



MANAGE MY GRANTS HELP DOCUMENT

Grantees can perform all functions of the Grant Management module from the Manage My Grants link. See the screenshot on the next page. You can:

1. Use the icons in the Reimburse, Extension, Milestones, and Contract columns to perform these functions for specific projects. These icons will also show you the status of individual requests related to the specific project.
2. You can use the links for Reimbursement Requests, Contract Administration, Update Milestones, and Extension Requests on the left hand side of the page. If you use these links you must select the project. These links will show you the status of all requests for a specific function. For example, if you select the reimbursement requests link you will see the status of all reimbursement requests for all projects.

NOTE: See the Help Document for the related function for step by step instructions.

You can also:

- Filter your projects by Open, Executed, Closed, and Archived. Once you change the filter you must select the Refresh button.
- Sort your projects in ascending or descending order by selecting the Project, Description, Budget, Expenditures, Balance, or End Date titles.
- Projects that are 90 days or less away from their end date will be highlighted in red.
- You can select the expenditure amount link in the expenditure column to see the payment history. Alternatively, you can select the Payment History link to the left and select a specific project.



OLGA - Manage Grants - Project Summary - Windows Internet Explorer provided by Virginia IT Partnership

https://olga.drpt.virginia.gov/ManageGrant/ProjectSummary.aspx

File Edit View Favorites Tools Help

Home > Grant Management > Manage My Grants

Welcome Reggie Smith! Last Login: 9/19/2012 8:55 AM **Logout**

Manage My Grants

Display projects: Open Executed Closed Archived **Refresh**

Contract Key:
 Unsigned
 Signed By Grantee
 Signed by Grantee & DRPT

Project	Description	Budget	Expenditures	Balance	End Date	Reimburse	Extension	Milestones	Contract
72012-48	Operating FY2012 - City of Harrisonburg Dept. of Public Transportation	\$478,580	<u>\$454,650</u>	\$23,930	6/30/2012				
73112-24	Capital FY2012 - City of Harrisonburg Dept of Public Transportation - Route Signage (Bus Stop Signs)	\$20,800	\$0	\$20,800	6/30/2012				
73112-28	Capital FY2012 - City of Harrisonburg Dept of Public Transportation - Passenger Shelters	\$50,000	<u>\$40,626</u>	\$9,374	12/31/2012				
72013-51	Operating FY2013 - City of Harrisonburg	\$605,729	<u>\$191,814</u>	\$413,915	6/30/2013				
73111-12	Flexible STP FY2011 - City of Harrisonburg - Eng/Design of Admin/Maint. Facility	\$335,000	<u>\$322,175</u>	\$12,825	6/30/2013				
73112-23	Capital FY2012 - City of Harrisonburg Dept of Public Transportation - Purchase Expansion Bus 35-ft	\$850,000	\$0	\$850,000	6/30/2013				
73112-26	Capital FY2012 - City of Harrisonburg Dept of Public Transportation - Purchase Vehicle Locator System	\$14,825	\$0	\$14,825	6/30/2013				
73112-25	Capital FY2012 - City of Harrisonburg Dept of Public Transportation - Purchase ADA Vehicle Equipment	\$177,100	<u>\$49,573</u>	\$127,527	12/31/2013				

Return