

Chapter 5: Activity Funding

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5.1 What's In This Chapter

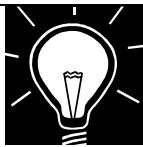
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5.1.1 Overview

Chapter 4 discussed how to set up an activity, give it an estimated budget, and identify which program(s) will be funding the activity.

The Activity Funding process allows you to fund an activity from grants, subfunds, receipt funds, or subgrants. You identify each grant, subfund, receipt fund, or subgrant and the amount of dollars to be committed from the funding source to an activity.

Effective with Version 6.7, CDBG entitlement grantees and all HOPWA grantees must enter program-specific setup information for non-admin activities before they can be funded. (HOME non-admin activities have always required setup information before funding.) If you try to fund a CDBG or HOPWA activity that is missing setup data, IDIS will display an error message listing each missing field and the screen name where it should be entered.

**NOTE:**

Effective with IDIS Version 5.8 and Phase 2 of IDIS receipt enhancements, grantees are not forced to use the Activity Funding module to fund an activity with receipted monies. You will now see receipted funds as an additional funding source on the Draw screen not assigned to any activity.

The option to use the Activity Funding to directly fund one or more activities with the receipted moneys is still available to you, should you want to use it.

Remember that under CDBG and HOME program rules, grantees must draw PI and RL funds for an activity, if available, before drawing EN funds.

5.1.2 Alternate Method To Funding an Activity with Program Income

Even though IDIS Release 5.8 lets you skip the Activity Funding step after a receipt has been created and lets you go directly to the Drawdown function, you may still want to use the manual process of directly funding one or more activities with the receipted monies. The steps below provide an overview of this process. If you are a new user, read through the rest of this chapter for additional details of how to use the Activity Funding screens.

How To (Optionally) Fund an Activity with Program Income:



Where appropriate, type in the following data. (If the data typed does not fill the field, or you do not need to complete the field, press <Tab> to go to the next field.)

1. Select Option I-02 (Maintain Activity Funding) from the Main Menu.
2. At the MO03 screen, identify the activity to fund.
3. At the MO04 screen, select PI for Program Income.
4. Finally, at the MO05 screen, enter the amount to fund.

If you receive the error message: "Funds exceed the estimated amount" when trying to fund an activity from a secondary source, for example, PI, you must first deobligate funds from EN before you can fund the activity from PI.

5. To do this, select the EN fund on the MO04 screen, then at the MO05 screen, change the amount funded to the new amount in order to deobligate the funds. You may also need to increase the activity estimate on the "Money" screen, C04MA08 if the Estimated Max Funding Amount on the M004 screen is too low.
6. To do this, select Option B (Revise Activity) from the Main Menu and press F2 (Project Query). Next, place an "X" before the appropriate activity and press <Enter>. Advance through the screens, until you get to the last Setup Activity screen, C04MA08, then increase the Estimated amount for the activity to include funds from all sources, including Program Income or other Receipts.

5.1.3 Deobligating (Uncommitting) Funds (C04MO05)

Effective with the 4.8 Release, when a grantee changes the Activity Status to Completed or Canceled on the Setup Activity Screen, C04MA04, IDIS will automatically deobligate any remaining funds and return them to the parent grant. IDIS also automatically reduces the Estimated Amount on the Setup Activity “Money” Screen, C04MA08.

Even with this automatic cleanup, you may still need to use Activity Funding to deobligate funds, for example if an activity is currently 100% funded up to its Estimated Max Funding Amount and you now want to fund it from another source.

To deobligate funds, you need to know the Project Number, Program Year, and Activity Number against which the funds were drawn. IDIS has no online method to ascertain this information. Before following these steps to deobligate funds, you will probably want to run a Drawdown Report by Voucher Number (C04PR07).

How To Deobligate Funds:



Where appropriate, type in the following data. (If the data typed does not fill the field, or you do not need to complete the field, press <Tab> to go to the next field.)

