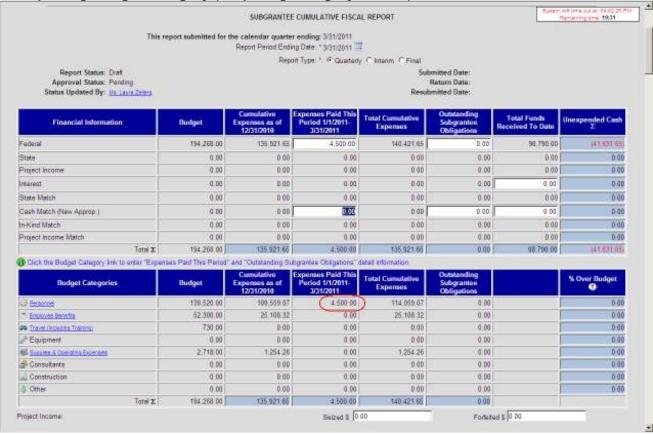
Cumulative Expenses are automatically calculated and no longer entered by the sub-grantees. Clicking on the Category link will allow the sub-grantee to enter their expenses for the category for the period.

Budget Category Updates (Requiring Category Details)



Entry of these expenses once saved is reflected in the Main Budget Category.

Fiscal Reporting Budget Category (Requiring Category Details)



Category expenses entered in the Expenditure Details are displayed in the Budget Category.

Enhancements - Program

Lock Down Program Report Sections when Report is Returned Allow Responses to Corrective Actions

Changes have been made to allow sections in a program report to be marked as returned and display the number of corrective actions entered to address the problems with the sections. Other sections which do not require changes will be marked as complete and not allow updates to be made to them by the sub-grantee. The buttons available on the pages have been updated to make it easier for the sub-grantees to respond to program report corrections.

Multiple Save Buttons for the Sub-grantee to Complete the Section





Report Section Showing a Returned Section With a Corrective Action nill lime out at 127-137. Remaining lime: 19:18 Report Status: Draft Report Due Date: 4/4/2011 Approval Status: Return to Applicant Submitted Date: 5/19/2011 Status Updated By: FCCD Statt Person Return Date: 5/20/2011 Resubmitted Date: 5/20/2011 Final Report: No Make Final Report Is The Project On Schedule? * Yes 💌 If not, please explain × +1 Briefly List Activities Conducted During This Period. * testing Last Updated By 5/19/2011 Adaptracts Complete John Smills John Smith Other Standard Questions Complete 5/20/2011 PMT information Returned 5/20/2011 9/19/2011 Description Research Perforator Complete John Spills OMB Section (StDyo) Quarterly Data View Corrective Actions Report Corrective Actions testing corrective actions 100001 5/21/2012 Performance Indicators Closed 6/23/2011 PMT Information testing round 2 Open View Report Save as Draft Submit Report Delete Cancel

Corrective Action Report

Grant ID: 12345 Project Start: 4/1/2010 Project End: 3/31/2012 Project Title: A Project Title Report Period: 1/1/2011 - 3/31/2011 Applicant Agency: An Applicant Agency Corrective Actions Report Status: Open Section Name: Performance Indicators Problem: testing Required Action: fix it Due Date: 05/20/2011 Status: Open Section Name: PMT Information Problem: testing corrective actions

Due Date: 05/20/2011

Required Action: fix section entry

Corrective Action Response for a Sub-grantee



System will time out at 17:10.0 Remaining time: 19:18 Report Status: Draft Report Due Date: 4/4/2017 Approval Status: Return to Applicant. Submitted Date: 5/19/2011 Status Updated By: FOCD Statt Person Return Date: 5/20/2011 Resubmitted Date: 5/20/2011 Final Report: No Make Final Report Is The Project On Schedule? * Yes 💌 finat, please explain. ± 1 Briefly List Activities Conducted During This Period * testing +1 Report Sections Attention Complete 5/19/2011 John Smills Other Standard Questions Complete 6/19/2011 John Smith Complete 5/20/2011 **BCID Shift Person** Parternance Indicates 5/20/2011 Attn.Snitt PMT information Revised Disablectana Rusmana Pertemation Complete 6/19/2011 John Smith QNB Section 1812/cr Quarterly Data Complete 5/19/2011 John Smith View Corrective Actions Report Corrective Actions Problem Descrip testing corrective actions 100001 5/20/2011 Performance Indicators Closed mates round? 5/21/2012 Performance Indicators Closed testors round 2 6/23/2011 PMT Information Open

Sub-grantee Updated Returned Section Now Marked as Revised

4462 Add Description to Sub-grantee Pop-up When Selecting Activity Areas

View Report Bave as Draft

Changes have been made to the information icon pop-up so the description entered when the activity area is defined is available to the sub-grantee for viewing. This should assist the sub-grantee in choosing which activity area(s) to select.

Submit Report Delete Cancel



Pop-up Displayed for Activity Area Which Includes Description

ACTIVITY AREA CONTENT Funding Source: Victims Services Purpose Area: Crime Victim and Witness Programs Activity Area: Training Questions: 1 Description: this is an activity area for crime victim and witness programs Section Content: (Unit Count) 1 Number of Trainees who Completed Online Training

Fixes - General

3854 Fiscal/Program Report Delinquency Days

Changes have been made so a delinquency notification is not sent until the report is actually late. Some subgrantees have received delinquency notifications on the last day the report was due instead of when it was really late.

Fixes - Fiscal

2992 Fiscal Report Budget Compared to Application/PMR Budget

Changes have been made to round the amount preventing the cents from showing in the display of the budget category line item within the Fiscal Report Budget.

4428 Fiscal Report Resubmission Clearing Submitted Date

Changes have been made to correct the display of the submission date on the 12/31/2011 fiscal reports.

Fixes - Program

None