

Damage Inventory Template



Applicant Event Profiles

Step 1: Click **My Organization**

Grants Portal | Leghorn, Fogho...

My Organization Profile | DOWNLOAD | EDIT | ☆

Glenville - PDMG0009 - 4332DR (4332DR - 9)

General Information

STATE/TRIBE/TERRITORY	Texas	IS ACTIVE?	Yes
LEVEL 2	Glenville - PDMG0009 - 4332DR	FEMA PA CODE	4332DR - 9
TYPE	City or Township Government	DUNS NUMBER	TX-TRN-0009
RECIPIENT REGION	Region 7		
NUMBER	--		

Personnel > | MANAGE


Locations > | MANAGE

County > | MANAGE









Insurance Profile > | UPLOAD INSURANCE DOCUMENTS | ? HELP

Step 2: Click Applicant Event Profiles

Manage Damage Inventory

Portal 

RPA DECISION DATE	8/29/2017 7:14 pm CDT	INCIDENT LEVEL	1
RSM COMPLETION DATE	9/15/2017 3:15 pm CDT	INCIDENT START DATE	August 23, 2017
DAMAGE INVENTORY DEADLINE	11/14/2017	INCIDENT END DATE	August 28, 2017
PROCESS STEP	Pending Grant Completion <i>As of September 15th, 2017 1:55 PM CDT</i>	DECLARATION DATE	August 26, 2017
		DECLARED COUNTIES	Houston County - August 24th, 2017

-  Stats/Summary
-  Contacts >  MANAGE
-  Locations >  MANAGE
-  Damage Inventory >  MANAGE
-  Exploratory Call Information >

Step 1: Scroll down to **Damage Inventory Bar**

Step 2: Click **Manage**

Download Damage Inventory Template

IMPORT **+ ADD DAMAGE** **GO BACK**

- Download Template
- Upload Spreadsheet
- View Imports

Click Import then select Download Template

Damage Inventory

Search... ? SHOW/HIDE COLUMNS

	Damage #	Category	Name	D		Cause of Damage	Location
EDIT REMOVE	27637	C	COUNTY ROAD 65	2	County Roads	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27638	C	COUNTY ROAD 56	400LF WASHOUT	[8415] County Roads	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27640	C	COUNTY ROAD 35	250LF WASHOUT	[19116] County Road 35	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27641	C	COUNTY ROAD 95	200LF WASHOUT	Unassigned	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27642	G	ROBERTS PARK	DAMAGES TO PLAYGROUND EQUIPMENT	[5054] City Parks	Flood	1954 POSSUM BACK BRANCH, AGFA, Georgia 26589
EDIT REMOVE	27643	G	ROBERTS PARK	DAMAGES TO THE MAIN OFFICE COMPLEX	[5054] City Parks	Flood	1954 POSSUM BACK BRANCH, AGFA, Georgia 26589

Download Damage Inventory Template Pop-Up Box

Portal 🔔 7 👤 Leghorn, Foghor...

Applicant Event Profile Manage
4332DR-TX (4332DR) / Glenville - PDMG0009 - 4332DR (4332DR - 9) / Max

Step 1: Click Open With

Opening Grants Manager Damage Import Template - Glenville - PDMG0... ✕

You have chosen to open:
📄 ...emplate - Glenville - PDMG0125 - 4332DR (4332DR - 125).xlsx
which is: Microsoft Excel Worksheet
from: https://grantsportal-demo-site.azurewebsites.net

What should Firefox do with this file?

Open with Microsoft Excel (default) ▼

Save File

Do this automatically for files like this from now on.

