

Request For Information (RFI)



My Tasks

Step 1: Click Notification **Bell**

Step 1: Click **My Tasks** and select **Tasks**

My Tasks

For any incomplete active tasks assigned to you, a **REVIEW** button or similar will be displayed. Clicking the button will direct you to the location in Grants Portal to complete the task.

Filters >

My Active Incomplete Tasks

Search...

SHOW/HIDE COLUMNS

	Personnel	Type	Description	Start Date	Age	Deadline	Last Action	Note
REVIEW	Leghorn,	Applicant Provide	Pending Applicant Response for RFI-PRJ-135 for [7446]	11/09/2017	0d 0h	11/24/2017		
	Foghorn	Project RFI	Sheriff's Lab on Glenville - PDMG0009 - 4332DR	03:55 PM CST				
		Response	(4332DR - 9) on 4332DR-TX (4332DR)					

Showing 1 to 1 of 1 entries (filtered from 22 total entries)

Previous 1 Next

Step 2: Click **Review** to select the RFI

Request For Information

Portal

🔔 7 👤 Leghorn, Foghor...

Request for Information RFI-PRJ-152

COMMENT

SUBMIT RFI RESPONSE



The Federal Emergency Management Agency (FEMA) has reviewed the documentation you provided to support your disaster damage. Upon review of the information you have provided, some additional information or clarification is requested. The detailed request is described below.

Please **respond to this request** as soon as possible, but no later than 9 days of receipt of this letter, to ensure continued processing of this subgrant.

Note: The deadline to respond to the RFI

General Information

RFI #	RFI-PRJ-152	EVENT	4332DR-TX (4332DR)
DEADLINE	05/05/2018	RECIPIENT REGION	Region 7
STATUS	Pending Applicant Response	APPLICANT	Glenville - PDMG0009 - 4332DR (4332DR - 9)
		PROJECT	[18088] DAC

Step 1: Expand **Additional Information** bar

☰ Additional Information ▾

Provide FA Labor documents.

Step 2: Scroll Down to **Line Items** bar

👤 Contacts >

Upload Documents For RFI Request

Portal

🔔 7 👤 Leghorn, Foghor..

Provide FA Labor documents.

Step 1: Expand
Line Items bar

👤 Contacts >

☰ Line Items ▾

📄 UPLOAD LINE DOCUMENT

💬 RECORD LINE RESPONSE

👁️ SHOW/HIDE COLUMNS

Line Item #	Type	Reason	# Documents	Response	Response	# Responses
1	Force Account	Please Provide FA Labor Documents	1			0

Step 2: Click Upload Line Document

10 ▾ Showing 1 to 1 of 1 entries

Previous 1 Next

📄 Documents >

📄 UPLOAD LINE DOCUMENT

💬 Discussion >

👤 Comments >

+ ADD COMMENT

Select RFI Specific Line Item

☰ Additional Information ▾

Provide FA Labor documents.

👤 Contacts >

☰ Line Items ▾

📄 UPLOAD LINE DOCUMENT

💬 RECORD LINE RESPONSE

👁️ SHOW/HIDE COLUMNS

Line Item # || Type || Reason || # Documents || Response || Response By || Responded On || PDMG Verification Date || CRC Verification Date || # Responses ||

⚙️ OPTIONS ▾	1	Force	Please Provide	1						0
📄 Upload RFI Line Document		ccount	FA Labor							
💬 Record RFI Line Response			Documents							

- 📄 View RFI Line Documents
- 💬 View RFI Line Responses
- 💬 Start Discussion

📄 Documents >

📄 UPLOAD LINE DOCUMENT

Step 1: Expand Line Items bar

Step 2: Click Options


Step 3: Click Upload RFI Line Document

Line Item RFI Document Upload-Pop up

The screenshot displays a web application interface with a modal window titled "Upload RFI Line Item Documents". The modal is overlaid on a background page that shows a list of documents with columns for "on Date" and "CRC Verification".

Upload RFI Line Item Documents

Line Item #1 - Force Account

 Drag and drop a file here, or click here to select a file.

Documents Pending Upload

i To begin uploading a document, either drag and drop a file into the area above or click the area above to upload a file manually.

Note: You may not upload the document to the RFI that matches an existing document with the same line item.

UPLOAD PENDING DOCUMENTS **CANCEL**

Documents > **UPLOAD LINE DOCUMENT**

A red speech bubble callout points to the dashed upload area, containing the text: "Drag and drop a file, or click to box to select a file".

Line Item RFI Document Information

CAUTION: Document will be uploaded to the **Project RFI**.

This document has been uploaded to other locations within the system. As a result, document categories have been pre-populated based on the existing document categories assigned for the other locations.

