

Session #5

Loan and Grant Funding and Cash Management

**Direct Loan, Pell Grant, Teach Grant, Iraq and Afghanistan
Service Grant (IASG), and Campus-Based Programs**

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U.S. Department of Education

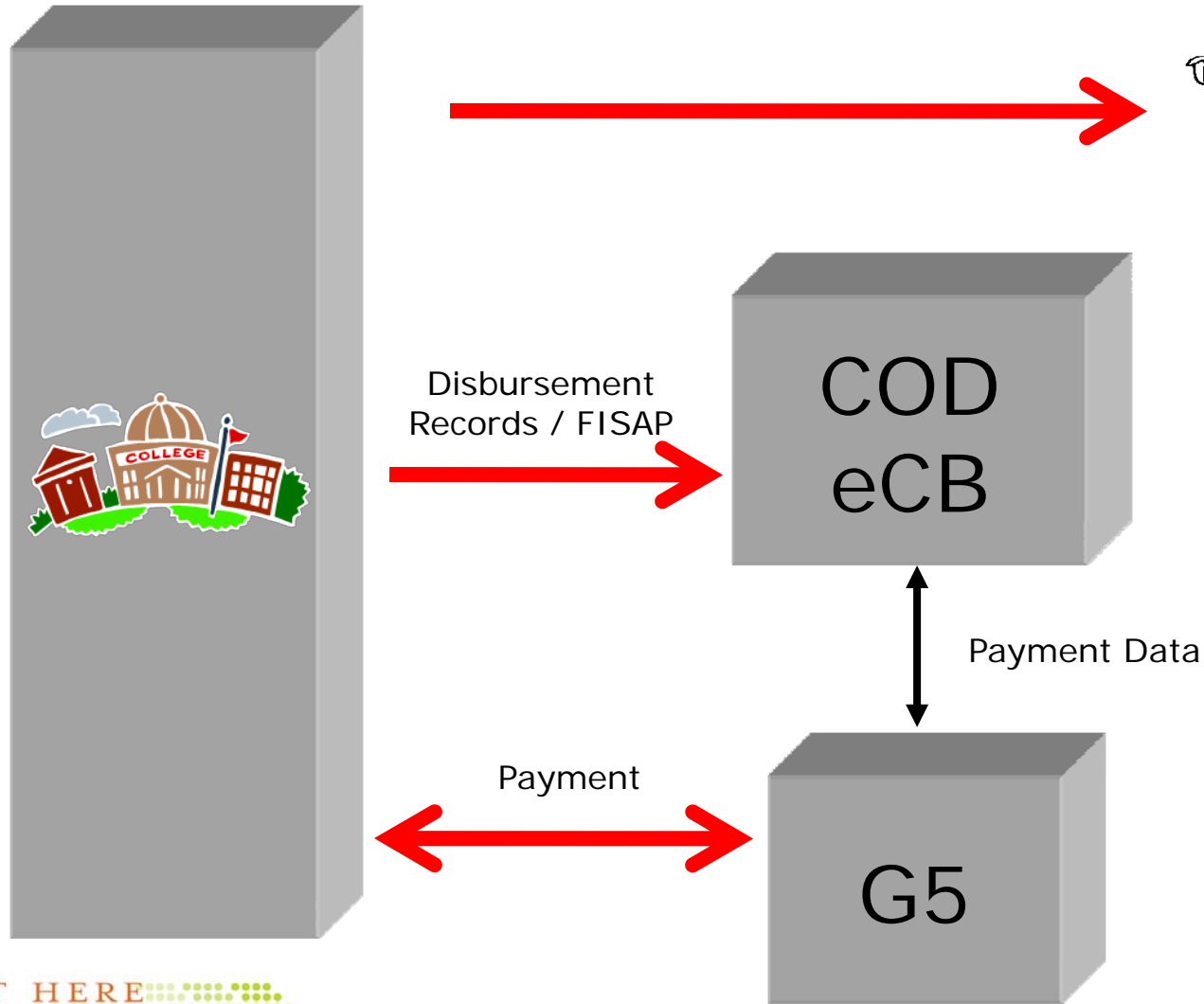
Agenda

- Title IV Funding Commonalities
- Title IV Programs
 - Direct Loan
 - Pell Grant
 - TEACH Grant
 - Iraq and Afghanistan Service Grant (IASG)
 - Campus-Based Programs
- G5

Title IV Funding Commonalities

- Cash requested and returned through G5
 - Banking
 - Funds associated with school's DUNs number
- Funds are award year and program specific
- Managing FSA funds
 - 3-day rule
 - 30-day reporting requirement
 - Reconciliation requirements

Follow the Money



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G5 – Obtain Title IV Funds

- Department of Education's payment system
- Provides location for all school payment processes
 - Drawdowns
 - Drawdown adjustments
 - Refunds
 - G5 funding reports

Bank Accounts

- G5 must have a designated bank account to which it can send Title IV cash
- Schools may establish one or multiple federal funds bank accounts
 - Must be able to identify different types of Title IV funds
- Designate a bank account for processing refunds

Grantee vs. Payee DUNS

Grantee DUNS Number	<ul style="list-style-type: none">• DUNS number of the recipient who applied for and was awarded a grant
Payee DUNS Number	<ul style="list-style-type: none">• DUNS number used to process payments• Linked to bank account(s)• Users register with their Payee DUNS when requesting access to process payments/refunds/adjustments via G5

Typically Grantee and Payee DUNS numbers are the same.

Variance occurs when a Grantee selects another DUNS to manage their payment/refund/adjustment requests.

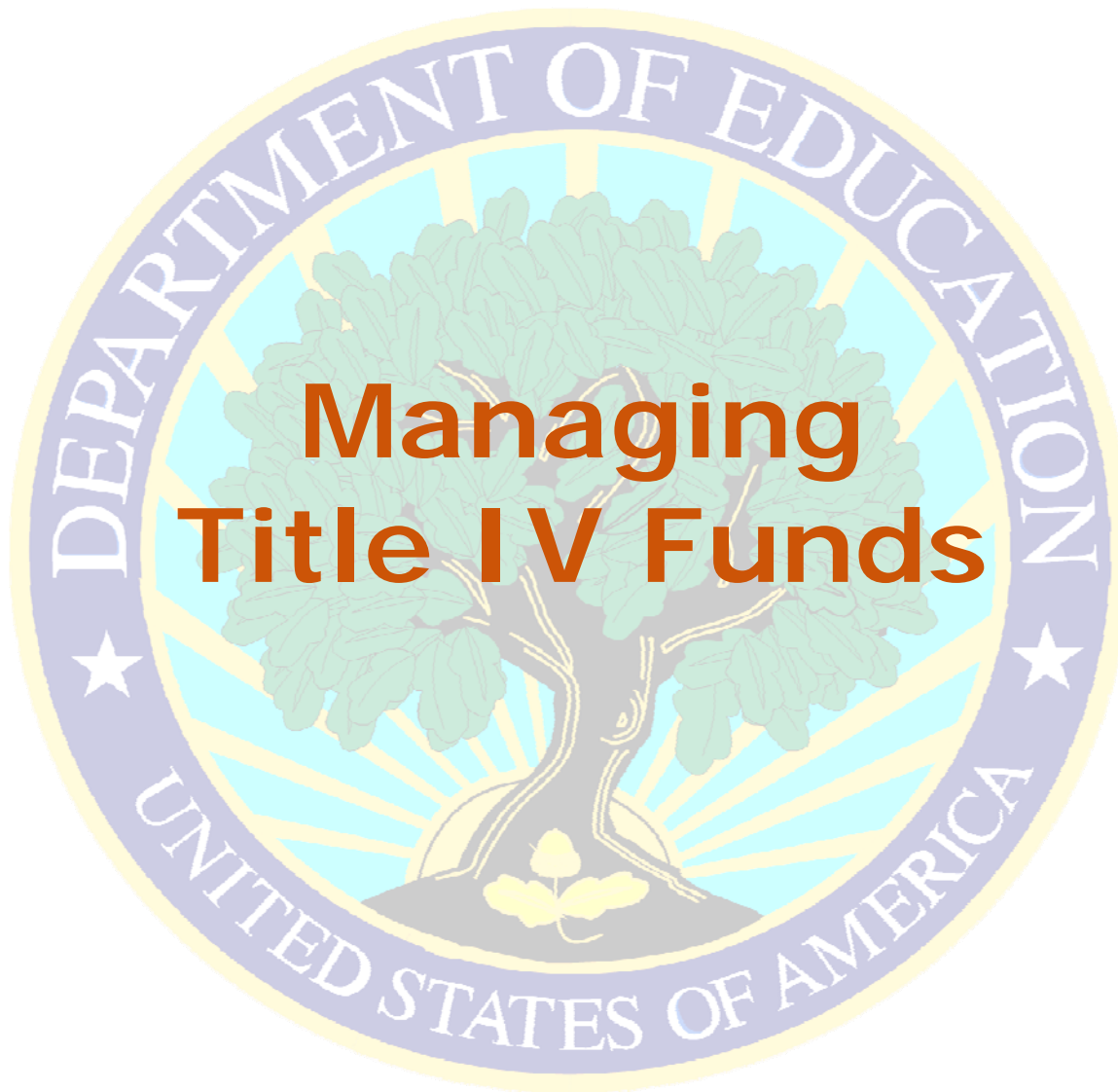
DUNS Registration

- Register DUNS at Central Contractor Registration
 - www.ccr.gov
 - Allow five days for new registration process
 - Allow two days for renewal
- Must renew within 12 months of your previous registration
- Assistance with registration is available at CCR Federal Service Desk
 - Call: 866-606-8220

G5 Award Numbers

G5 Award Numbers are program and award year specific.

