# Analyst Quicksteps

Use the radio button to choose the program you want to review. This will refresh the page, it will not take you to a new page. All the boxes on the page will now display information specific to your program.

Accountability

This Site: Accountability

ARRA Hub | Accountability | Record Changes (List View) | ARRA Programs OIA-Analysts | ARRA Discussion Board | ARRA Summary Reports | Site

ARRA Hub > Accountability > Documents > ARRA Programs (Analysts)

## ARRA Programs

### Announcements

There has been a field added in the program list to provide a brief description of each specific program.

### CFDA Number Filter

### Section 1512 Data

| | CFDA Number | Project Name or Project/Program Title |
|---|---|---|
| ○ | | (no title) |
| ○ | 10.086 | Aquaculture Assistance Grants (CCC Funds) |
| ○ | 10.551 | SSI Cash Out |
| ○ | 10.561 | Food Stamp State Administration |
| ○ | 10.568 | The Emergency Food Assistance Program (TEFAP) administration |
| ○ | 10.579 | State Child Nutrition Programs, Recovery Act |
| ○ | 10.688 | Recovery Act of 2009: Wildland Fire Management |
| ○ | 12.401 | National Guard Military Operations and Maintenance (O&M). |

### 1512 Program Data

The Edward Byrne Justice Assistance Grant (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system.

CFDA Number: 16.803

Water and sewer loans and grants for communities and non-profits with populations less than 10,000 to finance water and sewer projects. Grant amount based on need, repayment ability and median household income. Interest rates on loans change quarterly and currently range from 3.125% to 5.125%. All stimulus funding will come from a national pool; to be allocated on a first come, first served basis.

CFDA Number: 10.760

This program assists in operating statewide comprehensive, coordinated, effective, efficient and accountable programs of vocational rehabilitation, which are an integral part of a statewide

### Additional Views

- Section 1512 Data by Agency
- Stimulus Documents by Agency
- Program Access by Agency

Add new link

### Agency Report

| Type | Name |
|---|---|
| | 12.401_ADJ_ARRA Projects Status as of Nov 20 09 |
| | T.DOH01_SEARCH_Application |
| | CFDA categories 10 26 |
| | 12.401_ADJ_ARRA Projects Status as of Nov 6 09 |
| | 12.401_ADJ_ARRA Projects Status as of 23 Oct 09 |

1 - 5

Scroll down to the box with **OAKS financial Data** and *click on the text* NOT the program number

Education Fund

## ARRA Discussion Board

| Subject |
|---|
| Clarification of Vendor and Sub-recipient |
| Archive |
| OMB Webinars scheduled this week |
| Best practices and related topics |
| ADJ uploading documents |
| CDFA Number ADJ |
| ADJ not to assigned CDFA |
| programs not listed |
| document uploading |
| upload of forms |
| Internal Audit Documents - Risk Assessment and Controls |

## Edit 1512 Program Data

| Project Name or Project/Program Title | Edit | CFDA Number |
|---|---|---|
| State Fiscal Stabilization Fund - Education Fund | | 84.394 |

## 1512 Important Dates

| Final Date on which funds can be drawn? | CFDA Number |
|---|---|
| 4/16/2009 | 84.394 |

## Important Links

- Map a New Program GL Code
- Create a New Sub-Recipient
- Upload a new Document
- OIT New Account Form
- Sub Recipient and Vendor Uploa emplate

## OAKS Financial Data (URL

| CFDA# | URL |
|---|---|
| 84.394 | OAKS Financial Reports for CFDA: 84.394 |

## ARRA 1512 Section 3 - Sub-Recipients

| Sub recipient Legal Name | CFDA Number | Edit |
|---|---|---|
| L.E.A.R.N. Academy | 84.394 | |
| Eagle Heights Academy | 84.394 | |
| George Washington Carver Preparatory Academy | 84.394 | |
| Youngstown Community School | 84.394 | |
| Dayton Leadership Academies- | 84.394 | |

## Agency Report

| Type | Name | CFDA #2 |
|---|---|---|

There are no items to show in this view of the "Stimulus Documents" document library. To create a new item, click "Add new document" below.