1. On the Activity Funding List screen (C04MO03), select the activity and press <Enter>. The system displays the Maintain Activity Funding screen (C04MO04).
 2. Select the grant, subfund, receipt fund, or subgrant from which you want to deobligate funds.
Look at the column **Funded From This Grant** to view the original source(s) of your funding. Because an activity may be funded from more than one grant, subfund, receipt fund, or subgrant, you may have to de-fund more than one line item.
 3. Select a grant, subfund, receipt fund, or subgrant and press <Enter>. The system displays the Maintain Activity Funding screen (C04MO05).
 4. Reduce the amount you originally committed by typing the new value in the Current Funding field.
Effective with IDIS Version 6.3, for those grantees that enter their funding by year, you can quickly compare the amount drawn vs. the amount funded.
Remember that you cannot lower the amount funded to less than the amount that has already been drawn.
 5. Press <Enter> to save your changes.
-

5.2 Making a Choice on the Activity Funding Menu (C04MO03)

The Activity Funding Menu contains two options:

- 01 View Activity Funding
- 02 Maintain Activity Funding



NOTE:

If you want to go directly to the View Activity Funding or Maintain Activity Funding screen from the IDIS Main Menu, enter **I** and the two-digit number listed above, for example **I 01** or **I 02**.

For both options, the system displays a sequence of three screens:

- One to select the activity
- One to select the correct funding source
- One to update (or view) the funds that are committed to this activity from the selected funding source.

The examples in this section show the three-screen sequence for maintaining activity funding. The screen sequence that you would use to view activity funding (if you were to select Option 1) is identical but the headers displayed at the top of each screen would say “*View*” and you would not be able to enter or change any information displayed.

Options for Maintaining Activity Funding:

<p>Maintain Activity Funding List (C04MO03)</p>	<p>Lists activities that you can fund (based upon your rights to access activity records). Use this screen to select the activity to fund.</p> <p>If you do not “own” the activity that you want to view or update -- for example if you are a HUD HQ or field office user, a State recipient carrying out the activity on behalf of the State, or an entity carrying out the activity on behalf of the grantee, press <F1> to select the activity from the Activity Owner List.</p>
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<p>Maintain Activity Funding (C04MO04)</p>	<p>Lists the grants, subfunds, receipt funds, and subgrants - the funding sources - available to commit to this activity. You select the correct funding source, and then proceed to the next screen.</p>
<p>Maintain Activity Funding (C04MO05)</p>	<p>Lets you enter the dollar amount being committed to this activity from the specific grant, subfund, receipt fund, or subgrant displayed.</p>

How To Get To the Activity Funding Menu:

- On the IDIS Main Menu, select **Option I**, Activity Funding and press **<Enter>**.

The system displays the Activity Funding Menu.



SCREEN: Activity Funding Menu (C04MO01)

PURPOSE: This menu allows you to choose whether you will view funding for an activity; or update funds committed to an activity.

How To Complete This Screen:**TYPE SELECTION AND PRESS ENTER**

When you have completed the field on this screen, press **<Enter>** to go to the next screen.

- Type the two-digit activity funding option that you want to use:
 - 01** View Activity Funding
 - 02** Maintain Activity Funding

```

12/03/99      THE INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM  C04MM01
10:20:35

                ACTIVITY FUNDING MENU

                01  VIEW ACTIVITY FUNDING
                02  MAINTAIN ACTIVITY FUNDING

TYPE SELECTION AND PRESS ENTER  I 00

F4 = MAIN MENU  F7 = PREU

```


5.3 Identifying the Activity To Be Funded

SCREEN: Activity Funding List (C04M003)

PURPOSE: On this screen, you select an activity to fund. Effective with IDIS Version 6.0, you now have additional selection choices to limit the grants/subgrants/subfunds that are displayed. As before, you can select an activity either by entering an activity number or a project/program year combination. You can now further limit the grants/subgrants/subfunds displayed by entering a program code, a recipient UOG code and number, a fund type, or any combination of the three. You can use these options in conjunction with entering a project/program year or by themselves.