Program	G5 Award Number	Award Year
Direct Loan	P268K12####	Trailing Year
TEACH Grant	P379T12####	Trailing Year
Pell Grant	P063P11####	Leading Year
IASG	P408A11####	Leading Year
Campus-Based	FWS: P033A11#### SEOG: P007A11####	Leading Year



Managing Title IV Funds



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Fiduciary Responsibility

- Schools have a responsibility to:
 - Safeguard FSA funds
 - Ensure FSA funds are used for intended purposes
 - Return funds on student's behalf to loan programs
 - Return to ED funds that cannot be used as intended

Title IV Excess Cash

- School must disburse Title IV funds to a student within three business days of receiving the funds in its federal funds bank account
- Title IV funds that are not disbursed before this deadline are Title IV excess cash



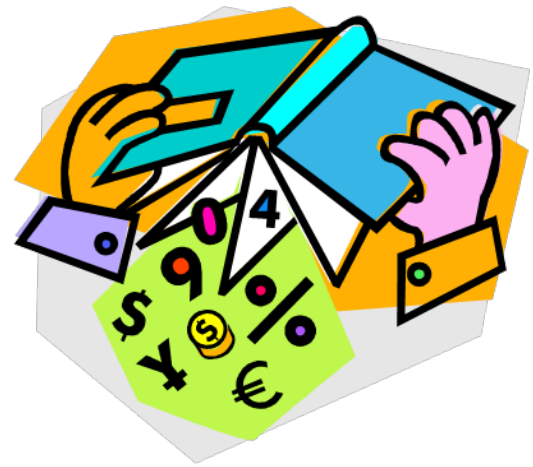
Excess Cash Tolerance

- Does not exceed 1% of prior year drawdown
- Must return after seven days



Cash Management

- 30-day reporting requirement
 - 685.301(d) Direct Loan
 - Federal Register June 7, 2011 (Grants)
- 3-day cash rule
 - 668.162(b)
- Monthly reconciliation
 - 685.102(b) Direct Loan



Recovery of Unclaimed Funds

- Student credit balance check mailed and comes back or EFT rejected
 - School has 45 days to either return funds to ED or to try to disburse again
 - May continue trying so long as unclaimed funds are returned to ED within 240 days of when check or EFT was issued
- Student credit balance check mailed but is never cashed
 - School has 240 days to return funds to ED



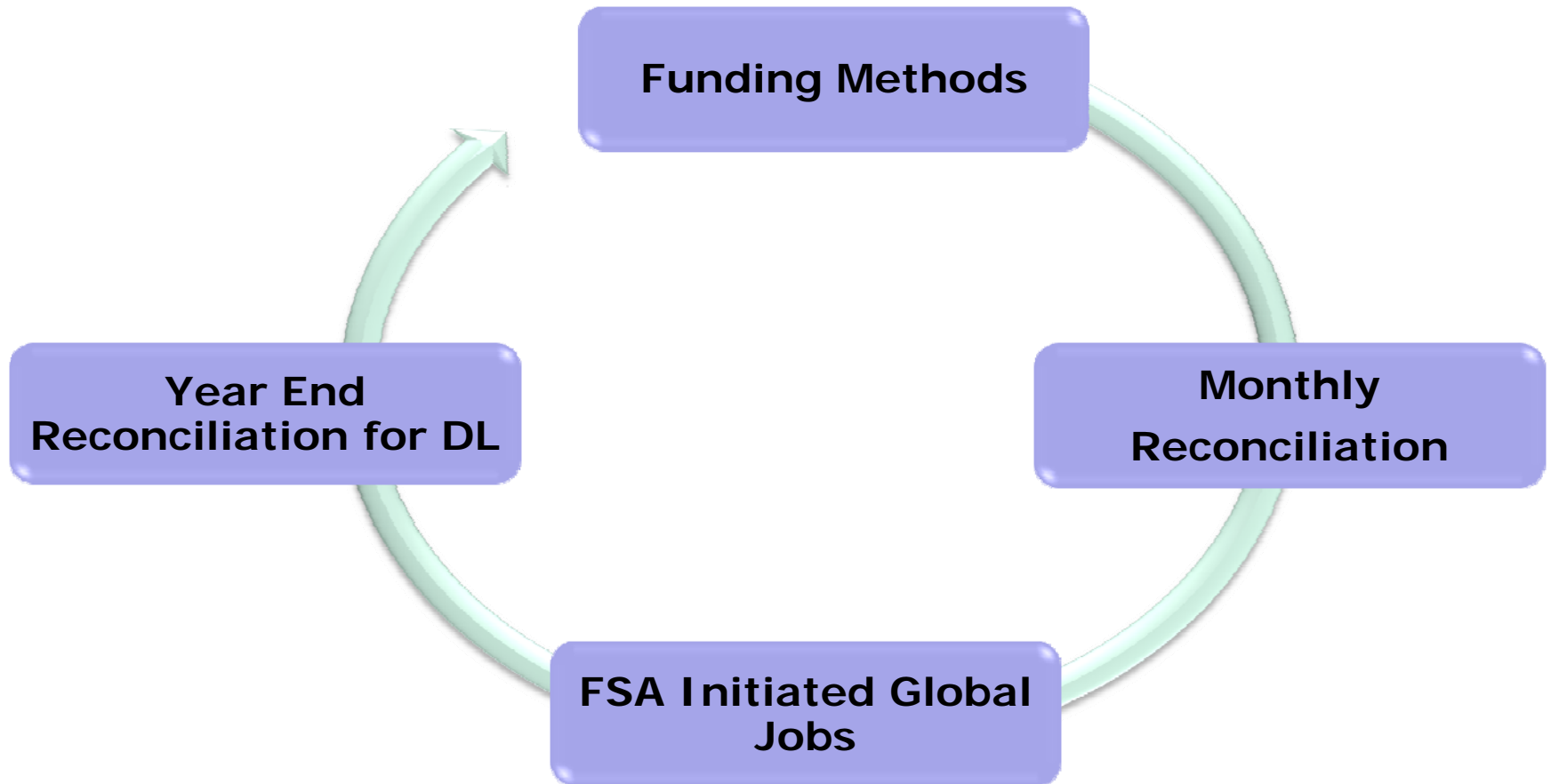
COD Daily Funding Process

Disbursement records drive
Current Funding Level (CFL)

Deadlines

10:30 a.m. ET in COD – Same day in G5
10:00 p.m. ET in COD – Next day in G5

DL Funding Lifecycle



DL Funding Methods

- Advance Funding/HCM1
 - Initial authorization - Spring
 - Subsequent increase late November
- Foreign Schools
 - No initial authorization
 - Accepted actual disbursements increase funding
- HCM2/Reimbursement
 - Funds requested by FSA

DL Funding Example

- Initial authorization
 - March/April 2012 for advance funded or HCM1 schools
 - Late June 2012 for all schools
- Daily processing
 - Once COD accepts Direct Loan records for 2012-13
- Monthly reconciliation
- Closeout - July 31, 2014
 - Remaining available funds reduced to net drawdowns

DL Advance Funded/HCM1

- Approximately 60-65% of the amount of the disbursement records on file from the previous year
- Increase in mid-year
- Need additional funds?
 - Send in actual disbursements up to seven days in advance
 - Call COD Customer Service to request an increase (must not have any unsubstantiated funds)

DL Funding Information

- Funding can be at the location level
 - Example: Gcode or Ecode
- Award in G5 is specific to the Direct Loan school code that originated the loan
- Actual disbursements will only be accepted if origination record is linked to an active Pnote

DL Advance Funding Method

- Advance funding method
 - Request \$, Credit, Report
 - Report, Request \$, Credit
 - Credit, Report, Request \$
- Can report actual disbursements up to seven days in advance
- Must report actual disbursements within 30 days of disbursement date

New DL Actual
Disbursement Listing
Available!