Add new document

## Assurances

| Type | Name | CFDA #2 |
|---|---|---|
| | 84.394 84.397_ EDU OBM_G5 account information | 84.394 |
| | Education assurances | 84.394 |

Add new document

## Audit Documents

| Type | Name | CFDA #2 |
|---|---|---|
| | ARRA Process chart May 6 2009 | 84.394 |

Add new document

## Award Letters

| Type | Name | CFDA #2 |
|---|---|---|
| | SFSF Grant Notification | 84.394 |

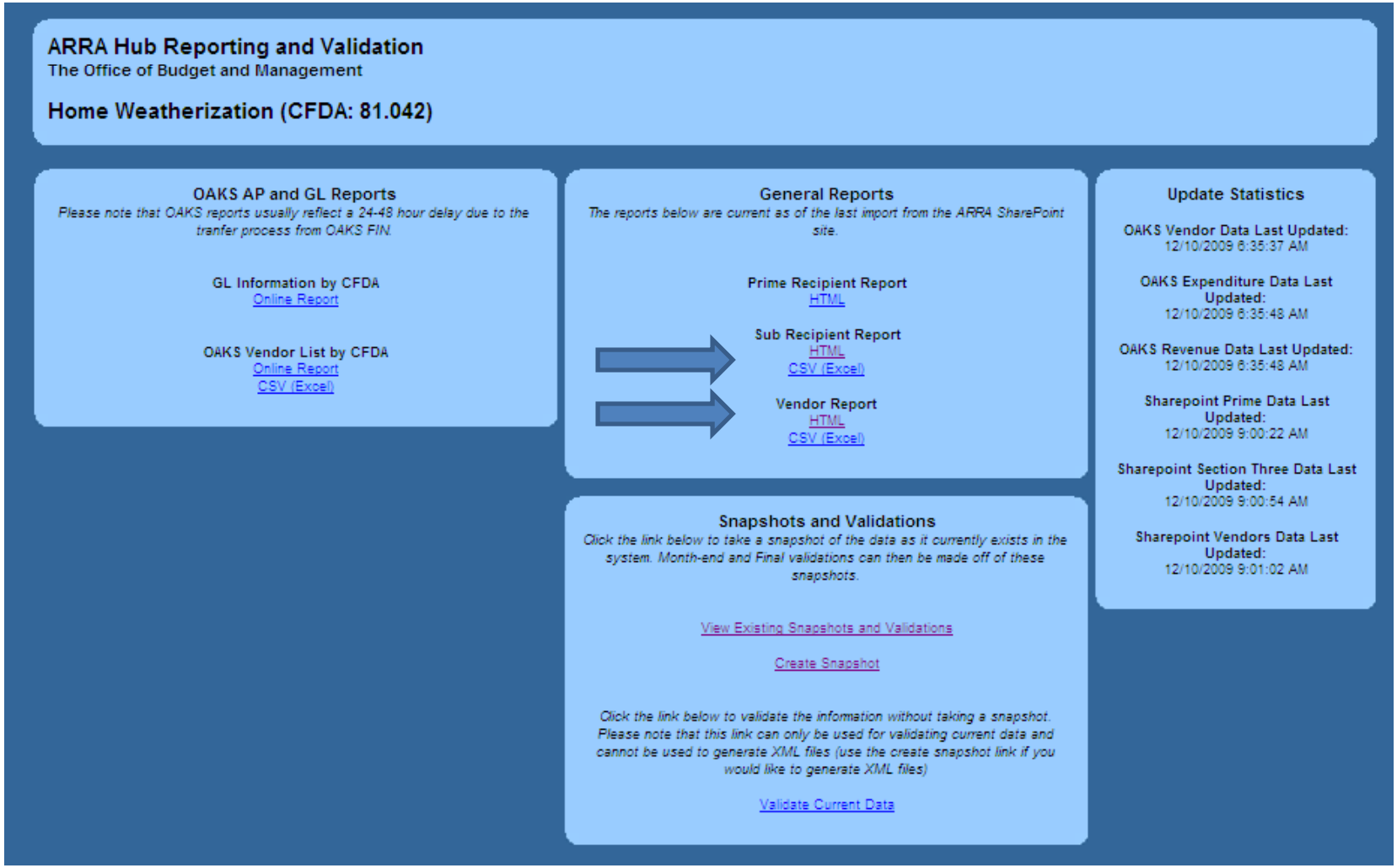
Add new document

## Certificates

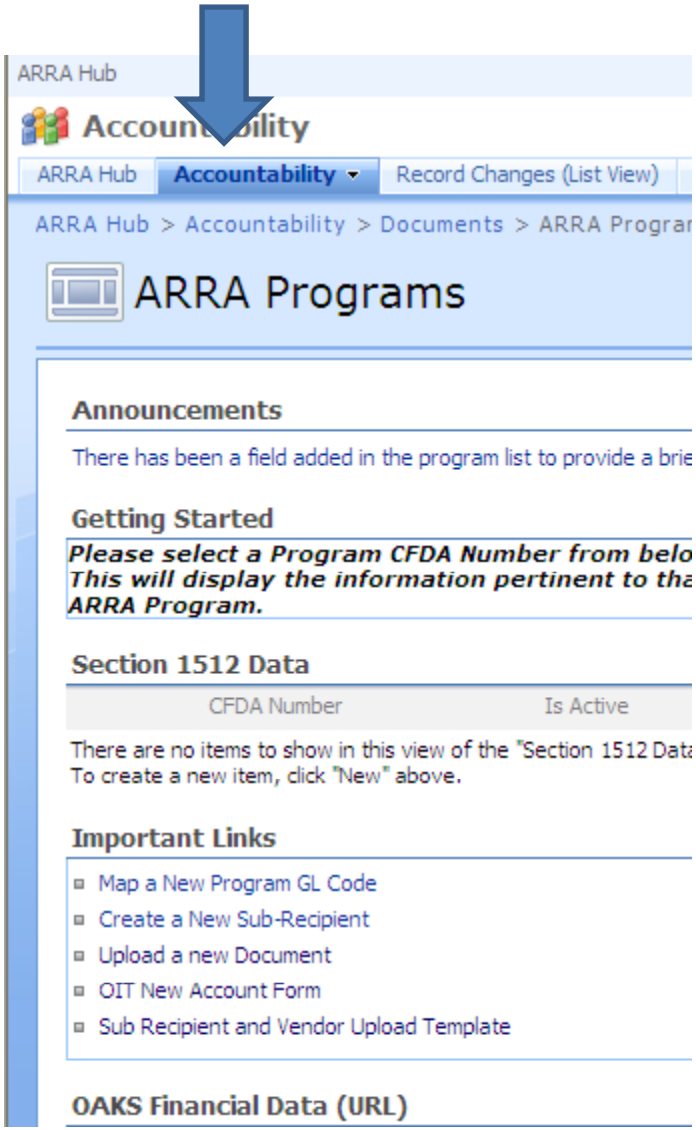
| Type | Name | CFDA #2 |
|---|---|---|

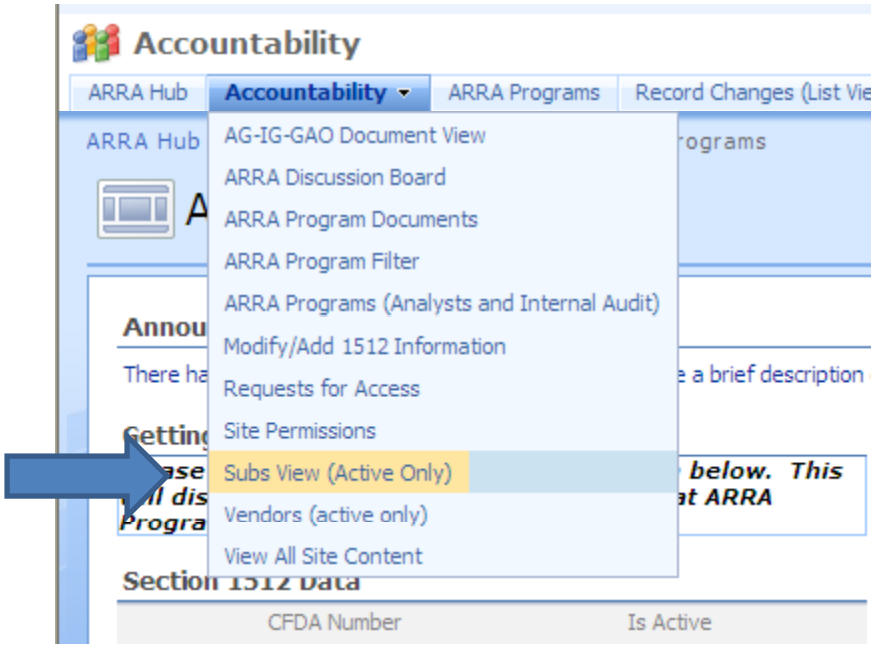
There are no items to show in this view of the "Stimulus Documents" document library. To create a new item,

