

# **GRANT AWARD DOCUMENT and LETTER OF CREDIT WEB PAGE - QUICK GUIDE**

## **1. What information is available on this website?**

This website provides Food and Nutrition Service (FNS) grantees with an Adobe. Portable Document Format (PDF) version of their Grant Award Document (GAD) and Letter of Credit (LOC) amendments. The reports have been electronically signed and dated by an authorized FNS employee.

## **2. What software do I need to use this website?**

Adobe Reader is required to view the GAD or LOC documents. This software can be downloaded at no charge by selecting the following icon from the web page. Here are the system requirements for the latest version:



### **Acrobat Reader DC system requirements**

#### **Windows**

- 1.5GHz or faster processor
- Windows Server 2008 R2 (64 bit), 2012 (64 bit), 2012 R2 (64 bit) †, 2016 (64 bit), or 2019 (64 bit); Windows 7 SP1 (32 bit and 64 bit), Windows 8, 8.1 (32 bit and 64 bit) †, or Windows 10 (32 bit and 64 bit)
- 1GB of RAM
- 380MB of available hard-disk space
- 1024x768 screen resolution
- Internet Explorer 11

#### **macOS**

- Intel processor
- macOS v10.12, macOS v10.13, macOS v10.14, or macOS v10.15\*
- 1GB of RAM
- 380MB of available hard-disk space
- 1024x768 screen resolution
- Safari 10.0, or 11.0 (browser plug-in for Safari supported on 64-bit Intel processor only)

## **3. How often is this website updated?**

The website is updated nightly to include all GAD and LOC amendments electronically signed that day.

#### 4. How can I view my Grant Award Document or Letter of Credit

This site has two options available to retrieve GAD or LOC amendments. The first requires that you use a Document Lookup Number to inquire about a specific amendment. This number was provided to the grantee in the email that FNS sent at the close of business on the day the amendment was signed. When the Document Lookup Number is used, no other data entry is required.

USDA United States Department of Agriculture  
Food and Nutrition Service

Enter a Document Lookup Number

Document Lookup Number: 2086543

OR Enter your Vendor Number/Suffix and any of the remaining fields

Vendor Number / Suffix: Enter vendor number 000

Amendment Type: All

Program Year: Enter program year

Grant Award/LOC Number: Enter award/LOC number

Amendment Number: Enter amendment number

Submit Reset Help

Show 25 entries

| State | Year | Grant Award | Loc Number | Amendment Number | Document Number |
|-------|------|-------------|------------|------------------|-----------------|
| SD    | 2019 |             | 84662      | 0                | 2086543         |

Showing 1 to 1 of 1 entries

Previous 1 Next

© 2023 - GLAP - Privacy

The second option requires that you enter a Vendor Number/Sfx and choose an Amendment Type. The three remaining fields are optional and may be used to filter your results. The optional fields are Program Year, Grant Award / LOC Number and Amendment Number.

##### Vendor Number / Sfx

a unique number assigned by FNS which identifies a grantee. A grantee's vendor number can be found in section 3 of the GAD. The Sfx field defaults to "000" to agree with the majority of our vendors.

##### Amendment Type

the three options available are ALL, GAD or LOC

##### Program Year

the program year can be found in section 5 of the GAD and on the upper-right corner of the LOC document.

##### Grant Award / LOC Number

when selecting Amendment Type GAD or LOC, a user can enter a valid Grant Award Number or LOC Number. The Grant Award Number can be found in section 5 of the GAD and the LOC Number on the LOC document.

##### Amendment Number

the Amendment Number can be found in section 5 of the GAD and at the top of the LOC document.

USDA United States Department of Agriculture  
Food and Nutrition Service

Enter a Document Lookup Number

Document Lookup Number\* 2086543

OR Enter your Vendor Number/Suffix and any of the remaining fields

Vendor Number / Suffix\*: Enter vendor number 000

Amendment Type: All

Program Year: Enter program year

Grant Award/LOC Number: Enter award/OC number

Amendment Number: Enter amendment number

Submit Reset Help

Show 25 entries

| State | Year | Grant Award | Loc Number | Amendment Number | Document Number |
|-------|------|-------------|------------|------------------|-----------------|
| SD    | 2019 |             | 84662      | 0                | 2086543         |

Showing 1 to 1 of 1 entries

Previous 1 Next

© 2023 - GLAP - Privacy

Regardless of which option is used, when the “Submit” button is clicked, a list of amendments will be displayed which match the criteria provided in the filter.

When the web page pulls up the list of amendments, place your cursor on the Document Lookup Number at the bottom of the screen and select the amendment you wish to view by clicking on the Document Lookup Number. A PDF version of this amendment will appear in a separate window. The report can be printed or saved by using the appropriate icons at the top of the report. Closing the window will allow you to select a different amendment or resubmit with a different set of criteria.

Home - Glap files v3.3 x download x +

https://fmat-prod-glap.azurewebsites.us/glapfiles/download?handler=downloadfile&fileName=2086543

1 of 1

REPORT 374 U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE PCI / 100  
LETTER OF CREDIT

NOTICE OF REVISED PROGRAM LIMITATIONS FOR LOC NO: 84662 EFFECTIVE DATE: 08/17/2020 FOR APPORTIONMENT YEAR: 2019  
LOC AMENDMENT NO: 000

BROOKINGS SCHOOL DISTRICT 5-1  
2130 8TH STREET SOUTH  
BROOKINGS SD 57006-0000

TO WHOM IT MAY CONCERN:  
THE ABOVE LETTER OF CREDIT, HELD IN YOUR FAVOR BY THE TREASURY REGIONAL DISBURSING OFFICE NAMED HAS BEEN REVISED TO REFLECT THE CHANGE(S) SHOWN BELOW FOR THE PROGRAM(S) INDICATED.

| ACCOUNT ID    | CFDA NO. | PREVIOUS LEVEL | INCREASE/DECREASE | CURRENT LEVEL |
|---------------|----------|----------------|-------------------|---------------|
| 201919L320330 | 10.575   | \$0.00         | \$50,000.00       | \$50,000.00   |
| Total:        |          | \$0.00         | \$50,000.00       | \$50,000.00   |

REMARKS:

Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers (ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.

UNDER NO CIRCUMSTANCE SHALL FUNDS BE REQUESTED WHICH WOULD RESULT IN OVERDRAWING THE CURRENT AUTHORIZATION FOR ANY PROGRAM. IF A REQUEST FOR PAYMENT IS ISSUED IN AN AMOUNT IN EXCESS OF THE LIMITATION FOR THE SPECIFIC PROGRAM, YOU WILL BE FULLY RESPONSIBLE FOR SUCH EXCESS AMOUNT.

DATE: 08/17/2020 SIGNATURE OF AUTHORIZING OFFICIAL: Electronically Signed by - ROY PERRY