OK Cancel

Step 2: Click OK

	Damage #	Category	Name
✎ EDIT ✖ REMOVE	27637	C	COUNTY ROAD 65
✎ EDIT ✖ REMOVE	27638	C	COUNTY ROAD 56
✎ EDIT ✖ REMOVE	27640	C	COUNTY ROAD 35
✎ EDIT ✖ REMOVE	27641	C	COUNTY ROAD 95
✎ EDIT ✖ REMOVE	27642	G	ROBERTS PARK
✎ EDIT ✖ REMOVE	27643	G	ROBERTS PARK

	DAMAGES TO PLAYGROUND EQUIPMENT	[5054] City Parks	Flood	1954 POSSUM BACK BRANCH, AGFA, Georgia	26589		

Enable Editing

Grants Manager Damage Import Template - Glenville - PDMG0125 - 4332DR (4332DR - 125) [Protected View] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. **Enable Editing**

G4 Program Delivery Manager (PDMG) Email:

2	Disaster Number:	4332DR					Program Delivery Manager (PDMG) Name:	PDMG0125			
3	Applicant Name:	Glenville - PDMG0125 - 4332DR (4332DR - 125)				Program Delivery Manager (PDMG) Phone:	(555) 555-555				
4	Applicant FIPS:	4332DR - 125				Program Delivery Manager (PDMG) Email:	PDMG0125@fema.gov				
5	Applicant Point of Contact Name:	Doe, John									
6	Applicant Point of Contact Phone:	(555) 555-555									
7	Applicant Point of Contact Email:	58922John@PDMG0125.gov									
8	Category	Name of damage/facility	Address 1	Address 2	City	State	Zip	Latitude	Longitude	Describe Damage	
9											
10											
11											
12											
13											
14											
15											
16											

Damage Inventory Lists

Click **Enable Editing**

Complete Damage Inventory Template & Save

Category	Name of damage/facility	Address 1	Address 2	City	State	Zip	Latitude	Longitude	Describe Damage	Primary Cause of Damage	Approx. Cost	% Work Complete	Labor Type	Has received PA grant(s) on this facility in a past?	Applicant priority
E	Fire Station #9	1611 Headway Cir	Bldg 2	Austin	TX	78754	30.33234	-9768259	10000sf 2 story, no basement. 5 dorm rooms with 1-2 ft standing flood water for 1 day. Draywall, carpet, bed, chair and desk. 5 windows damage and Parking lot lights.	Hurricane	\$50,000	30%	FA	U	High

Complete each column then save on your computer

DO NOT CHANGE TEMPLATE OR SKIP LINES

Upload Damage Inventory Spreadsheet

Portal

7 Leghorn, Foghor...

Applicant Event Profile Manage Damage Inventory

4332DR-TX (4332DR) / Glenville - PDMG0009 - 4332DR (4332DR - 9) / Manage Damage Inventory

IMPORT ADD DAMAGE GO BACK

- Download Template
- Upload Spreadsheet
- View Imports

Click Import and select Upload Spreadsheet

SHOW/HIDE COLUMNS

Search...

	Damage #	Category	Name	Damage Description	Project	Cause of Damage	Location
EDIT REMOVE	27637	C	COUNTY ROAD 65	250LF WASHOUT	[8415] County Roads	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27638	C	COUNTY ROAD 56	400LF WASHOUT	[8415] County Roads	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
EDIT REMOVE	27640	C	COUNTY ROAD 35	250LF WASHOUT	[19116] County Road 35	Flood	1258 OLD RIVER ROAD, AGFA, Georgia 26589
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Select Damage Inventory Spreadsheet

Portal

Applicant Event Profile

4332DR-TX (4332DR) / Glenville - PDMG0009 - 4332DR (4332DR - 9)

Damage Inventory

Search...

	Damage #	Category	Name
EDIT REMOVE	27637	C	COUNTY ROAD 65
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EDIT REMOVE	27641	C	COUNTY ROAD 95
EDIT REMOVE	27642	G	ROBERTS PARK
EDIT REMOVE	27643	G	ROBERTS PARK

File Upload

« Docu... » Glenville applicant doc

Search Glenville applicant doc

Organize New folder

Name	Date modified
Copy of Grants Manager Damage Import Temp...	10/30/2017 11:52 AM

Documents
Pictures
Foghorn Leghorn
PDMG Manuals
PRINT THESE
SI Manual updat

This PC

File name: Copy of Grants Manager Damage Im * .xlsx

[Open](#) [Cancel](#)

Step 1: Click on the saved template

Step 2: Click Open

Damage Inventory Template with Errors

s Portal

Step 1: Verify Errors or Warnings

TOTAL RECORDS IMPORTED 1

RECORDS WITH ERRORS 1 (1)

NEW DAMAGE RECORDS 0

RECORDS WITH WARNINGS 0

This import data contains errors. You may search through the records with errors. Click the Cancel button to close this import and try again with a new file.