Note: Any changes to the document category selection here will automatically be reflected for other locations this document has been uploaded to within the Grants Manager / Grants Portal.

Filename
Glenville PDMG0009 Force Account Pay Policy.docx

Description
Employee pay and benefit policy

Category Filter (Optional)
All

Category *
x Force Account Labor Pay Policy

SAVE CANCEL

Step 1: Add Document Description

Step 2: Click Save

Portal

Additional Information

Provide FA Labor documents.

Contacts

Line Items

Line Item # Type

1 Force Account

Options

10 Showing 1 to 1 of 1 entries

Documents

Discussion

Process Document

Leghorn, Fogh

[18088] DAC

LINE RESPONSE

DE COLUMNS

PDMG Verification Date CRC Verification Date # Responses

0

Previous 1 Next

UPLOAD LINE DOCUMENT

Line Item RFI Document Pending Upload

Portal

7 Leghorn, Foghorn

Upload RFI Line Item Documents

Line Item #1 - Force Account

Drag and drop a file here, or click here to select a file.

Documents Pending Upload

Search...

	Filename	Description	Size	Category
EDIT REMOVE	Glenville PDMG0009 Force Account Pay Policy.docx	Employee pay and benefit policy	102.2 KB	Force Account Labor Policy

Showing 1 to 1 of 1 entries

Previous 1

[UPLOAD PENDING DOCUMENTS](#) [CANCEL](#)

Click or Drag and Drop to upload additional documents

Click **Upload Pending Documents**

Edit or Remove uploaded document, if necessary

Confirm Line Document Upload

Portal 7 Leghorn, Foghorn...

Line Items UPLOAD LINE DOCUMENT RECORD LINE RESPONSE

Step 3: Scroll to the top of the page

SHOW/HIDE COLUMNS

Line Item #	Type	Reason	# Documents	Response	Response By	Responded On	PDMG Verification Date	CRC Verification Date	# Responses
1	Force Account	Please Provide FA Labor	1						0

10 Show Previous 1 Next

Step 1: Expand the Documents bar

Documents UPLOAD LINE DOCUMENT

Filters

LINE ITEM TYPE

Search... SHOW/HIDE COLUMNS


Line Item #	Line Item Type	Filename	Description	Size	Category	Uploaded Date	Uploaded By
1	Force Account	Glenville PDMG0009 Force Account Pay Policy.docx	Employee pay and benefit policy	102.2 KB	Force Account Labor Pay Policy		Leghorn, Foghorn

10 Showing 1 to 1 of 1 entries Previous 1 Next

Step 2: Confirm Uploaded Document

Submit RFI Response

Portal

  Leghorn, Foghor...

Request for Information RFI-PRJ-152

 COMMENT

 SUBMIT RFI RESPONSE



The Federal Emergency Management Agency (FEMA) has reviewed the documentation you provided to support your disaster damage. Upon review of the information, clarification is requested. The detailed request is described below.

Please **respond to this request** as soon as possible, but no later than 9 days of receipt of this letter, to ensure continued processing of this subgrant.

Click **Submit RFI Response**

General Information

RFI # RFI-PRJ-152

EVENT 4332DR-TX (4332DR)


DEADLINE 05/05/2018

RECIPIENT REGION Region 7


STATUS Pending Applicant Response

APPLICANT [Glenville - PDMG0009 - 4332DR \(4332DR - 9\)](#)

PROJECT [\[18088\] DAC](#)

 Additional Information ▾

Provide FA Labor documents.

 Contacts >

Submit RFI Response Pop-Up Box

The image shows a screenshot of a web portal interface. At the top left, the word "Portal" is displayed in a large, dark font. Below it, there is a section titled "Request for Information" with an information icon. A warning message is visible, stating: "The Federal Emergency Management Agency has reviewed the information you have provided, some additional information or clarification is requested. The detailed request is available in the Request for Information. Please respond to this request as soon as possible." To the right of the warning, there are two buttons: "COMMENT" and "SUBMIT RFI RESPONSE".

In the center, a white pop-up box titled "Submit RFI Response" is open. It contains the question "Are you sure you want to Submit RFI Response?" and a text area labeled "Reason". At the bottom of the pop-up, there are two buttons: "YES" (highlighted in blue) and "NO". A red callout box with a white background and a red border points to the "YES" button, containing the text "Click Yes".

Below the pop-up, the "General Information" section is visible. It includes a table with the following data:

RFI #	DEADLINE	STATUS	PROJECT
4332DR-TX (4332DR)	05/05/2018	Pending Applicant Response	[18088] DAC

Additional information is provided in a section titled "Additional Information", which includes the text "Provide FA Labor documents." and a "Contacts" link.