NOTE:

When you leave all fields blank on this screen and press **<Enter>**, the screen displays all available activities. For states or jurisdictions with a large number of subgrants, you may have to scroll through many screens to find the correct activity to fund.

How To Complete This Screen:



PROJECT OWNER

Where appropriate, type in the following data. (If the data typed does not fill the field, or if no data is appropriate, press **<Tab>** to go to the next field.)

When you have completed the fields on the top of this screen, press **<Enter>** to view the matching activities.

HUD ACTIVITY NUMBER

1. If you are not the owner of the project, for example you are an HQ or field office user - or a state recipient or other entity, press **<F1>** to choose the correct owner. State recipients and entities will see a list of states or grantees that have given them permission to view, setup, or revise activities. Field offices will see a list of grantees under their jurisdiction. HQ users will need to enter the Region and Field Office assigned to the grantee, then select the grantee from the list displayed.
2. If you know the HUD Activity Number for the activity you want to fund, type the number in this field, then press **<Enter>**. You will go directly to the Maintain Activity Funding screen (C04M004). (You can skip the remaining steps.)

**CPS PROJECT/
PGM YEAR**

- If you only want to view activities to fund for one project under a program year, type the Project Number from your Consolidated Plan and the Program Year (both must be entered).

Or, you can press **<F2>** to select a project and year from the list displayed.

Show Grants Where:

RECIP UOG CD/NUM

- If you only want to view activities to fund for a particular jurisdiction, type the recipient's UOG Code and UOG Number (both must be entered). No look-up function is available so you must know the UOG Code and Number to use.

PROGRAM CODE

- If you only want to view activities for a particular program, type the abbreviation for the program:

B CDBG
H HOPWA
M HOME
S ESG

FUND TYPE

- If you only want to view activities for a particular fund type, enter the abbreviation for the program:

AD Administrative Subfund
CC CHDO Capacity Building Fund
CO CHDO Operating Expenses
CR CHDO Reserved
EN Entitlement
SU Subgrant
RL Revolving Loan Funds
SF CDBG State Revolving Funds
TA Technical Assistance

PI Program Income Funds
RC Receivables
RE Recaptured Funds

Press **<Enter>** to refresh the screen with all activities established for this project and program year.

12/06/00	09:24	ACTIVITY FUNDING LIST	C04M003
PROJECT OWNER GRANTEE NAME: BERKS COUNTY			
CPS PROJECT: _____ PGM YEAR: _____ HUD ACTIVITY NBR: _____			
SHOW GRANTS WHERE: RECIP UOG CD/NUM: _____ PROGRAM CODE: _ FUND TYPE: __			
SEL	PROJECT	PGM YEAR	IDIS ACTIVITY ACTIVITY NAME

SEL

- From the selection list, type **X** next to the activity that you want to fund, and then press **<Enter>**. The system displays the Maintain Activity Funding screen (C04M004).

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12/06/00  09:27                ACTIVITY FUNDING LIST                C04M003

PROJECT OWNER GRANTEE NAME: BERKS COUNTY
CPS PROJECT:  ___ PGM YEAR:  ___ HUD ACTIVITY NBR:  _____
SHOW GRANTS WHERE: RECIP UOG CD/NUM:  _____ PROGRAM CODE: M FUND TYPE: CR
SEL  PROJECT  PGM YEAR  IDIS ACTIVITY  ACTIVITY NAME
=   0018      1998          1507  ABBIE J. MOYER
-   0001      2000          1506  ADMINISTRATION - BERKS CD OFFICE
-   0018      1998          1505  DAVID G. THOMAS
-   0018      1998          1504  FLORENCE K. OSWALD
-   0018      1998          1503  LEO C. & W. GAIL SCHROEDER
-   0002      2000          1502  DOWNTOWN STATISICAL STUDY - DID
-   0018      1998          1501  PROPERTY REHAB. - LISSETTE POLANCO
-   0002      2000          1500  JOB TRAINING - BERKS E&T OFFICE
-   0012      1999          1499  OAK AVENUE STORM SEWER - ROBESONIA
-   0001      2000          1497  GENERAL ADMINISTRATION
-   0002      2000          1496  PUBLIC SERVICES - DOMESTIC VIOLENCE
-   0009      2000          1495  WEST LAWN/WYOMISSING HILLS LIBRARY-
-   0002      2000          1494  RAINBOW HOME-AIDS SERVICES
-   0015      2000          1493  REHABILITATION - LITERACY COUNCIL
-   0002      2000          1492  TRANSPORTATION SERVICES

