Documentation:

- Part 3 that details and supports the draw
- Eloccs detail and signature form

rant BLI Voucher Ent	try			Page 1
hud CLOCCS Menu Voucher Selecti	ion Payment Entry	Payme	nt Voucher Entry	Menu A Log Off Bol
searching existing data source not collect this information, and HUD implemented the Line of C recollents fill out a voucher form	collection of information is as s, gathering and maintaining it you are not required to come Credit Control System/Voice F n for the applicable HUD programs. This information	and Url Office of timated to average de- timated to average de- timated to average de- timated to average de- timated de- timated de- timated de- timated de- timated de- timated de- timated de- de- timated de- de- de- de- de- de- de- de- de- de-	ed, and completing and reviewing , unless it displays a currently va- stem (LOCCS/VRS) to process re the necessary information order to	ncluding the time for reviewing instructions,
1. Voucher Number 039 034544	2. LOCCS Pgrm Area LBA	3		4
5. Voice Response No. 59442-95401	6. Grantee Organization	2000000		
B. Grant or Project No.	6a. Grantee Organization Til	1		
Name	Authorized	7	Available Drawdown Balance	Drawdown Amount
Grant Balance	2,300,00	0.00	571,522.00	24,568.00
Т	otal: 2,300,00	0.00	571,522.00	24,568.00
this program, in the event the fi 11. Name & Phone Number of Person completing this form	12. Name & Title of A	han necessa uthorized Sig	ry, such excess will be promptly in natory	14. Date of Request 03-23-2015
U.S.C.3729, 3802) Privacy Statement: Pu Housing and Urban Dev which will be used by H safeguard the Line of C individuals who no long the information requeste provision of the SSN is	blic Law 97-255, Final velopment (HUD) to co UD to protect disburse redit Control System (I er require access to Lo ed on the form may de voluntary. HUD uses it	ncial Integ llect all th ment data .OCCS) for OCCS have lay the pro-	rity Act, 31 U.S.C. 3512, e information (except the from fraudulent actions. from unauthorized access the thir access capability occasing of your approval us identifier for safequery	authorizes the Department of Social Security Number (SSN)) The purpose of the data is to The purpose of the data is to The data are used to ensure that promptly deleted. Failure to provide for access to LOCCS. While the ding the LOCCS from unauthorized July, except as permitted or required
				form HUD-50080-LBA-a (4/2000
	Suba Next Pay		Reset Cancel	(4)

FINANCIAL REPORTING

	HUD Lead	d Hazard Cont	rol Grant Fund		
Grant Agreement Number:	2000		DR	AFT #37 - DRAFT	
Grant Organization:	Children of the County	SO MAN DEVENORAL	est.		
Report Period:	December, Januar	y and Febuary		Year:	2013 and 2014
MAN-	HUD Lead	Hazard Cont	rol Grant Fund	S	
BUDGET CATEGORIES*	NEGOTIATED HUD SHARE BUDGET	APPROVEO LOCCS DRAWDOWNS THIS PERIOD*	PRIOR CUMULATIVE LOCGS DRAWDOWNS	CUMULATIVE LOGGS DRAWDOWNS TO DATE	AVAILABLE BALANCE
1. Personnel (Direct Labor)	\$213,891	\$14,567	\$185,379	\$199,946	\$13,945
2. Fringe Benefits	\$103,545	\$8,522	\$92,125	\$100,647	\$2,896
3. Travel	\$18,595	\$683	\$16,524	\$17,207	
4. Equipment	\$0	\$0	\$0	\$0	
Supplies and Materials	\$0	\$0	\$0	80	
6. Consultants	\$0	\$0	\$0	80	SC
6a. Sub-Totals	\$336,031	\$23,772	\$294,028	\$317,800	\$18,231
7a.	\$225,000	\$0	\$168,307	\$168.307	\$56,693
7b. P	\$183,896	\$796	\$116,364	\$117,160	
7c. Marian	\$815,889	\$0	\$715,889	\$715,889	
7d, P	\$201,595	\$0	\$125,756	\$125,756	
7e. S	\$490,092	\$0	\$293,689	\$293,689	\$196,403
Subtotal Category 7		\$796	\$1,420,005	\$1,420,801	\$495,671
8. Construction	\$0	\$0			\$0
Other Direct Costs	\$47,497	\$0	\$14,447	\$14,447	\$33,050
9z. Health Homes Initiative	524400000000000000000000000000000000000	Herman Inc.	inversity of the state of the s		SC
10. Indirect Costs	\$0	80		\$0	\$0
	\$2,300,000	\$24,568	\$1,728,480	\$1,753,048	\$546.952

* Administrative costs included in totals expended are not to exceed 10-percent.