DL Reconciliation

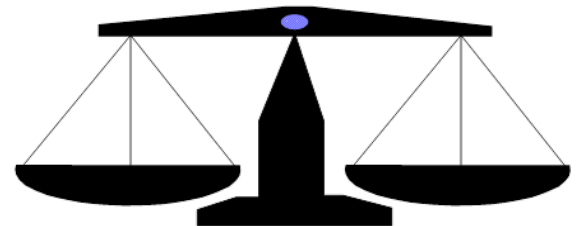
- Monthly reconciliation required
 - Documentation of efforts
 - School Account Statement
 - YTD, monthly or both via SAIG
 - Cash, loan and disbursement detail by award year
- School monitoring e-mail from COD

DL Reconciliation

- Internal reconciliation
 - Comparison of Business Office records of funds requested, received, disbursed, and returned to Financial Aid Office records of funds awarded
- External reconciliation
 - Comparison of reconciled internal records to ED's records of loans originated and disbursed

DL Reconciliation vs. Closeout

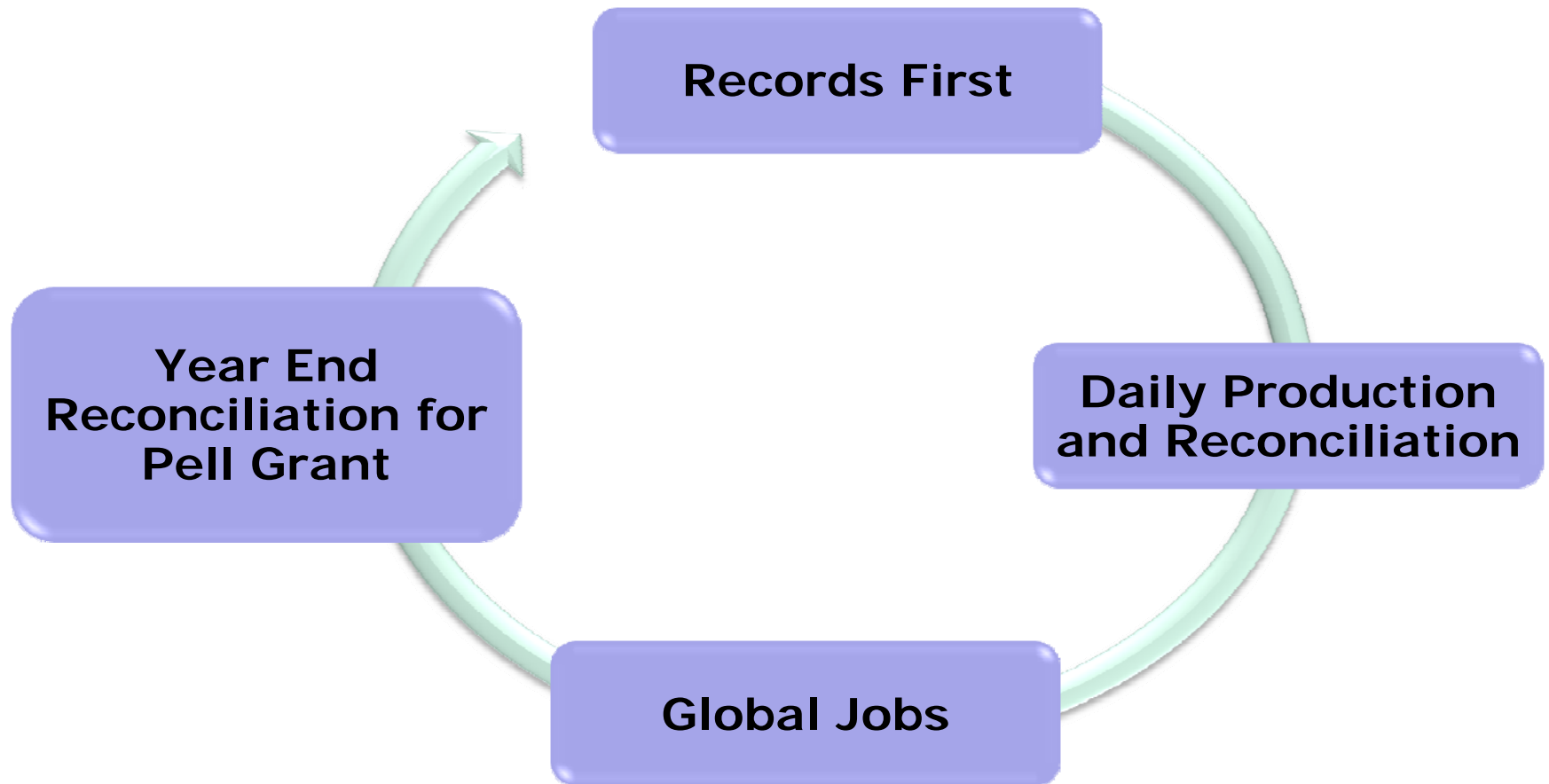
- Monthly reconciliation
 - Compare your records with the Department's to identify and account for discrepancies
 - Ending Cash Balance (ECB) allowable at \$0
- End-of-Year closeout
 - Ensure that all records are processed and all cash is accounted for and reconciled
 - ECB must = \$0



COD Initiated Activity for DL

What	When	How
Initial Authorizations		
All schools	Spring prior to award year start date	COD funding information screen IFAP Announcement G5
Funding Adjustments		
<ul style="list-style-type: none"> The schools submit disbursement information throughout the award year FSA initiated second increase 	<ul style="list-style-type: none"> With funded disbursement activity Late November 	COD funding information screen G5
Closeout		
Global reduction to G5 drawdown amount	Award year closeout date (July 31, 2012) for 2010-2011 Award Year	COD funding information screen IFAP Announcement G5
Unsubstantiated Cash E-Mail		
Cash funds that are drawn in G5 but student-level records supporting the drawdown are not received within 30 days	Daily	COD customer service calls and E-mails
Reconciliation Report - SAS		
Cash and loan/disbursement level summary, monthly, YTD or both disbursement by award year	Sent to schools on a monthly basis via SAIG	Message Classes: Fixed-length Flat File Disbursement Level-DSDF12OP Comma-Delimited Disbursement Level-DSDD12OP Pipe-Delimited Disbursement level-DSDD12OP

Pell Grant Funding Lifecycle



Pell Grant Changes for 2011-12

- No initial authorization (records first)
- Elimination of two Pell Grants in one award year
- Earlier acceptance of Pell Grant records
- Cessation of ACG/SMART Grants

Cross Over Payment Periods

- Cross over payment periods
 - At least one day of the payment period must cross July 1st
 - Payment period May 1-Sept 30 may award and fund out of either award year
 - Must have a valid ISIR for that award year



Pell Grant Processing

- Funding is through the main campus only
- Accepted actual disbursements drive funding
 - i.e. “records first”
 - Submit actual disbursements up to seven days in advance
- Must resolve rejected records to increase funding
- Reconciliation will be an ongoing process

Pell Grant Admin Cost Allowance

- Three times during an award year cycle

For 2011-2012:

March 2012

August 2012

August 2013

- NO DRAWDOWNS
 - Payments sent directly to bank accounts by G5 for ACA only

Pell Grant Individual Reductions

- Potential Overaward Process (POP)
 - Occurs when more than one attended school reports disbursements for a student
 - COD system checks to make sure that the student has not received more than 100% of his/her eligibility
- COD generates MRR to schools involved
- Schools have 30 days to resolve
 - If not resolved, all Pell Grant funds for that student reduced at both schools for the entire award year


CFL Change - Global Jobs

- Three program-wide reduction of CFL jobs
 - Pell Verification W Reduction
 - ACG and SMART G5 Net Drawdown Reduction
 - Pell G5 Net Drawdown Reduction
- Why should you care?
 - Reduces available balance in G5 (unprocessed deobligation/excess cash)


CFL Change - Global Jobs

Date	Operational Task
March 2012	2009-2010 Pell Reduction to G5 Net Drawdown Reduction
April 2012	2009-2010 ACG & SMART Reduction to G5 Net Drawdown Reduction
April 2012	2011-2012 Pell First Verification W Warning and Update
August 2012	2011-2012 Pell Second Verification W Warning and Update

Global Job Messages



U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



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PersonSchoolBatchAwardServicesUser

[School Search](#)**School Correspondence Letter** [? HELP](#)

Barbara's Technical College

Reduction Message - GAPS Net Drawdown for Pell

WE RECENTLY NOTIFIED YOU THAT, AS PART OF OUR ROUTINE FUNDS CONTROL, WE WOULD DECREASE YOUR PELL GRANT CFL TO THE GAPS NET DRAWDOWN AMOUNT. SINCE YOUR CFL FOR AWARD YEAR 2008-2009 EXCEEDED YOUR GAPS NET DRAWDOWN, WE HAVE NOW DECREASED YOUR CFL BY \$848.92. WE HAVE SENT THIS DECREASE TO GAPS. YOU WILL RECEIVE AN ELECTRONIC STATEMENT OF ACCOUNT, VIA SAIG MESSAGE CLASS PGAS090P, WHICH REFLECTS THIS ADJUSTMENT IN SECTION A. IF YOU WANT FUNDING REINSTATED SO THAT YOU CAN DRAW DOWN THE FUNDS IN GAPS OR IF YOU HAVE ANY QUESTIONS CONCERNING THIS ACTION, PLEASE CALL CUSTOMER SERVICE AT 1-800-474-7268. THANK YOU.