F1 = OWNER HELP  F2 = PROJ HELP  F4 = MAIN MENU
F17 = UP          F18 = DOWN
    
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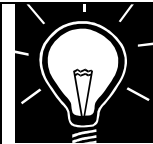
DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Project Owner Grantee Name		The name of the grantee.	Protected field
CPS Project/ Program Year		Project Number from your Consolidated Plan and Program Year (you must enter both). Or, press <F2> to select a project and year from the list displayed.	4 numeric characters/ YYYY
HUD Activity Number		If you know the HUD Activity Number for the activity you want to fund, leave the CPS Project/Program Year fields blank and type the number in this field, then press <Enter> . You will go directly to the Maintain Activity Funding screen (C04M004).	12 numeric characters

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Recipient UOG Code/Number		If you only want to view activities to fund for a particular jurisdiction, type the recipient's Unit of Government Code/Unit of Government Number. (The combination of UOG Code/UOG Number uniquely identifies the recipient.)	6 numeric characters/ 5 numeric characters
Program Code		If you only want to view activities for a particular program, type the abbreviation for the program: B CDBG H HOPWA M HOME S ESG	B, H, M, or S
Fund Type		If you only want to view activities for a particular fund type, enter the abbreviation for the program: AD Administrative Subfund CC CHDO Capacity Building Fund CO CHDO Operating Expenses CR CHDO Reserved EN Entitlement SU Subgrant RL Revolving Loan Funds SF CDBG State Revolving Funds TA Technical Assistance PI Program Income Funds RC Receivables RE Recaptured Funds	2 alphanumeric characters
Press <Enter> to display the list of activities that meet your selection criteria.			
Sel		Type X next to the activity that you want to fund. After you press <Enter>, the system displays the Maintain/View Activity Funding screen (C04M004).	X
Project		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
Program Year		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
IDIS Activity		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Activity Name		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Press <Enter> to display the Maintain Activity Funding screen (C04M004).			

Grantees may distribute HOME CHDO Reserve subgrant funds to one or more CHDOs. You can quickly identify each CHDO by its recipient UOG Number. (The UOG Code will be identical to the parent grantee; the UOG number will be unique.)

In the example, lines two and three both contain a CHDO Reserve funding source. Line two identifies CHDO 429011/00002 and line three identifies CHDO 429011/00003.

		< SOURCE >				< RECEIP >			
SEL	PGM	FND	U O G		U O G		AMOUNT AVL.	FUNDED FROM	DRAWN FROM
	CD	TYP	TYP	CD/NUM	TYP	CD/NUM	FOR FUNDING	THIS GRANT	THIS GRANT
-	M	PI	UC	000001	LG	429011	0.00	0.00	0.00
				00001		00001			
-	M	CR	UC	429011	CD	429011	74294.47	0.00	0.00
				00001		00002			
-	M	CR	UC	429011	CD	429011	1225.03	0.00	0.00
				00001		00003			
-	S	EN	UC	000001	LG	429011	0.00	0.00	0.00
				00001		00001			



SEE:

Chapter 6: Subfunding and Subgranting for a description of how subfunds are set up and maintained in IDIS.

How To Complete This Screen:



SEL

Where appropriate, type in the following data. (If the data typed does not fill the field, or if no data is appropriate, press <Tab> to go to the next field.)

