

HRSA Grant Program Workbook inSight User Guide

GrantSolutions

January 23, 2018

Table of Contents

OVERVIEW DESCRIPTION	1
AWARD DASHBOARD.....	2
AWARD MAP DASHBOARD	4
AWARD MAP DETAILS DASHBOARD.....	5
PENDING PROCESSING DURATION (DASHBOARD 2)	6

Overview Description

The purpose of the Grant Program Workbook is to enable comprehensive analysis into Awards associated with HRSA Grant Programs.

This user guide covers

- The status and number of Awards associated with a Grant Program
- The map displaying the Awarded Amount per state
- The details associated with each dashboard

If you have further questions about the dashboards, please feel free to view our FAQ and videos.

Award Dashboard

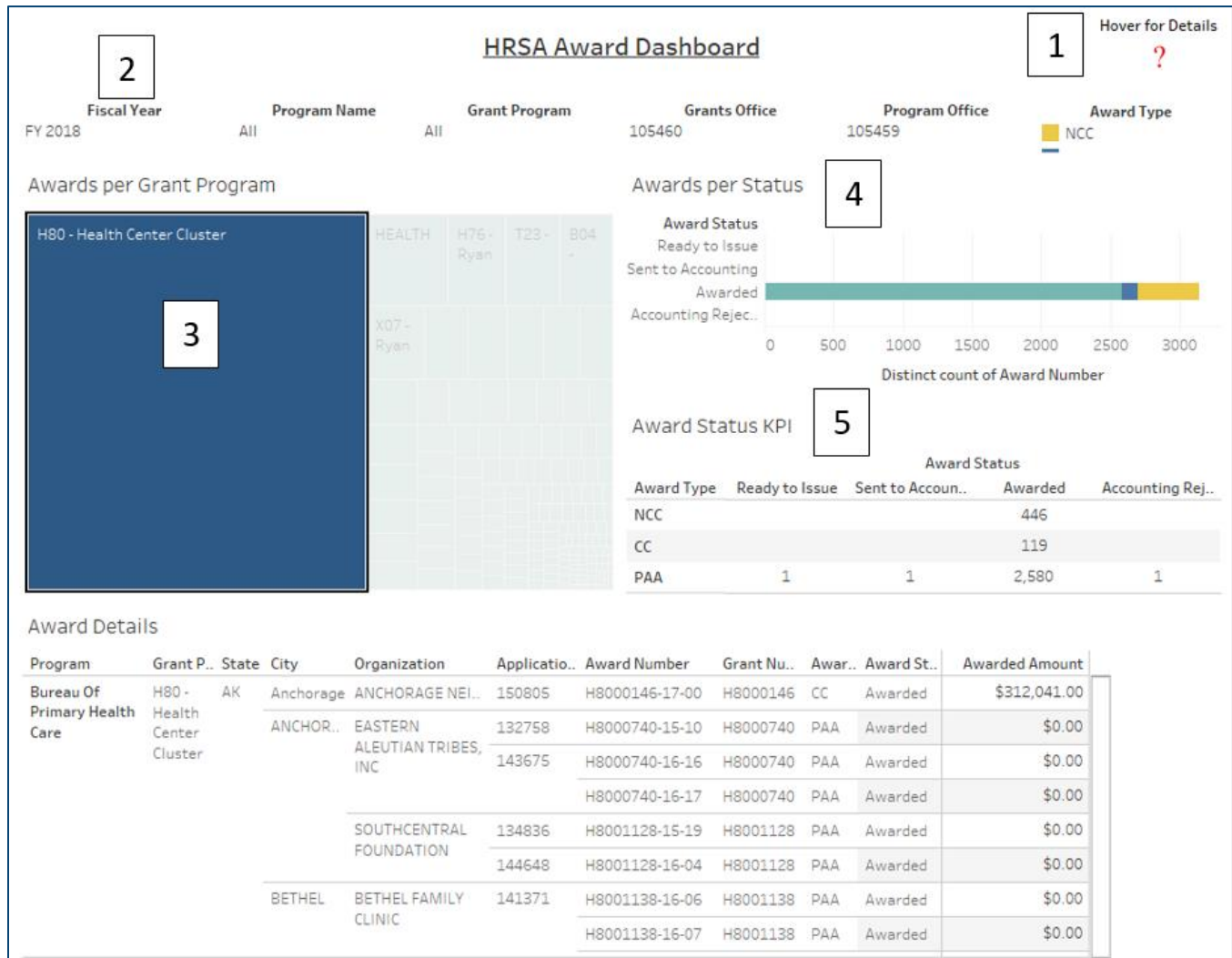


Figure 1: HRSA Award Dashboard

1. The help section of the dashboard can be viewed by hovering over the red question mark in the top right corner of the dashboard. By hovering over the question mark, you can view instructions on the dashboard you are currently viewing. Question marks can be different across dashboards so be sure to make that the first place you stop when viewing a new dashboard.
2. These are your available filters. Click the arrow next to the corresponding filter to open a multi-check box list of relevant fields. Select which fields you want to include and then click the “Apply” button in the bottom right corner of the drop down.

- Each tile within the tree map represents an individual Grand Program. The size and color of the tile is dependent upon the number of awards assigned to it. Hovering over a Grant Program will display a tooltip showing the full Grant Program name and number of Awards.
- Each bar within the chart represents the number of Awards within the corresponding status. By hovering over a status, the tree map will highlight all Grant Program which contain Awards under that status. Clicking on the status will filter all the Grant Programs on the tree map and populate the details section below.
- This is your Key Performance Indicator (KPI), which is a summary of the information being displayed in the two charts. The KPI will update as you apply the filtering options from the previous numbers. The Application Status KPI is a total of each bar from the bar chart.