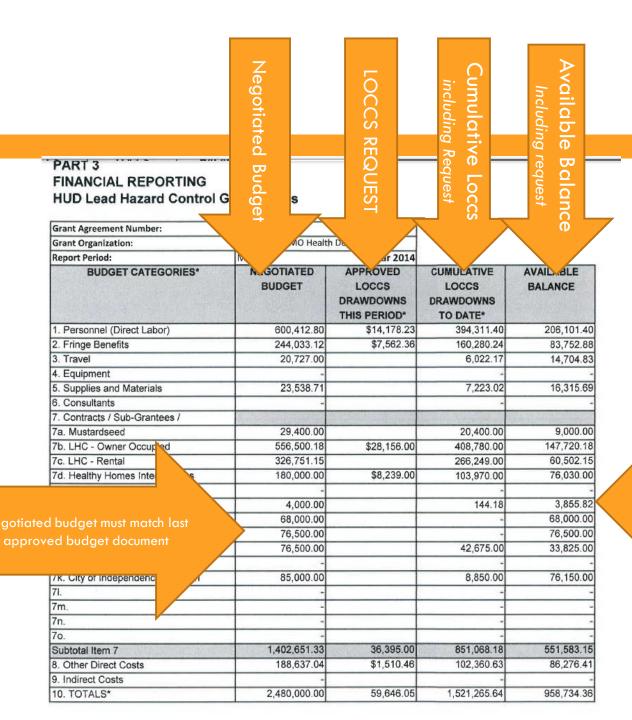
	Admi	inistrative Cos	t Summary		
BUDGET CATEGORIES*	NEGOTIATED HUD SHARE ADMIN BUDGET	APPROVED LOCCS DRAWDOWNS THIS PERIOD*	PRIOR CUMULATIVE LOCCS DRAWDOWNS	CUMULATIVE LOCGS DRAWDOWNS TO DATE*	AVAILABLE BALANCE
Personnel (Direct Labor)	\$57,688	\$0	\$57,688	\$57,688	SC
Fringe Benefits	\$28,710	\$0	\$28,710	\$28,710	SC
3. Travel	\$18,595	\$0	\$10,017	\$10,017	\$8,578
4. Equipment	\$0	\$0			\$0
Supplies and Materials	\$0	\$0			\$0
6. Consultants	SO	SO			\$0
7. Contract and Sub-Grantees	\$116,259	\$51	\$89,542	\$89.593	\$26,666
8. Construction	\$0	80			SC
9. Other Direct Costs	\$8,748	\$0			\$8,748
10. Indirect Costs	\$0	80			\$(
	\$230,000	\$51	\$185,957	\$186,008	\$43,992

* Administrative costs included in totals expended are not to exceed 10-percent.

	Match Commitment Summary	
Source of Match Funds	Eligible Activities	Amount this Quarte
In-kind contribution	staff time	\$12,137
	Match Commitment Summary	
Total Match Commitment	Total Match This Quarter	Cumulative Match
\$252,630	\$12,137	\$178,722

Grant BLI Voucher Entry Page 1 of 1 Payment Voucher Entry Voucher Selection Payment Entry **eLOCCS** U.S. Department of Housing LBA Lead-Based Paint Abatement and Urban Development Office of Public and Indian Housing Payment Voucher Public reporting burden for this collection of information is estimated to average 15 minites per response, including the time for reviewing instructions, searching adultance, adultances, gathering and maintaining the date needed, and completing and working the collection of information. This agency may not collect this information, and you are not required to complete this form, unless I displays a currently valid CMIS contrict numbers. HUD implemented the Line of Credit Control System/Voice Response System (LOCCS/VRS) to process requests for payments to grantees. Grant recipients fill out a voucher form for the applicable HUD program with all the necessary information prior to making a telephone call using a touch tone telephone to initiate the drawdown process. This information is required to obtain benefits under the U.S. Housing Act of 1937, as amended. The information requested does not lend itself to confidentiality. Box 1-8 are auto Voucher Number 2. LOCCS Pgrm Area 039-034544 LBA filled from the Voice Response No. . Grantee Organization 59442-95401 Grant or Project No. a. Grantee Organization TIN Available Drawdown Name Authorized Drawdown Amount Balance **Grant Balance** 2,300,000.00 571,522.00 24.568.00 2,300,000.00 571,522.00 24.568.00 Box 11. Should be auto filled certify the data reported and funds requested on this youther are correct and the amount requested is not in excess of immediate disbursement needs to his program. In the event the funds provided become more than necessary, such excess will be promptly returned, as directed by HUD with the name of the person who input the draw in the eloccs 03-23-2015 Varning: HUD will prosecute false claimes and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.; 31 Privacy Statement: Public Law 97-255, Financial Integrily Act, 31 U.S.C. 3512, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions. The purpose of the data is to safeguard the Line of Credit Control System (LOCCS) from unauthorized access. The data are used to ensure that individuals who no longer require access to LOCCS have their access capability promptly deleted. Failure to provide the information requested on the form may delay the processing of your approval for access to LOCCS. While the provision of the SSN is voluntary, HUD uses it as a unique identifier for safeguarding the LOCCS from unauthorized access. This information will not be otherwise disclosed or released outside of HUD, except as permitted or required form HUD-50080-LBA-a (4/2000 Cancel Next Payment (LBA CALHB057514)