When you have completed the field on this screen, press <Enter> to go to the Maintain Activity Funding screen (C04MO05).

- Type **X** next to the grant, subfund, receipt fund, or subgrant that you want to use to fund this activity.
- Effective with Version 6.7, CDBG entitlement grantees and all HOPWA grantees must enter program-specific setup information for non-admin activities before they can be funded. (HOME non-admin activities have always required setup information before funding.) If you try to fund a CDBG or HOPWA activity that is missing setup data, IDIS will display an error message listing each missing field and the screen name where it should be entered.

If you want to fund this activity from more than one grant, subfund, receipt fund, or subgrant, select the first funding source, enter the dollars on the next screen, then return to this screen and select another funding source.

11/20/02		09:44		MAINTAIN ACTIVITY FUNDING				C04MO04	
GRANTEE NAME: BERKS COUNTY									
CPS PROJECT: 0005		PGM YEAR: 2002		HUD ACTIVITY ID:			1602		
ACTIVITY NAME: HOUSING REHAB. PROGRAMS - C.D. OFFI									
GRANTEE ACTIVITY NBR: C02-022				ACT TOT FUNDED:			\$75,000.00		
EST. MAX. FUNDING: \$150,000.00				ACT TOT DRAWN:			\$0.00		
< SOURCE > < RECEIP >									
SEL	PGM	FND	U	O	G	U	O	G	
	CD	TYP	TYP	CD/NUM	TYP	CD/NUM	AMOUNT AVL.	FUNDED THIS GRANT	
							FOR FUNDING	DRAWN THIS GRANT	
-	B	EN	UC	000001	LG	429011	\$0.00	\$75,000.00	
				00001		00001		\$0.00	
-	B	PI	UC	000001	LG	429011	\$0.00	\$0.00	
				00001		00001		\$0.00	
-	B	RE	UC	000001	LG	429011	\$0.00	\$0.00	
				00001		00001		\$0.00	
-	M	AD	UC	000001	LG	429011	\$0.00	\$0.00	
				00001		00001		\$0.00	
-	M	CO	UC	000001	LG	429011	\$0.00	\$0.00	
				00001		00001		\$0.00	
F4 = MAIN MENU F7 = PREV F17 = UP F18 = DOWN									

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Activity-Specific Funding Details			
Grantee Name		Carried forward from the Grantee Add screen (C04MU06).	Protected field
CPS Project		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
Program Year		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
HUD Activity ID		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Activity Name		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Grantee Activity Number		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Activity Total Funded Amount		Carried forward after funds are committed on the Maintain Activity Funding screen (C04MO05). This is the total dollars that have been committed to this activity from all grants, subfunds, receipt funds, and subgrants. This amount can never exceed the amount you budgeted on the Activity Setup screen (C04MA08).	Protected field
Estimated Maximum Funding Amount		Carried forward from the Activity Setup screen (C04MA08). You cannot commit more money to an activity than you budgeted when you set up the activity on the Activity Setup screen (C04MA08). If this amount is too low, you will need to use the Revise Activity option to increase the estimated funds on the Setup Activity (C04MA08) screen.	Protected field
Activity Total Drawn Amount		Carried forward after funds are drawn down on the Create Drawdowns screen (C04MD10). This is the total dollars that have been drawn down (plus any pending drawdowns) against this activity from all grants, subfunds, receipt funds, and subgrants.	Protected field