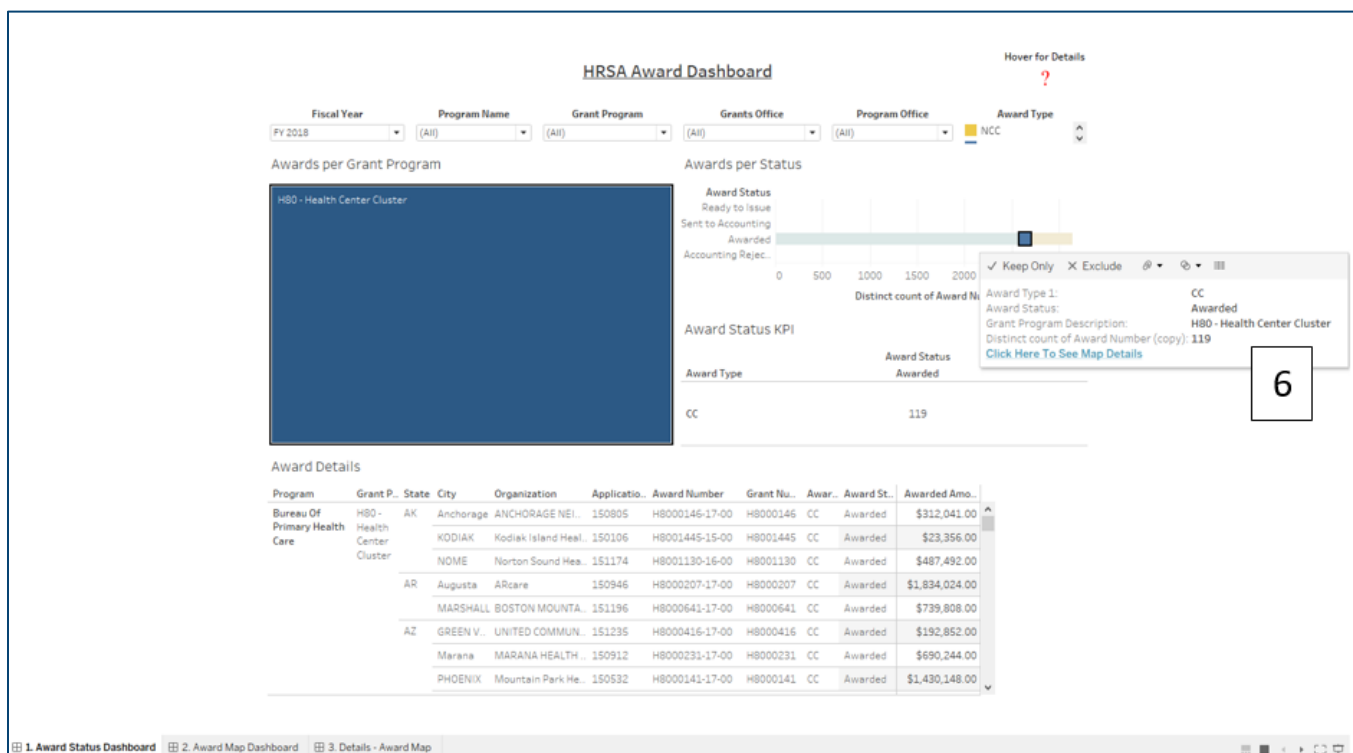


Figure 2: HRSA Award Dashboard

- Hovering over a section of the Tree Map or Bar Chart and selecting "Click Here To See Map Details" will navigate to a Map displaying the Application Count by State.

Award Map Details Dashboard

HRSA Award Map Detail

Program	Grant Program	State	City	Organization	Application Number	Award Number	Grant Number	Award Type	Award Status	Awarded Amount
Bureau Of Primary Health Care	H80 - Health Center Cluster	MI	Detroit	Detroit Community H...	151271	H8000398-...	H8000398	CC	Awarded	\$396,01
			DETROIT	Community Health &...	150834	H8000724-...	H8000724	CC	Awarded	\$514,36
			KALAMAZOO	Family Health Center...	151331	H8000336-...	H8000336	CC	Awarded	\$234,42
Grand Total										\$1,144,80

1

Figure 5: HRSA Award Map Details Dashboard

1. Hovering over a dollar amount will cause the tooltip will appear with all the information relevant to that row. This is helpful for any columns cut off due to monitor size

Pending Processing Duration (Dashboard 2)

Details									
Program	Grant Program	Grants Office	Program Office	Duration	Organization	Award Status	Amendment Type	Award Number	Recommended Federal Amount