Click on the Sub Recipient Report or Vendor Report. The CSV will show all the rows, whereas the HTML is limited to a few rows. Save this file as “Snapshot report-sub” and “Snapshot report-vendor”

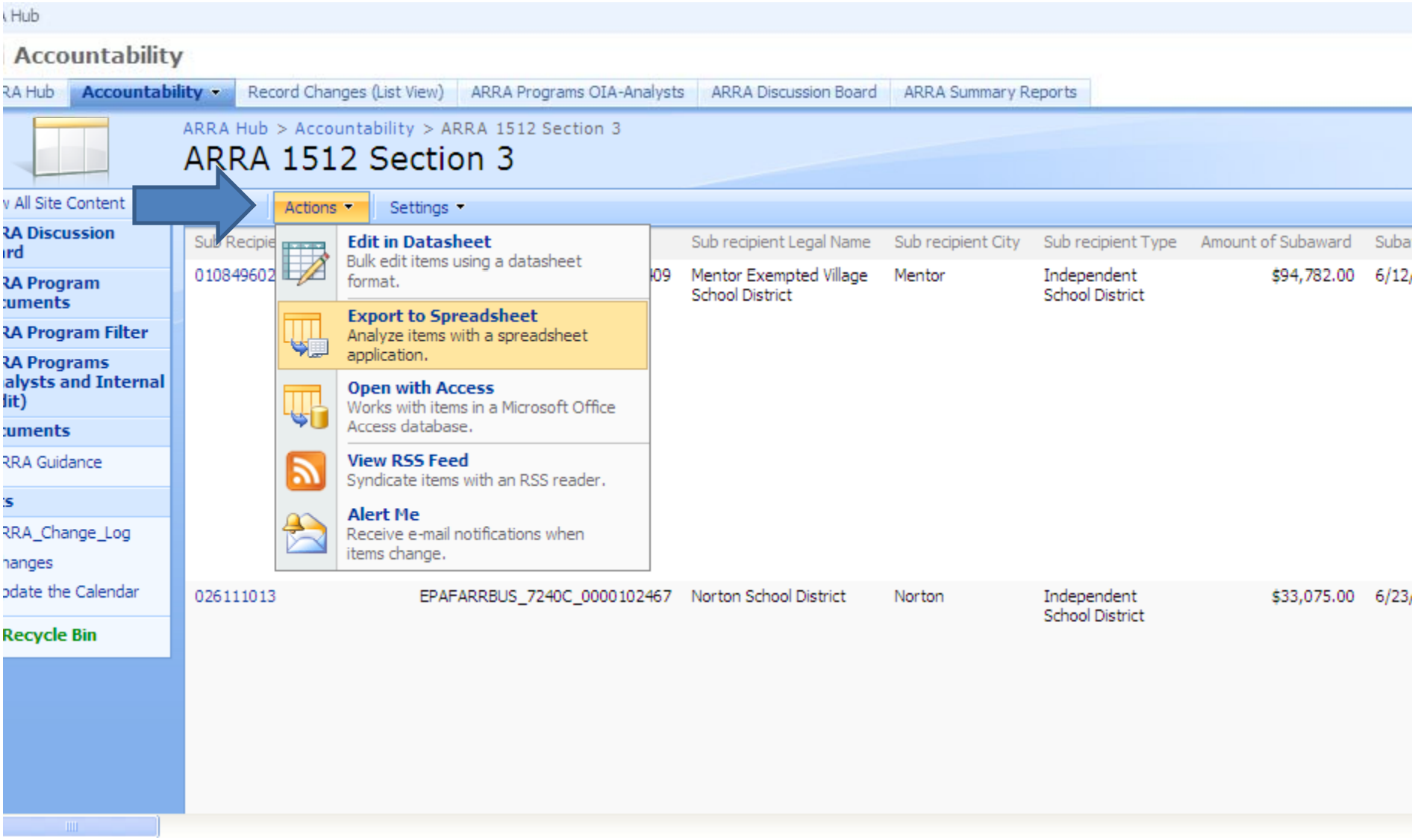


To view the spreadsheet for the vendor or sub-recipient data. Hover over the “Accountability” tab along the top of the page until a dropdown appears . Then, select either Subs view (active only) or Vendors (active only).



Select “Actions” and choose “Export to Spreadsheet” Save the file to a convenient location and name it “SharePoint report-sub” or “SharePoint report-vendor.” The CFDA is in Column A, and you can filter the program you would like to review.