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Program-Specific Funding Details			
Sel		Type X next to the grant, subfund, receipt fund, or subgrant that you want to use to fund this activity.	X
Program Code		The CPD program funding this activity: B CDBG H HOPWA M HOME S ESG	Protected field
Fund Type		The Grant, Subgrant, Receipt Fund, or Subfund Type: AD Administrative Subfund CC CHDO Capacity Building Fund CO CHDO Operating Expenses CR CHDO Reserved EN Entitlement SU Subgrant RL Revolving Loan Funds SF CDBG State Revolving Funds TA Technical Assistance The following fund types appear as listings on the Activity Funding screen. However, they cannot be selected as a funding source: PI Program Income Funds* RC Receivables RE Recaptured Funds *Effective on or about July, 2000, when a Program Income Receipt is generated, the amount will automatically be committed to an activity; you will not have to use Activity Funding to commit it.	Protected field
Source Type		The two-letter source type of the grant, for example MC, UC, DC, or SG. Refer to Appendix B of the IDIS Reference Manual for a list of source types.	Protected field
Source UOG Code/Number		The UOG Code and Number of the fund source. If 000001/00001 is displayed, you are viewing a subfund of the entitlement grant or the entitlement grant itself. If any other UOG code/number is displayed, it identifies the grantee that created the fund.	Protected field

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Recipient Type		The grant recipient's organization type: CO CHDO LG Local government OE Other Entity SE State Entitlement SR State Recipient States Subgranting A2 2nd level of subgrant from State to small city A3 3rd level of subgrant from small city B2 2nd level of subgrant from State to State Agency B3 3rd level of subgrant from State Agency C2 2nd level of subgrant from State to Subrecipient other than small city or State Agency C3 3rd level of Subgrant from Subrecipient Entitlement Subgranting E2 2nd level of subgrant to Subrecipient E3 3rd level of subgrant from subrecipient	Protected field
Recipient UOG Code/Number		The Unit of Government Code and Number of the organization receiving the funds.	Protected field
Amount Available for Funding		The amount available to commit to this activity from this grant, subfund, receipt fund, or subgrant.	Protected field
Activity-Specific Funding Details			
Funded From This Grant		The dollar amount committed to this activity from this grant, subfund, receipt fund, or subgrant.	Protected field
Drawn From This Grant		The dollar amount drawn down from this grant, subfund, receipt fund, or subgrant against this activity plus any pending drawdowns.	Protected field
Press <Enter> to save the information and display the Maintain Activity Funding screen (C04MO05).			


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11/20/02                MAINTAIN ACTIVITY FUNDING                C04M005
                                                                09:48
GRANTEE NAME   : BERKS COUNTY
ACTIVITY NAME  : HOUSING REHAB. PROGRAMS - C.D. OFFI
CPS PROJECT #  : 0005                HUD ACTIVITY ID   : 1602
PROGRAM YEAR   : 2002                GRANTEE ACTIVITY # : C02-022

EST MAX FND AMT:      $150,000.00 <===== CURRENT FUNDING THIS SOURCE =====>
ACT TOT FUNDED  :      $75,000.00 YEAR          FUNDED AMOUNT          DRAWN AMOUNT
ACT TOT DRAWN   :           $0.00 <--> <-----> <----->
                                     2002          $75,000.00          $0.00

<----- THIS SOURCE ----->
PROGRAM CODE   : B
SRCE UOG CD/NM: 000001/00001
SOURCE TYPE    : UC
RECIP UOG CD/NM: 429011/00001
RECIP TYPE     : LG
FUND TYPE      : EN

