PAYMENT HISTORY HELP DOCUMENT

OVERVIEW

Grantees can select the expenditure amount in the Expenditures column of the Manage My Grants page as shown below to get the details of all payments that make up that amount for that specific project.

You can also select the Payment History button to get the same information, but you must select the project number from a dropdownbox.
Here is the main OLGA screen once the grantee logs in. Select the Grant Management link and you will see the following screen.
Select the Manage My Grants link which shows the screen on the next page which shows all projects for the grantee. Alternatively, you can select the Payment History link to see the payment history of a project, but you have to know the project number and select it.
Here is the Manage My Grants page in OLGA. Select the amount in the Expenditures column for a specific project and you will see the following screen.
If you navigate back to the Manage My Grants page and select the Payment History button to the left you will see the following screen
Select a specific project from the dropdown menu and you will see the following screen.