Community Planning and Development	Housing Opportunities for Persons with AIDS	Housing Opportunities for Persons with AIDS	Housing Opportunities for Persons with AIDS	Null	Tarrant County	Ready for Final Approval	Null	TX-H17-0027-00	\$950,966
					Vermont Housing and Conservation ...	Ready for Final Approval	Null	VT-H17-0028-00	\$1,433,508
Head Start	CH - Head Start Projects	ACF/OHS Region V Grants Office	ACF/OHS Region V Program Office	Null	OHIO HEARTLAND COMMUNITY ...	Ready for Final Approval	Carryover Request	05CH8339-05-02	
Office of Family Assistance	FH - Healthy Marriage Resource Center	ACF/OFA - Family Assistance Di..	ACF/OFA - Marriage / Fatherhood	Null	ICF Incorporated, L.L.C.	Ready for Final Approval	Budget Revision	90FH0003-03-01	
	FM - Community Centered Healthy Marria..	ACF/OFA - Family Assistance Di..	ACF/OFA - Marriage / Fatherhood	Null	PUBLIC HEALTH INSTITUTE	Ready for Final Approval	Change in PI/PD	90FM0090-03-01	
Grand Total									\$2,384,474

Figure 6: Pending Processing Duration - Details

After selecting the link from the previous screen, you will be taken to the Details page.

1. Each Details page will have a color-coded Grand Total for each Application Type at the bottom.