AMT AVAILABLE  :           $0.00
FUNDED THIS SRC:      $75,000.00
DRAWN THIS SRCE:      $0.00

F4 = MAIN MENU      F7 = PREU      F9 = SAVE      F17 = UP      F18 = DOWN
    
```

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Grantee Name		Carried forward from the Grantee Add screen (C04MU06).	Protected field
Activity Name		Carried forward from the Setup Activity screen (C04MA01).	Protected field
CPS Project #		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
HUD Activity ID		Carried forward from the Setup Activity screen (C04MA01).	Protected field
Program Year		Carried forward from the Consolidated Plan or the Add Project screen (C04MK01).	Protected field
Grantee Activity #		Carried forward from the Setup Activity screen (C04MA01).	Protected field

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Activity Total Funded Amount		Carried forward after funds are committed on the Maintain Activity Funding screen (C04MO05). This is the total dollars that have been committed to this activity from all grants, subfunds, receipt funds, and subgrants. This amount can never exceed the amount you budgeted on the Activity Setup screen (C04MA08).	Protected field
Estimated Maximum Funding Amount		Carried forward from the Activity Setup screen (C04MA08). You cannot commit more money to an activity than you budgeted when you set up the activity on the Activity Setup screen (C04MA08).	Protected field
Activity Total Funded		This is the total dollars that have been funded for t this activity from all grants, subfunds, receipt funds, and subgrants.	Protected field
Activity Total Drawn		Carried forward after funds are drawn down on the Create Drawdowns screen (C04MD10). This is the total dollars that have been drawn down (plus any pending drawdowns) against this activity from all grants, subfunds, receipt funds, and subgrants.	Protected field
This Source			
Program Code		The CPD program funding this activity: B CDBG H HOPWA M HOME S ESG	Protected field
Source Type		The two-letter source type of the grant, for example MC, UC, DC, or SG. Refer to Appendix B of the IDIS Reference Manual for a list of source types.	Protected field
Source UOG Code/Number		HUD's Unit of Government Code and Number.	Protected field
Source Type		The two-letter source type of the grant, for example MC, UC, DC, or SG. Refer to Appendix B of the IDIS Reference Manual for a list of source types.	Protected field
Recipient UOG Code/Number		The Unit of Government Code and Number of the organization receiving the funds.	Protected field

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Recipient Type		<p>The grant recipient's organization type:</p> <p>CO CHDO LG Local government OE Other Entity SE State Entitlement SR State Recipient</p> <p>States Subgranting A2 2nd level of subgrant from State to small city A3 3rd level of subgrant from small city B2 2nd level of subgrant from State to State Agency B3 3rd level of subgrant from State Agency C2 2nd level of subgrant from State to Subrecipient other than small city or State Agency C3 3rd level of Subgrant from Subrecipient</p> <p>Entitlement Subgranting E2 2nd level of subgrant to Subrecipient E3 3rd level of subgrant from subrecipient</p>	Protected field
Fund Type		<p>The Grant, Subgrant, Receipt Fund, or Subfund Type:</p> <p>AD Administrative Subfund CC CHDO Capacity Building Fund CO CHDO Operating Expenses CR CHDO Reserved EN Entitlement SU Subgrant RL Revolving Loan Funds SF CDBG State Revolving Funds TA Technical Assistance</p> <p>The following fund types appear as listings on the Activity Funding screen. However, they cannot be selected as a funding source:</p> <p>PI Program Income Funds* RC Receivables RE Recaptured Funds</p> <p>*Effective on or about July, 2000, when a Program Income Receipt is generated, the amount will automatically be committed to an activity; you will not have to use Activity Funding to commit it.</p>	Protected field

DATA FIELD	REQ'D	DESCRIPTION	VALID ENTRIES
Amount Available		The amount available to commit to this activity from this grant, subfund, receipt fund, or subgrant.	Protected field
Funded This Source		The dollar amount committed to this activity from this grant, subfund, receipt fund, or subgrant.	Protected field
Drawn This Source		The dollar amount drawn down from this grant, subfund, receipt fund, or subgrant against this activity, plus any pending drawdowns.	Protected field
Current Funding This Source			
Fund Year		If you want to track funding commitments by year for your own accounting purposes, enter the fund year. Effective with Version 6.3, if you track funding by year and later need to de-obligate funds, the screen will show the amount you actually drew down for <i>that</i> year. If you enter all your funding for one year, you will not see a yearly breakdown of draws.	YYYY
Funded Amount		Type the amount (in dollars and cents) that you want to commit from the displayed grant, subfund, receipt fund, or subgrant.	\$nnnnnnnnn.nn
Drawn Amount		The amount you actually drew down for <i>this</i> year.	Protected field
Press <Enter> to save the information and return to the Maintain Activity Funding screen (C04MO04).			