School Information

School Summary

Financial Aid Contact

Eligibility

General

Options

Funding Info

Summary Financial Info

Refunds of Cash

Cash Activity

Events

Memos

Yearly Totals

Relationships

Balance Confirmation

Request Post

Deadline/Extended

Processing

Correspondence

Report Selection



Reduction to G5 Net Drawdown

Authorization: \$1,000,000

Drawdown: \$800,000

Reduction to G5 Net Drawdown

Updated Authorization: \$800,000

Pell Grant Verification Reduction

- Students selected for verification and reported with a status of 'W' must be updated to either 'S' (selected but not verified) or 'V' (verified)
 - Warning of reduction
 - Reduction if code is not updated
- Why should you care?
 - Negative Disbursement (ND) sent to school
 - Reduces available balance in G5 (unprocessed deobligation/excess cash)

Unprocessed Deobligation

- Excess cash
- Created when a school submits or COD creates a decrease CFL transaction below the amount already drawn

Unprocessed Deobligation

Example for School ABC:

CFL	\$1,000,000
Drawdown	\$1,000,000
Available Balance in G5	\$0

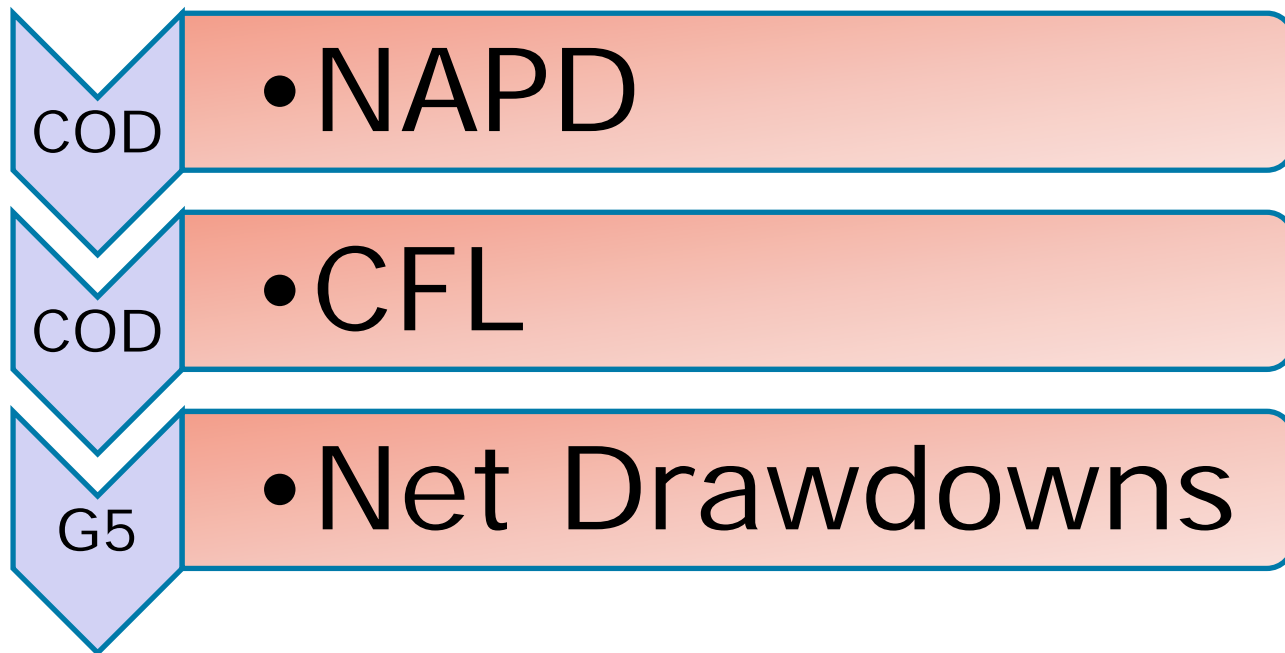
1. School submits a \$1,000 decrease = a \$1,000 UD

Available Balance in G5	\$0
School Submits Decrease	-\$1,000
Available Balance/Unprocessed Deobligation (UD)	-\$1,000

2. School must refund \$1,000 to G5, or submit a correction record in COD

Stay Reconciled

Each of the following should be equal...



Stay Reconciled

- Goal is to have a zero Pell Grant available balance for all award years
- Always verify and compare both COD and G5 systems to see available balance



School Funding Information

This is for a program year that should have been reconciled to zero.

School Summary Information

Barbara's Technical College

Enter the default selections here for Program and Award Year:

Default Program

PELL


Default Award Year


'08-'09

Contacts			Summary	
Type	Name	Phone	Award Year	Program
Pell Financial Aid Officer	John Doe	(555) 555-5555	'08-'09	PELL
			Cash > Accepted & Posted Disbursements & older than 30 days	\$0.00
			% of Cash > Accepted & Posted Disbursements	-0.0841%
			Cash > Accepted & Posted Disbursements	(\$848.92)
			Current CFL	\$1,009,397.72



School Funding Information

 U.S. DEPARTMENT OF EDUCATION
COMMON ORIGATION & DISBURSEMENT



PersonSchoolBatchAwardServicesUser

School Search

School Funding Information [? HELP](#)

Barbara's Technical College

Funding Information

Program Award Year

Entity ID	04345389
Initial CFL	\$345,992.00
Current CFL	\$1,009,397.72
Previous CFL	\$1,010,246.64
CFL Adjustment	(\$848.92)
Last CFL Change Date & Time	03/16/2011 07:35:52
Available Balance	\$0.00
Cash > Net Accepted & Posted Disbursements	(\$848.92)
Net Accepted & Posted Disbursements	\$1,010,246.64
Net Drawdowns	\$1,009,397.72

Reduction
to Net
Drawdown

G5 Award Balance

G5 Empowering the grant community.

Main Grant Setup Grant Maintenance Payments G5 Admin Reports

You are here: External Award Activity

[External AwardActivity History Report](#)

Browse the selected report below. You may search within certain sections of the report and use key terms, to view more specific report results.

Start Date (MM/YYYY) 10/2008 End Date (MM/YYYY) 10/2011

Search Report PR/Award No Key Terms A123B456

Run Report

[Export to CSV File](#) [Export to PDF](#) Total: 1 Page 1 of 1 [Show All Awards](#)

U.S. Department of Education - EDCAPS G5
G5 - External Award Activity History Report
As of Thu Oct 13 14:42:50 EDT 2011

Award No.	Recipient Reference No.	Net Authorizations*	Total Draws	Total Refunds	Total Returns	Net Adjustments**	Net Draws***	Last Date to Draw Funds	Current Available Balance
A123B456		\$663,405.72	-\$1,001,857.44	\$5,507.36	\$0.00	-\$254.64	-\$996,604.72	10/31/2014	\$0.00

* Total increase & decrease in Authorization
** Total increase & decrease in Adjustments
*** Total Expenditure (Draws + Refund + Return + Adjustment)

[Export to CSV File](#) [Export to PDF](#) Total: 1 Page 1 of 1 [Show All Awards](#)

G5 displays \$0 current available balance.



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Pell Grant Reconciliation Tools

- Reconciliation file
 - Summary level by student
 - Mass e-mail to all schools in September
- Year-to-Date (YTD) file
 - Disbursement level by student
 - Can be requested on the COD web or by contacting COD Customer Service
- Message classes 2012/2013
 - Reconciliation: PGRC13OP
 - YTD: PGYR13OP

Closeout/Reconciliation

For Award Year 2011-12, schools should be reconciled by September 30, 2012.

Must closeout within...