Box 12 and 13 Should hold the printed name and signature of the second reviewer.



NO negative balances can result from draw being approved

FINANCIAL REPO. HUD Lead Hazard Co. Grant Agreement Number:	Admin Sub Report Breakdown			
Grant Organization:	MO Healt	h Department		
Report Period:	May	Year 2014		
Administrative Cost Summary		TO WELL TO STORE SERVICE	WENT REAL PROPERTY.	10 to
BUDGET CATEGORIES*	NEGOTIATED BUDGET	APPROVED LOCCS DRAWDOWNS THIS PERIOD*	CUMULATIVE LOCCS DRAWDOWNS TO DATE*	AVAILABLE BALANCE
1. Personnel	102,541.92	2,839.84	70,464.34	32,077.58
2. Fringe Benefits	41,683.29	1,154.39	34,070.10	7,613.19
3. Travel	20,727.00		6,022.17	14,704.8
4. Equipment			-	
5. Supplies and Materials	12,986.00		7,103.37	5,882.6
6. Consultants				
7. Contracts / Sub-Grantees /			-	
8. Other Grant Costs	17,400.00	0.46	12,292.55	5,107.4

^{*} Administrative costs included in totals expended are not to exceed 10-percent.

10. TOTALS ADMIN COSTS*

Total Award \$2,480,000 with HHI Budgeted

3,994.69

129,952.53

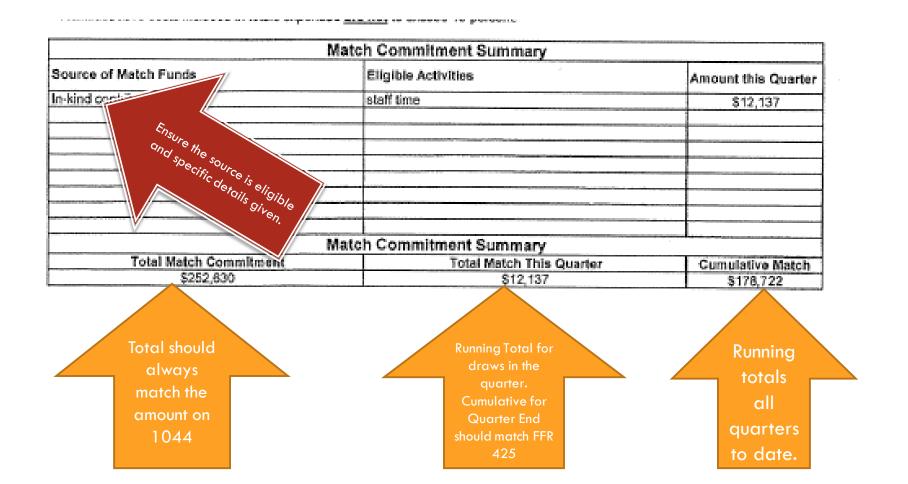
65,385.68

Minimum Direct Costs: \$ 1,612,000.00 \$ 1,806,526.19 meets

Maximum Administrative Exp: \$ 248,000.00 \$ 195,338.21 meets

195,338.21

No Negative
Balances can results
from the requested
draw.