CANCEL IMPORT

Step 2: Click Cancel Import

Note: All areas with errors will be highlighted in red. Correct the errors on Excel Template form, then import again

Search...

SHOW/HIDE COLUMNS

Row	Result	Category	Name	Address 1	Address 2	City	State	Zip	Longitude	Damage Description	Cause of Dar	
9	Rejected	E	Fire Station #9	1611 Headway Cir	Bldg 2	Austin	Texas	78754	30.33	-97.68259.00	10000sf 2 story, no basement. 5 dorm rooms with 1-2 ft standing flood water for 1 day. Dravwall. carpet.	Hurricane

Cancel Import

Portal

! Import D

Results

TOTAL RECORDS IMPE... 1 (1)

NEW DAMAGE RE... 0

Do you wish to cancel and discard this import?

The results below will be saved for later viewing.

CANCEL IMPORT GO BACK

This import data contains errors. You may search through the records with errors. Click the cancel button to close this import and try again with a new file.

CANCEL IMPORT

Click **Cancel Import**

Records

SHOW RECORDS All

Search... ?

SHOW/HIDE COLUMNS

Row	Result	Category	Name	Address 1	Address 2	City	State	Zip	Latitude	Longitude	Damage Description	Cause of Dar

Import Damage Inventory Template With No Errors

! Import Damage Inventory

Results

TOTAL RECORDS IMPORTED	1	RECORDS WITH ERRORS	0
NEW DAMAGE RECORDS	1	RECORDS WITH WARNINGS	0

Your import file is ready to commit and contains no warnings. Review the data below, then click Commit to process this import.

If for any reason you do not want to commit this import, you may preserve and may be re-submitted when you are ready.

COMMIT IMPORT

CANCEL IMPORT

Step 1: Check Errors & Warnings

Step 2: Click Commit Import

Records

SHOW RECORDS All

Search... ?

SHOW/HIDE COLUMNS

Commit Import Pop-Up Box

Commit Import

Do you wish to commit the changes in this import?

This may take several minutes depending on the number of changes.

COMMIT IMPORT GO BACK

Click Commit Import

Portal

! Import D

Results

TOTAL RECORDS IMP

NEW DAMAGE RE

COMMIT IMPORT

CANCEL IMPORT

Records

SHOW RECORDS All

Search...

SHOW/HIDE COLUMNS

Damage Inventory Template Upload Log

Portal



 Import Damage Inventory Glenville -
PDMG0125 - 4332DR

 DOWNLOAD TEMPLATE

 UPLOAD SPREADSHEET

 GO BACK

Uploaded Damage
Inventory









Import History



Search



 SHOW/HIDE COLUMNS

Uploaded Date	Uploaded By	Uploaded File	Processed Date	Processed By	Result File	Result
10/30/2017 01:38 PM CDT	Sam, Yosemite	 Copy of Grants Manager Damage Import Template - Glenville - PDMG0125 - 4332DR (4332DR - 125).xlsx	10/30/2017 01:46 PM CDT	Sam, Yosemite	 Grants Manager Damage Inventory Import Result 2017-10-30.xlsx	Processed
10/30/2017 01:30 PM CDT	Sam, Yosemite	 Copy of Grants Manager Damage Import Template - Glenville - PDMG0125 - 4332DR (4332DR - 125).xlsx	10/30/2017 01:35 PM CDT	Sam, Yosemite	 Grants Manager Damage Inventory Import Result 2017-10-30.xlsx	Rejected
10/30/2017 01:20 PM CDT	Sam, Yosemite	 Copy of Grants Manager Damage Import Template - Glenville - PDMG0125 - 4332DR (4332DR - 125).xlsx	10/30/2017 01:28 PM CDT	Sam, Yosemite	 Grants Manager Damage Inventory Import Result 2017-10-30.xlsx	Rejected
09/15/2017 12:51	PDMG0125	 Copy of THOMASVILLE Damage	09/15/2017 12:52 PM	PDMG0125	 Grants Manager Damage	Processed