- Pell Grant: Five years
- ACG and SMART Grants:

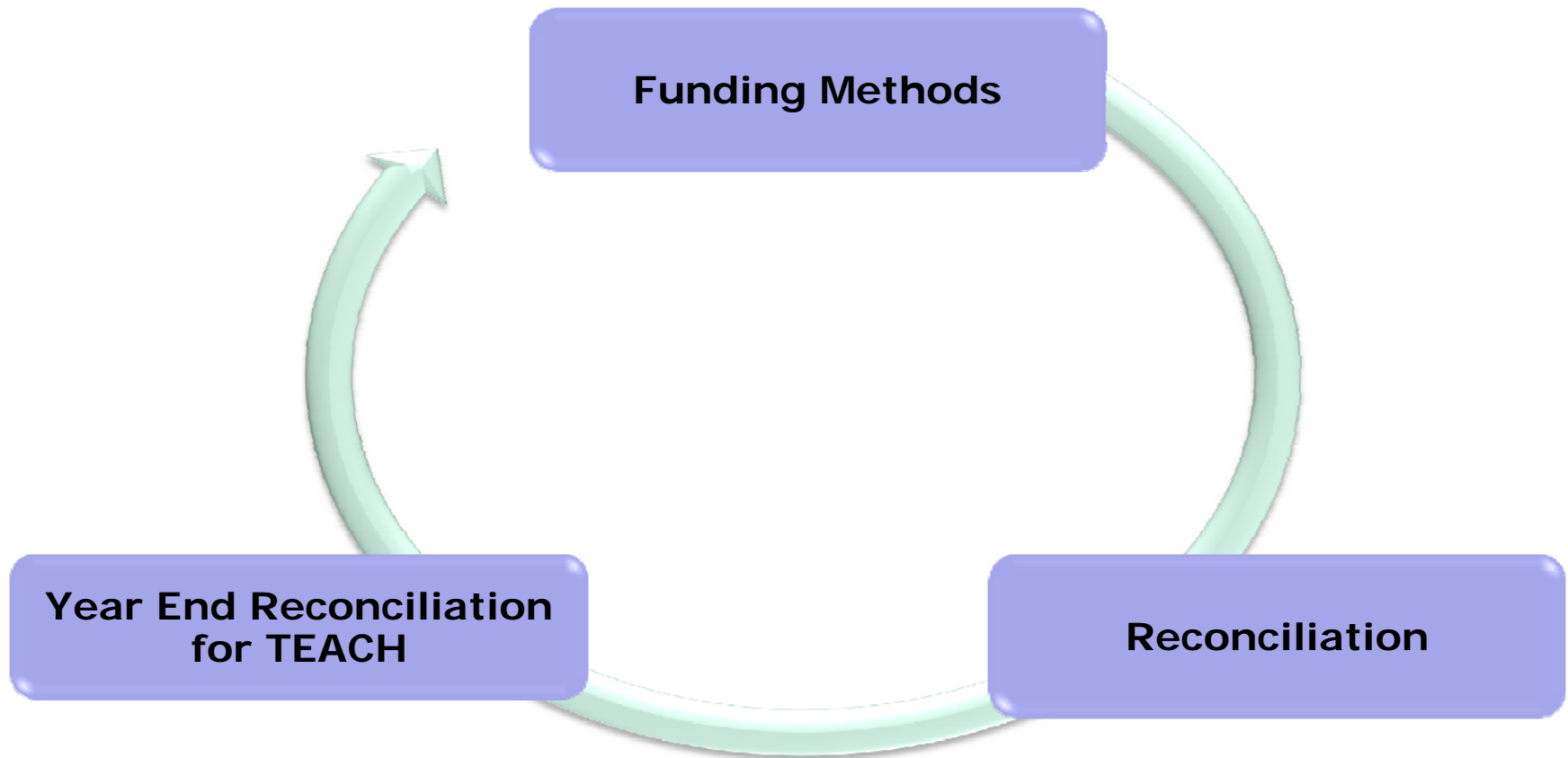
Funding Cancels	Cessation of ACG and SMART Grant Processing Events
9/30/2012	Processing 2007-2008 ACG and SMART Grants
9/30/2013	Processing 2008-2009 ACG and SMART Grants
9/30/2015	Processing 2009-2010 ACG and SMART Grants
9/30/2016	Processing 2010-2011 ACG and SMART Grants

Post-Deadline Processing

Post-deadline processing is provided for extended processing, audit adjustment, and resolution of POP situations.

- By September 30, data must be submitted following the end of the award year in which the Pell Grant is processed
- Schools request on the COD website - School menu
- Request only when you are ready to submit

TEACH Funding Lifecycle



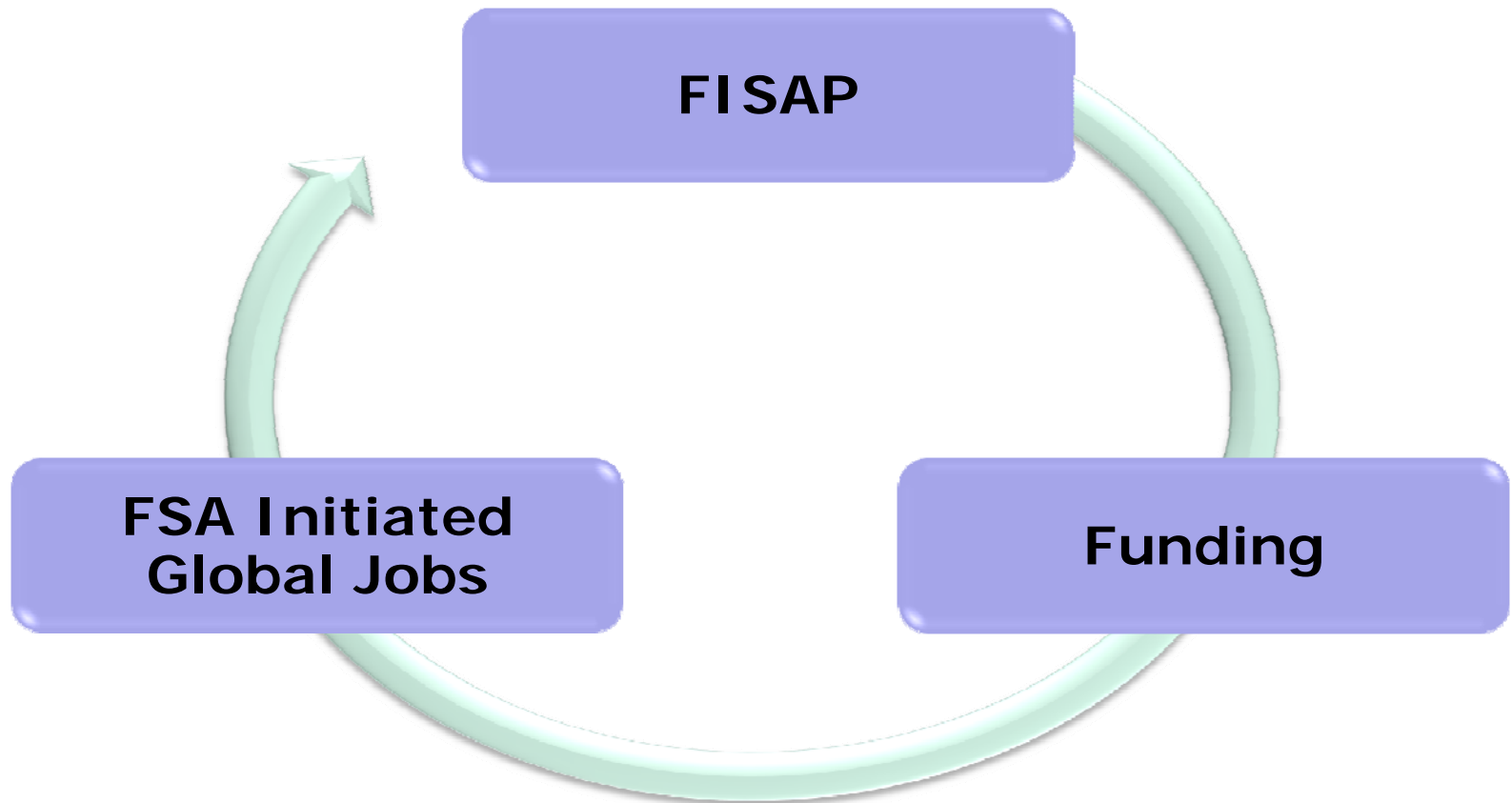
TEACH Funding Lifecycle

- No initial authorization - Records first
- Recipient must complete TEACH Grant entrance counseling and new agreement to serve each year before disbursements will accept
- Reconciliation similar to Direct Loans
 - SAS produced monthly
 - Year end close out September 30
 - Available balance reduced to net draws