Changes in HHGMS

Check List:

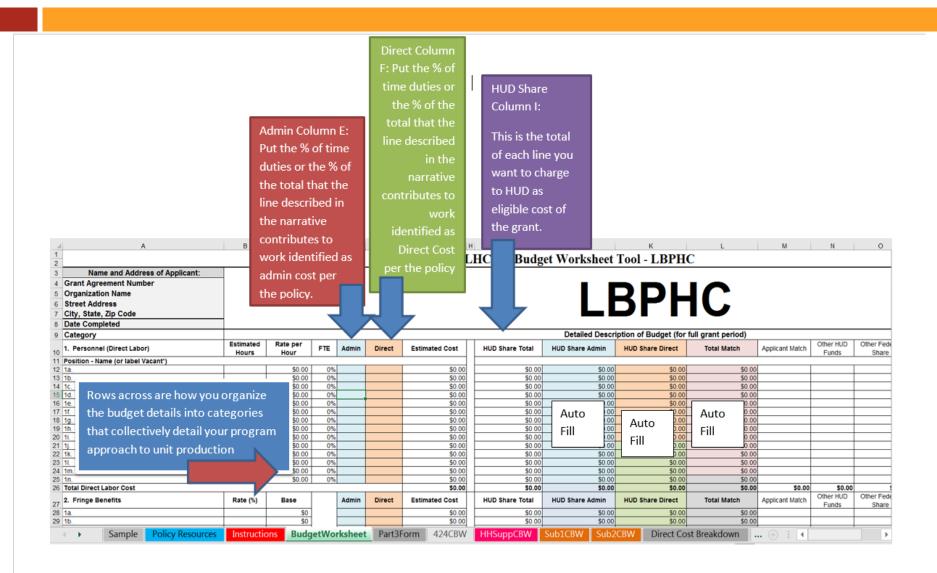
- Request under correct grant award number
- Attach all files needed
- Include invoices to support the draw in full if \$100,000
 OR if the GTR requests to see them for any reason
- Ensure the forms are filled out completely and accurately

Don't wait till the last minute

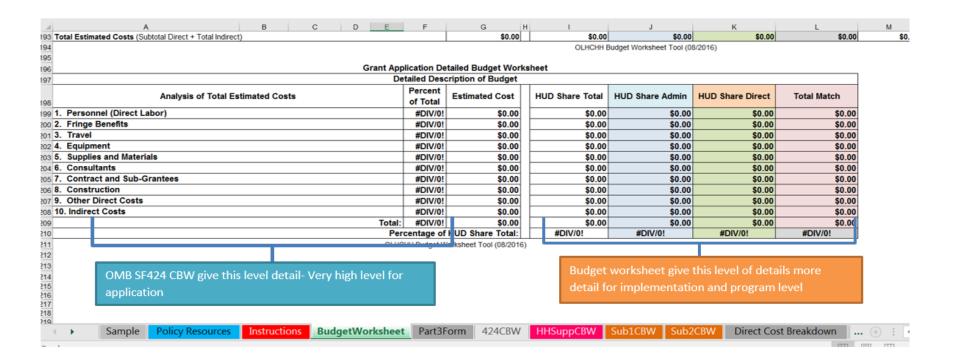
- LOCCS draws must be turned around timely per the 2
 CFR.
 - Must have correct paperwork, signed and no negative balances and include all required pieces.
 - The bigger the draw the longer it takes to review
 - Allow 5-7 business days from the day we receive all the correct and required documents to review
 - You can count the draw in your benchmarks in the quarter your bank receives the monies not the day you request it in the system or the day it is approved by this office
 - Make more frequent smaller draws to stay on track

Budget Form Worksheet

- What are the columns for?
- What are the rows for?
- What are eligible costs?
- What are the classifications of eligible cost?
 - Direct
 - Admin
 - Indirect
 - Other Direct



NO Guessing....



Budget Narrative

- All budget CBW's must have a narrative including HHSupp and sub budgets.
- □ MHA\$
 - They guide you and us to what is an acceptable expense under the line you created. The budget form doesn't allow for detail which is why you detail out:
 - Who can draw
 - How much per
 - How much total
 - Types of materials and goods that an invoice can include

Changing your budget

- ANY amount of change per line, new line, change in staff must be requested to be reviewed and approved by your GTR in HHGMS as a minimum.
- □ IF you are asking to move more than 10% per line than the same requirement PLUS the GO must approve the move in funds.
- It is expected that there will be some changes in your PLANNED budget.
 - Don't wait till you loccs request results in an overage that can't be paid.. Monitor and evaluate and plan to move funds in advance to cover your program design and daily needs.