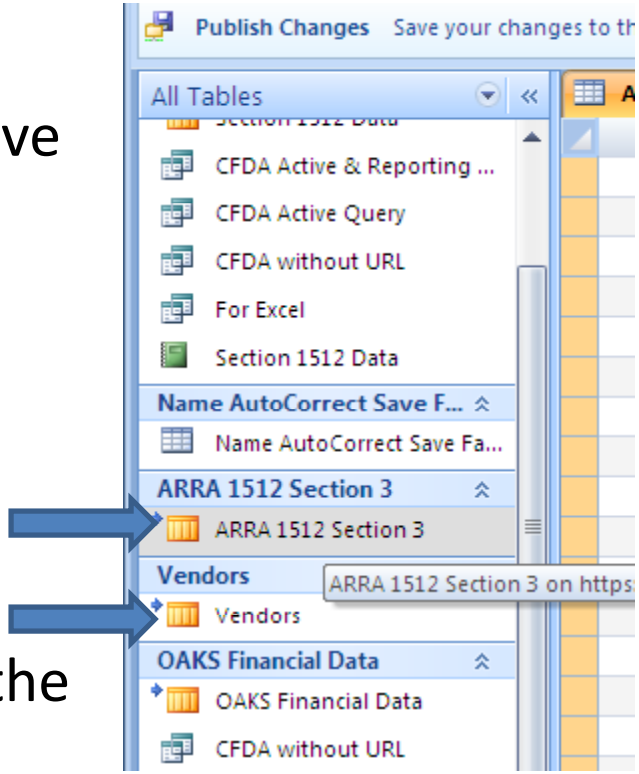


# Log the errors/discrepancies

- For minor errors, business rules, etc. make the corrections yourself and make note for your own reference as needed
- For other more substantial errors, i.e duplicate vendor information or vendors/subs with $0.00 expenditures, please inform the agency
  - Ask if they have any explanation or if they know what the corrections should be
  - Ask them to make the corrections in the Hub where applicable
  - Ask them to let you know when the corrections have been completed
- If you would like to make corrections on the agency's behalf, follow the steps included below
- If both you and the agency are unsure of what the correction should be, contact the ARRA reporting team