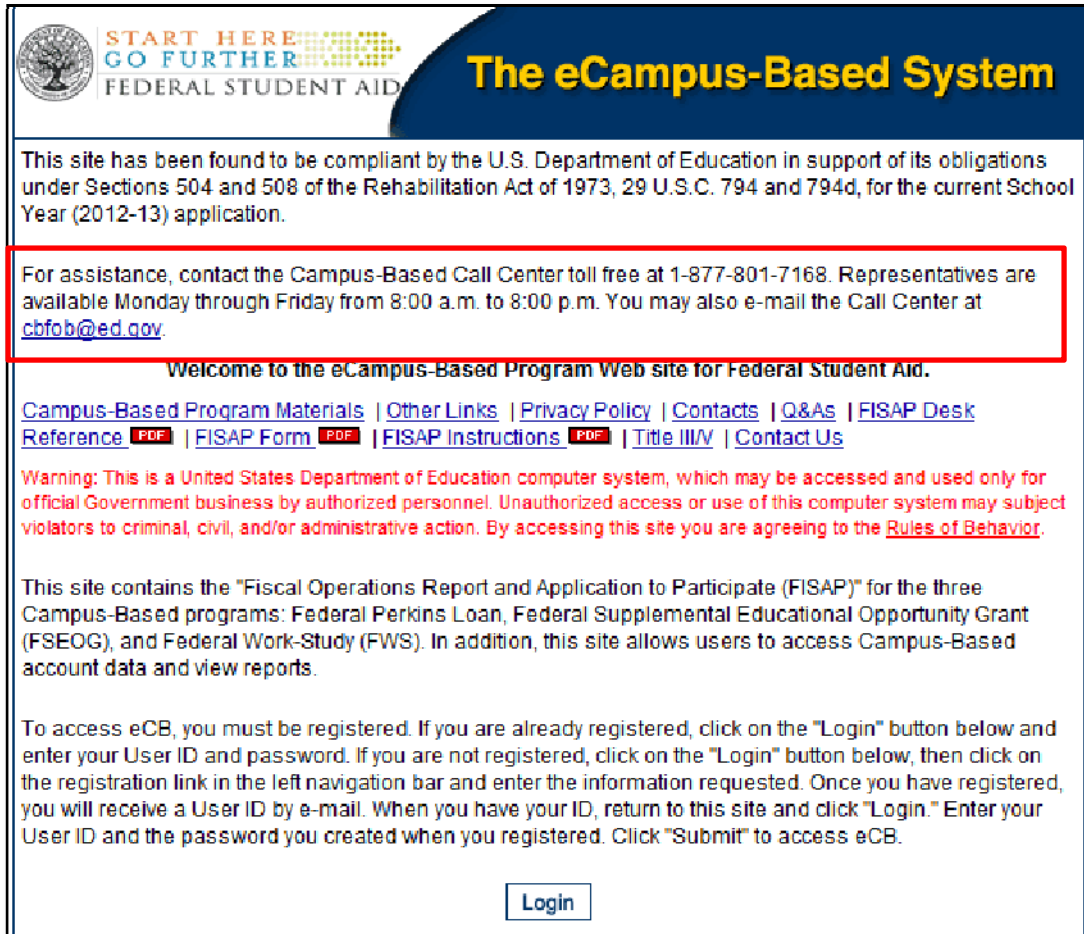
I ASG Funding Lifecycle

- Iraq & Afghanistan Service Grant
- School submits disbursement as anticipated on COD website (DRI = 'false')
- FSA generates award in G5
- Manual SOA generated
- School creates payment request in G5
- Reconcile SOA with G5
- No COD initiated activity


Campus-Based Lifecycle



eCampus-Based System



The screenshot shows the homepage of the eCampus-Based System for Federal Student Aid. At the top left is the Department of Education logo and the text "START HERE GO FURTHER FEDERAL STUDENT AID". To the right is a blue banner with the title "The eCampus-Based System" in yellow. Below the banner, a paragraph states that the site is compliant with the Rehabilitation Act of 1973. A red rectangular box highlights a contact section for the Campus-Based Call Center, including a toll-free number and an email address. Below this is a "Welcome" message and a row of links for program materials, other links, privacy policy, contacts, Q&As, FISAP desk reference, FISAP form, FISAP instructions, Title III/IV, and contact us. A warning message follows, stating that the system is for official government business only. Then, a paragraph describes the site's purpose for the three campus-based programs: Perkins Loan, FSEOG, and FWS. A final paragraph explains the registration and login process. At the bottom center is a "Login" button.




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The eCampus-Based System

This site has been found to be compliant by the U.S. Department of Education in support of its obligations under Sections 504 and 508 of the Rehabilitation Act of 1973, 29 U.S.C. 794 and 794d, for the current School Year (2012-13) application.

For assistance, contact the Campus-Based Call Center toll free at 1-877-801-7168. Representatives are available Monday through Friday from 8:00 a.m. to 8:00 p.m. You may also e-mail the Call Center at cbfob@ed.gov.

Welcome to the eCampus-Based Program Web site for Federal Student Aid.

[Campus-Based Program Materials](#) | [Other Links](#) | [Privacy Policy](#) | [Contacts](#) | [Q&As](#) | [FISAP Desk Reference](#)  | [FISAP Form](#)  | [FISAP Instructions](#)  | [Title III/IV](#) | [Contact Us](#)

Warning: This is a United States Department of Education computer system, which may be accessed and used only for official Government business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. By accessing this site you are agreeing to the [Rules of Behavior](#).

This site contains the "Fiscal Operations Report and Application to Participate (FISAP)" for the three Campus-Based programs: Federal Perkins Loan, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Work-Study (FWS). In addition, this site allows users to access Campus-Based account data and view reports.

To access eCB, you must be registered. If you are already registered, click on the "Login" button below and enter your User ID and password. If you are not registered, click on the "Login" button below, then click on the registration link in the left navigation bar and enter the information requested. Once you have registered, you will receive a User ID by e-mail. When you have your ID, return to this site and click "Login." Enter your User ID and the password you created when you registered. Click "Submit" to access eCB.

[Login](#)

eCampus-Based
Homepage

[https://cbfisap.ed.gov
/ecb/CBSWebApp](https://cbfisap.ed.gov/ecb/CBSWebApp)

Provides information
on Perkins, FSEOG,
and FWS

FISAP

- FISAP = Fiscal Operations Report and Application to Participate
- Complete an online FISAP to:
 - Apply for campus-based funds for the coming award year
 - Report campus-based expenditures for the prior award year
- FISAP deadline October 1

Campus-Based Deadlines

Submission and Funding Schedule	Deadline
FISAP on the Web available to schools	August 1, 2011
FISAP Reallocation Submission to ED	August 19, 2011
FISAP Submission to ED	September 30, 2011
The Work Colleges Program Report to ED	September 30, 2011
FISAP Edit Corrections Due to ED	December 15, 2011
Tentative Awards Posted on the Web	February 1, 2012
Underuse of Funds Waiver Request Deadline	February 10, 2012
Work Colleges Application and Agreement to ED	March 9, 2012
Final Awards Posted on the Web	April 1, 2012
FWS Community Service Waiver Request to Ed	April 20, 2012

Allocation of Funds

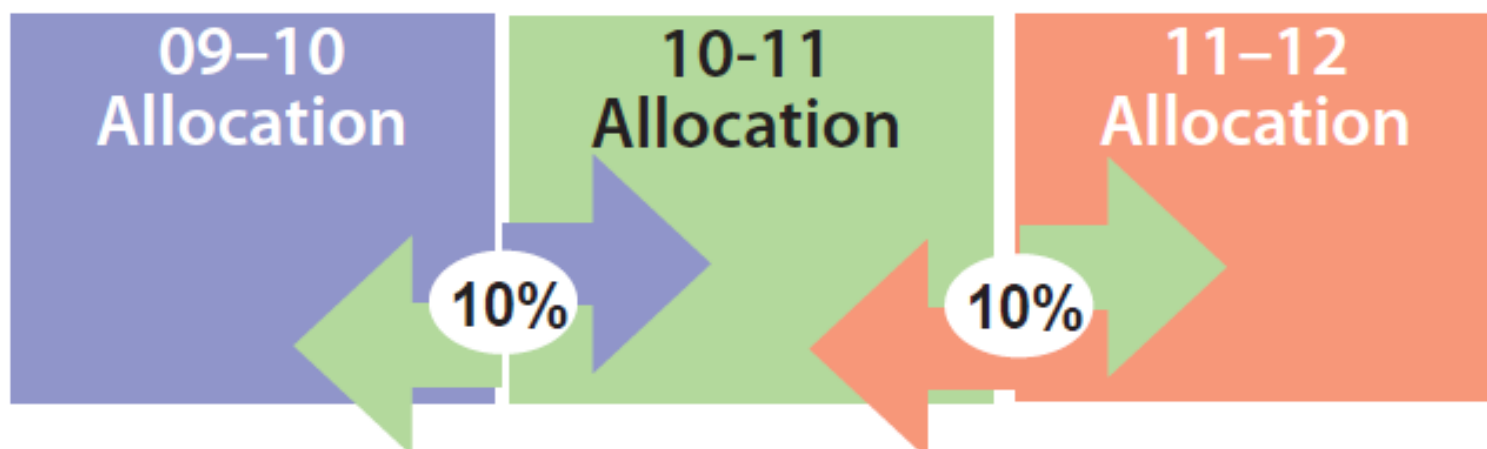
- Based on statutory formulas and program funding
- Tentative allocation posted in eCB in February
- Final allocation information by April 1st
- Unexpended funds must be released back to the Department
- Federal share/non-federal Share (school funds)
 - FWS= 75% federal/25% non-federal
 - FSEOG= 75% federal/25% non-federal
 - Perkins= \$0 Federal Capital Contribution (FCC)

Transfer of Funds

- Up to 25% of the school's FWS allotment to the school's Perkins or FSEOG allotment
- Any FWS funds transferred must be entered in G5 as an expenditure against the FWS program
- Up to 25% of the school's FSEOG allotment to the school's FWS allotment

Carry Forward/Carry back

Carry forward/carry back



Rule: for both the FWS and FSEOG programs: a school may transfer up to 10% of its current year allocation (initial & supplemental) *forward* to the next award year, or *back* to the previous award year.

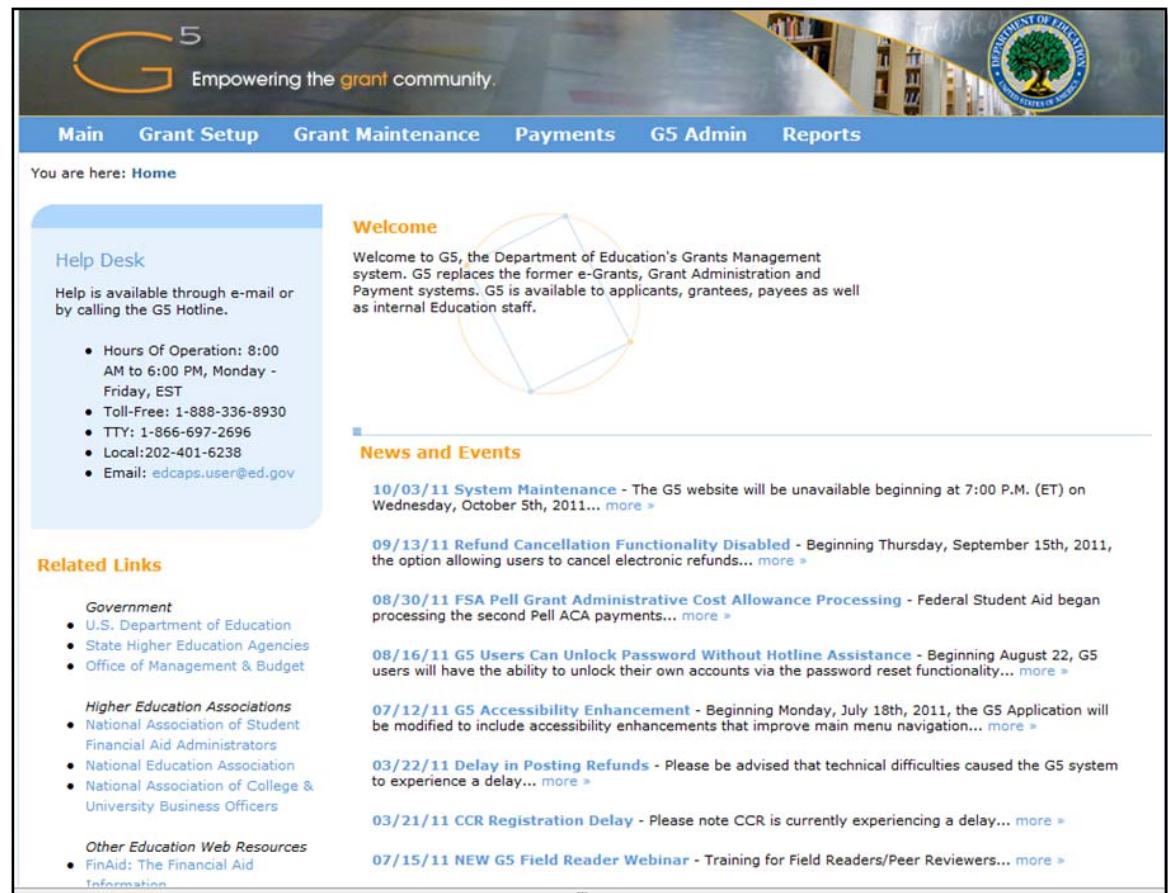


FSA Initiated Global Jobs

- April 2012 FISAP reduction to G5 net drawdown for award year 2010/11 scheduled for April 2012
- Deobligations for 2011/12 and reallocations for 2012/13 scheduled for September 2012

G5 – Obtain Title IV Funds

G5 Homepage
www.G5.gov



The screenshot shows the G5 homepage with a navigation bar at the top containing links: Main, Grant Setup, Grant Maintenance, Payments, G5 Admin, and Reports. Below the navigation bar is a banner with the G5 logo and the tagline "Empowering the grant community." The main content area is divided into several sections: "You are here: Home", "Help Desk" (providing contact information for the G5 Hotline), "Welcome" (a message from the Department of Education), "News and Events" (a list of recent updates and announcements), and "Related Links" (a list of external resources). The "Help Desk" section includes the following information: "Help is available through e-mail or by calling the G5 Hotline." "Hours Of Operation: 8:00 AM to 6:00 PM, Monday - Friday, EST" "Toll-Free: 1-888-336-8930" "TTY: 1-866-697-2696" "Local: 202-401-6238" "Email: edcaps.user@ed.gov" The "News and Events" section includes the following information: "10/03/11 System Maintenance - The G5 website will be unavailable beginning at 7:00 P.M. (ET) on Wednesday, October 5th, 2011... more »" "09/13/11 Refund Cancellation Functionality Disabled - Beginning Thursday, September 15th, 2011, the option allowing users to cancel electronic refunds... more »" "08/30/11 FSA Pell Grant Administrative Cost Allowance Processing - Federal Student Aid began processing the second Pell ACA payments... more »" "08/16/11 G5 Users Can Unlock Password Without Hotline Assistance - Beginning August 22, G5 users will have the ability to unlock their own accounts via the password reset functionality... more »" "07/12/11 G5 Accessibility Enhancement - Beginning Monday, July 18th, 2011, the G5 Application will be modified to include accessibility enhancements that improve main menu navigation... more »" "03/22/11 Delay in Posting Refunds - Please be advised that technical difficulties caused the G5 system to experience a delay... more »" "03/21/11 CCR Registration Delay - Please note CCR is currently experiencing a delay... more »" "07/15/11 NEW G5 Field Reader Webinar - Training for Field Readers/Peer Reviewers... more »" The "Related Links" section includes the following information: "Government" "U.S. Department of Education" "State Higher Education Agencies" "Office of Management & Budget" "Higher Education Associations" "National Association of Student Financial Aid Administrators" "National Education Association" "National Association of College & University Business Officers" "Other Education Web Resources" "FinAid: The Financial Aid Information"

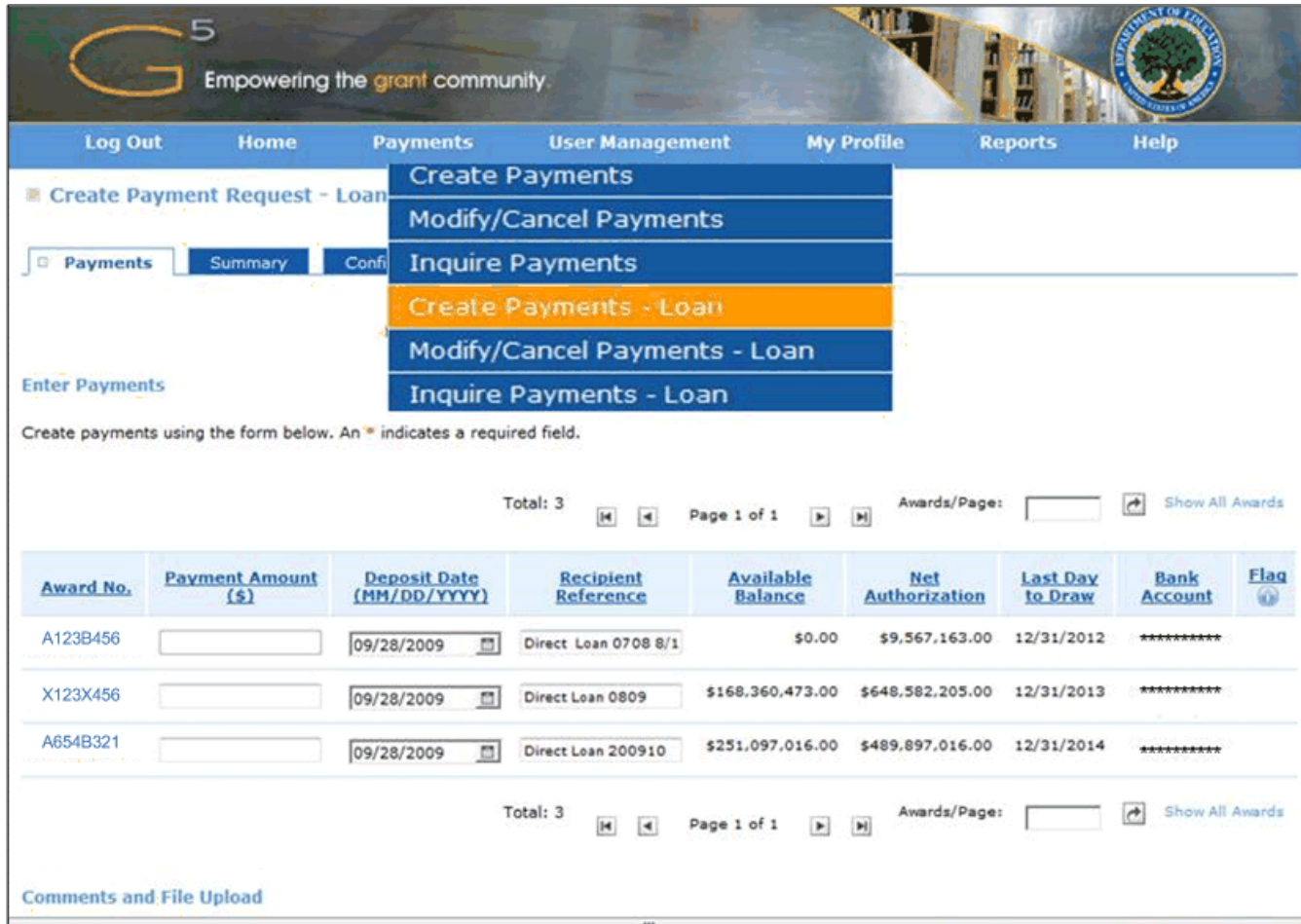


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Additional G5 Training

- G5 online training
 - Click on “Main”
 - Click on “Online Training”
- Recorded G5 training module
 - <http://ifap.ed.gov/dpcletters/ANN1032.html>
 - Choose link for “Participation and Funding”