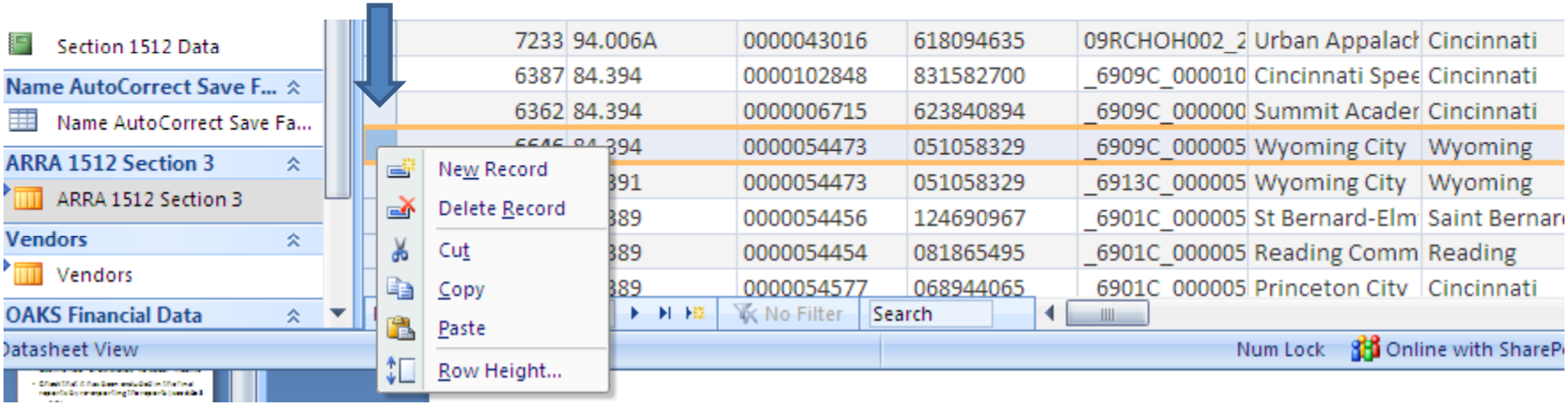
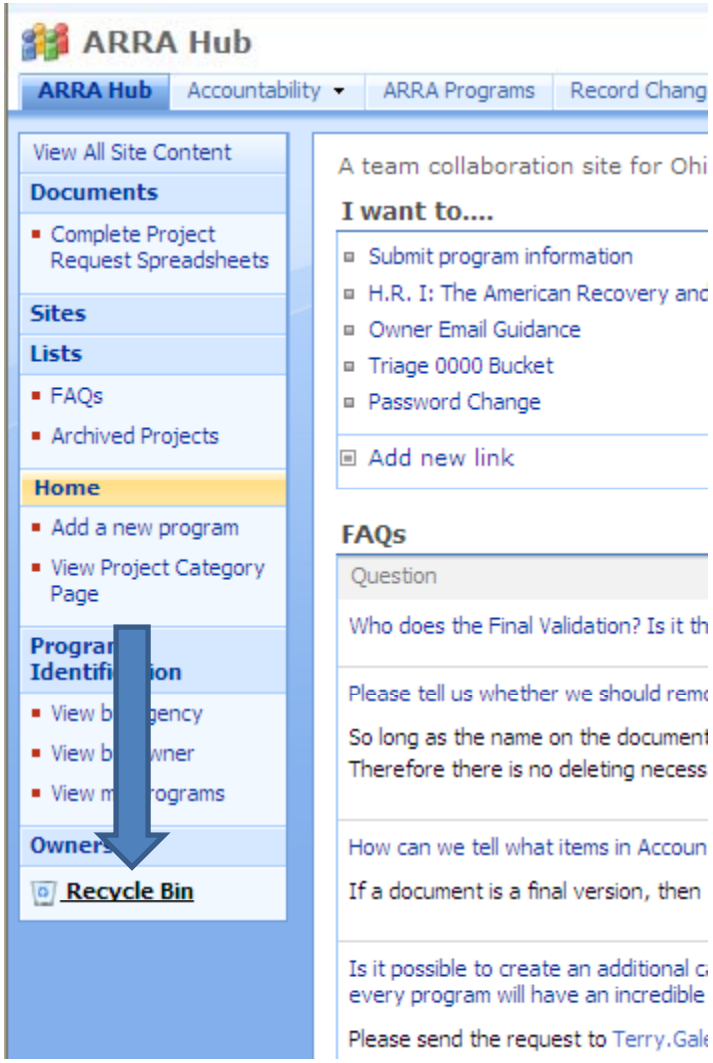
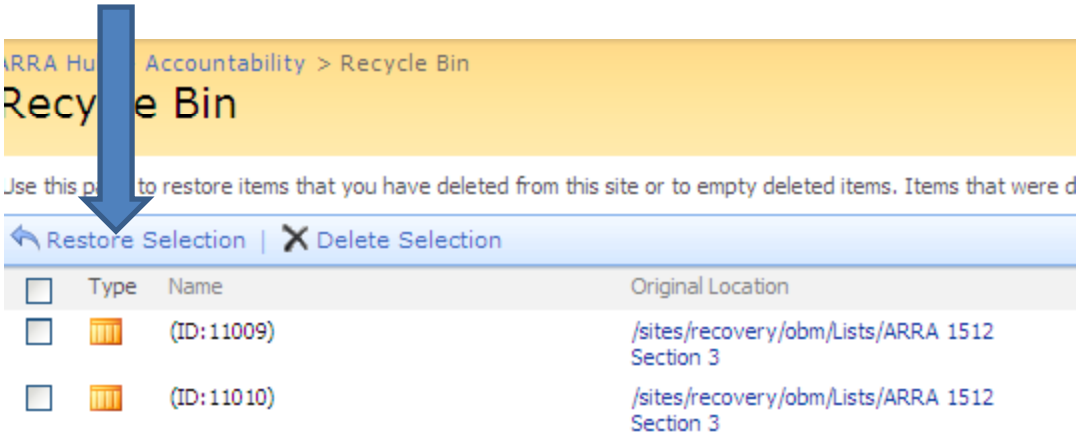
# Making Corrections

- Open the Access Database on your computer.
  - Go to the ARRA folder on the P: drive
  - The file is called Section 1512 Data.accdb
  - For Sub-recipients open the table: ARRA 1512 Section 3
  - For Vendors open the table called Vendors
  - Enter the corrections directly into the table



# Deleting a row

- Right click on the far left box of the row and select delete row



# Undo a deletion