Create a Payment Request



The screenshot shows the G5 web application interface. At the top, there's a navigation bar with links: Log Out, Home, Payments, User Management, My Profile, Reports, and Help. Below this, a dropdown menu is open for 'Create Payment Request - Loan'. The menu options are: Create Payments, Modify/Cancel Payments, Inquire Payments, Create Payments - Loan (highlighted in orange), Modify/Cancel Payments - Loan, and Inquire Payments - Loan. Below the menu, there's a section titled 'Enter Payments' with a note: 'Create payments using the form below. An * indicates a required field.' Below this is a table with 9 columns: Award No., Payment Amount (\$), Deposit Date (MM/DD/YYYY), Recipient Reference, Available Balance, Net Authorization, Last Day to Draw, Bank Account, and Flag. The table contains 3 rows of data. At the bottom, there's a 'Comments and File Upload' section.

Award No.	Payment Amount (\$)	Deposit Date (MM/DD/YYYY)	Recipient Reference	Available Balance	Net Authorization	Last Day to Draw	Bank Account	Flag
A123B456		09/28/2009	Direct Loan 0708 8/1	\$0.00	\$9,567,163.00	12/31/2012	*****	
X123X456		09/28/2009	Direct Loan 0809	\$168,360,473.00	\$648,582,205.00	12/31/2013	*****	
A654B321		09/28/2009	Direct Loan 200910	\$251,097,016.00	\$489,897,016.00	12/31/2014	*****	



Create a Payment Request

[Log Out](#) [Home](#) [Payments](#) [My Profile](#) [Reports](#) [Help](#)

Create Payment Request

[Payments](#) [Summary](#) [Confirmation](#)

DUNS 123456789 Institution Name Barbara's Technical College

Review Request

Please review the payment summary below and verify that you would like to submit this request. An * indicates a required field.

Total: 1

Award No.	Payment Amount	Offset Amount	Deposit Date	Recipient Reference	Available Balance	Net Authorization	Last Day to Draw	Bank Account
123456789 5	\$100.00	\$0.00	08/13/2008		\$385,231.00	\$1,126,423.00	09/30/2010	*****1547 (ACH)

Total: 1

✓ Total Amount of Payment is \$100.00

✓ I certify, by processing this payment request and/or re-allocation, that the funds are being expended within three business days of receipt for the purpose and condition of the agreement.

Are you sure you would like to submit this request? *

☒ Yes ☐ No

< Previous

Cancel

Submit Request



Automated E-mail

John,

Requesting User ID: Johnd@school.edu


*Your request made on 10/30/2009 for \$100.00, has been received. Your control number is 2009103006381 and you will receive your funds on 10/30/2009 in bank account ****9426.*


- If you did not request this payment, please contact the Helpdesk at 1-888-336-8930.*

Drawdown Adjustments

- Cannot move more than has been drawn
- Net adjustment must equal zero
- Do not use adjustments as a substitute for returning excess cash
- Do not use adjustments to close out a year or bring your school's cash balance to zero

Drawdown Adjustments

 Empowering the **grant** community.



Log OutHomePaymentsMy ProfileReportsHelp

Help Desk

Help is available through e-mail or by calling the GAPS Hotline.

- Hours of Operation: 8:00 AM to 6:00 PM, Monday - Friday, EST
- Toll-Free: 1-888-336-8930
- TTY: 1-866-697-2696
- Local: 202-401-6238
- Email: edcaps.user@ed.gov

Payment Requests

DrawDown Adjustments

Refunds

Create Adjustments

Create Adjustments - Loan

View the status of all awards in your account.

Filter by Status

Award No.	Available Balance	Net Authorization	Last Day to Draw	Award Status
A123B456	\$254,727.76	\$1,392,420.00	09/30/2010	Open

Total Awards 1

Page 1 of 1

Awards/Page:

Show All Awards

Related Links

Below are links to helpful education-related resources:

Government

- U.S. Department of Education
- State Higher Education Agencies

Welcome to the G5 System!

You have reached the U.S. Department of Education's G5 Website. G5 is a state-of-the-art, web-based system for use by authorized recipients of Department of Education funds, in support of grant management and payment activities. G5 is replacing the current Grant Administration and Payment System (GAPS).



Enter Amount of Adjustment

[Log Out](#)
[Home](#)
[Payments](#)
[My Profile](#)
[Reports](#)
[Help](#)

Create Adjustment - Direct Loan

Adjustments

Summary

Confirmation

DUNS 123456789
Institution Name Barbara's Technical College

Enter Adjustments

Create adjustments by either decreasing or increasing net draws. An * indicates a required field.

Total: 40
Page 1 of 2
Awards/Page:
[Show All Awards](#)


Award No.	Net Draws	Last Day to Draw	Available Balance	Flag	Decrease Net Draws	Increase Net Draws
A123456789	-\$1,059,867.65	09/30/2008	\$0.00			
B123456789	-\$309,054.52	09/30/2009	\$0.00			
C123456789	-\$21,145,132.00	10/30/2008	\$11,203,043.00		100	
D123456789	-\$21,000,869.00	09/30/2009	\$943,101.00			100
E123456789	-\$21,872,164.00	01/03/2012	\$0.00			
F123456789	-\$37,157,563.00	01/03/2012	\$3.00			
G123456789	-\$131,069,026.00	01/03/2012	\$0.00	Stop Payment		




Electronic Refunds

- Posts to G5 within two business days
- Schools control the process
- Schools direct from which bank account the money is refunded
- Multiple refunds on one screen and at one time
- Electronic processing reduces human error and delays

Set Up Refund Bank Account



Empowering the **grant** community.



Main
Payments
Reports

Help Desk

Help is available through e-mail or by calling the GAPS Hotline.

- Hours of Operation: 8:00 AM to 6:00 PM, Monday - Friday, EST
- Toll-Free: 1-888-336-8930
- TTY: 1-866-697-2696
- Local: 202-401-6238
- Email: edcaps.user@ed.gov

Related Links

Below are links to helpful education-related resources:

Government

- U.S. Department of Education
- State Higher Education Agencies
- Office of Management & Budget

Higher Education Associations

[Payment Requests](#)
[DrawDown Adjustments](#)
[Refunds](#)
[Maintain Refund Bank Accounts](#) account.
[Manage Payee-Service Relationships](#)

Award No.	Available Balance	Net Authorization	Last Day to Draw	Award Status
A123456789	\$0.00	\$3,094.30	03/03/2011	Open
B123456789	\$0.00	\$4,245.27	10/31/2008	Open
C123456789	\$0.00	\$3,493.49	11/02/2009	Open
D123456789	\$347,200.00	\$347,200.00	11/30/2010	Open
E123456789	\$0.00	\$2,463.15	01/03/2012	Open
F123456789	\$49,702.00	\$106,976.00	09/30/2008	Liquidated

Total Awards 6

⏪
⏴
Page 1 of 1
⏵
⏩

Awards/Page:

[Show All Awards](#)



Related Sessions

Session #	Title
1	Direct Loan Reconciliation & Program Year Closeout
8	What's New in COD for 2012-13?
11	Direct Loan Tools
12	Common Errors in FISAP Filing
PC Lab	eCampus-Based System in PC Lab & COD customer service and reconciliation issues in rooms 301 & 302

Need Funding Help?

COD School Relations Center

URL: <http://www.cod.ed.gov>

E-mail: CODSupport@acs-inc.com

Phone: Grants: 1-800-474-7268

Phone: Direct Loans: 1-800-848-0978

Campus Based Call Center

URL: <http://cbfisap.ed.gov>

E-mail: cbfob@ed.gov

Phone: 877-801-7168

G5 Help Desk

URL: <http://g5.gov>

E-mail: edcaps.user@ed.gov

Phone: 1-888-336-8930



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