

Go to [www.jdwportal.iowa.gov](http://www.jdwportal.iowa.gov).

Enter your login credentials.



# Iowa Justice Data Warehouse

Please enter a user name and password to continue.

User Name:

Password:

Log On

In the left-hand navigation bar, click on "COMMUNITY ACTION FIP".



# Iowa Justice Data Warehouse

Welcome Taylor, Christine [DHR]

[Log Out](#)

[Set As Home Page](#)

menu

## Portal Menu

Home

Help

Preferences

Business Objects Explorer

Favorites

Inbox

Reports

COMMUNITY ACTION FIP



Click on "LIHEAP FIP LIST" (in red).



## Iowa Justice Data Warehouse

Welcome Taylor, Christine [DHR]

Log Out  
Set As Home Page

Portal Menu

- Home
- Help
- Preferences
- Business Objects Explorer
- Favorites
- Inbox
- Reports

COMMUNITY ACTION FIP

Home > Reports > COMMUNITY ACTION FIP

COMMUNITY ACTION FIP

Move Document Copy Document Delete Document Refresh

Title	Format	
<b>LIHEAP FIP LIST</b> Instance Count: 0	Web1 Details	Actions

1 - 1 of 1 items

A new window will open with recent search results. The **Award Report** shows the person's last name, first name, FIP benefit amount, address, county code, and zip code.

On the top right, the **File Date** will list the month and year of the report you are viewing. We anticipate this update the first week of each month.

https://jdwportal.iowa.gov/BIViewer/HTMLViewer.jsp?lang=en&id=1190801&viewType=H&kind=Webi&token=B7pOXadyzNZcRoBmGKB1YWteb4IEvcicL9gftfLoNXUEhzQzM7

Secure | https://jdwportal.iowa.gov/BIViewer/HTMLViewer.jsp?lang=en&id=1190801&viewType=H&kind=Webi&token=B7pOXadyzNZcRoBmGKB1Y

Track Drill Filter Bar Freeze Outline

Award Report **File Date:** Febr. 2018

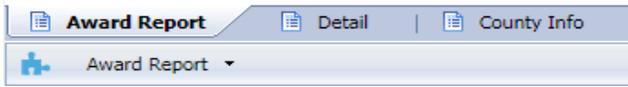
TAYLOR, [REDACTED] **\$59**

Address	County Cd	Zip
[REDACTED] KEOKUK, IA 52632	56	52632

TAYLOR, [REDACTED] **\$426**

Address	County Cd	Zip
[REDACTED] DES MOINES, IA 50316	77	50316
[REDACTED] DAVENPORT, IA 52806	82	52806

At the bottom of the page, you will see three tabs: Award Report, Detail, and County Info.



Below, is the screen you will see when you click on **Detail**. It is simply another way to view the award report.

Detail

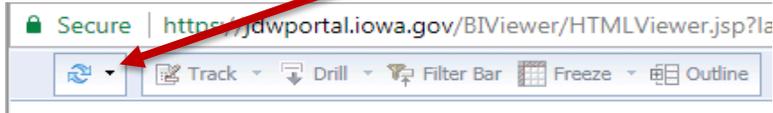
Full Name	Address1	Address2	Address	County Cd	City	State Cd	Zip	Grant Amt
TAYLOR, [REDACTED]		[REDACTED]	[REDACTED] DES MOINES, IA 50316	77	DES MOINES	IA	50316	\$426
TAYLOR, [REDACTED]		[REDACTED]	[REDACTED] DAVENPORT, IA 52806	82	DAVENPORT	IA	52806	\$426
TAYLOR, [REDACTED]		[REDACTED]	[REDACTED] KEOKUK, IA 52632	56	KEOKUK	IA	52632	\$59

The **County Info** tab lists the name of each county in Iowa with its corresponding county number.

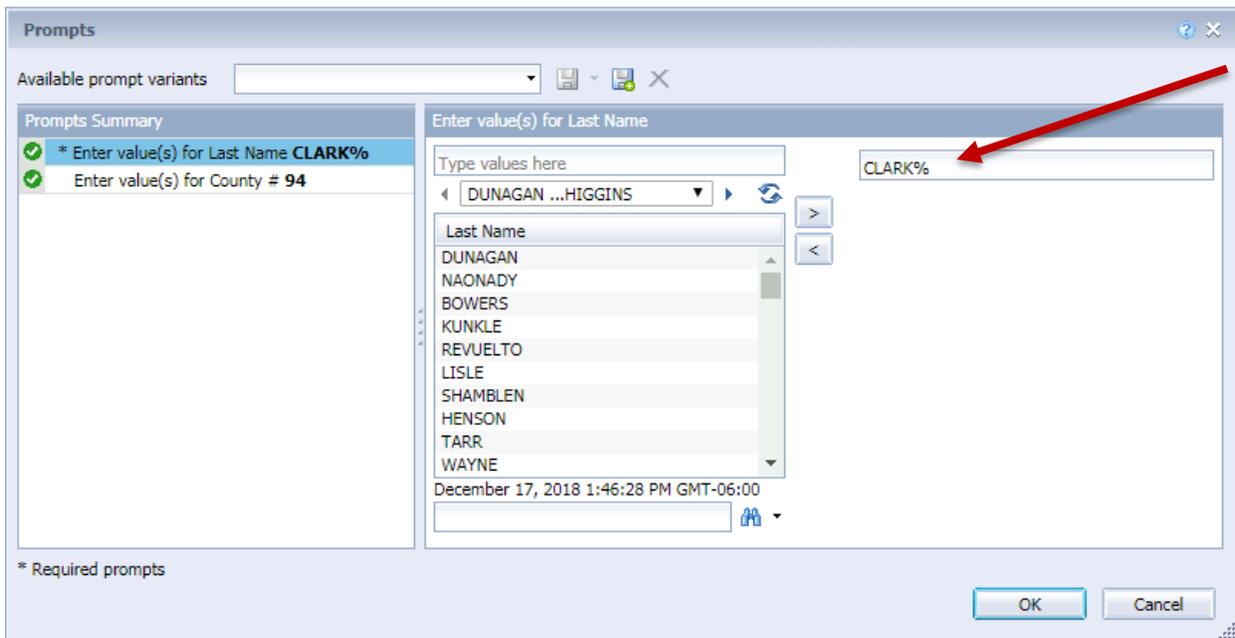
County Info

- 1 Adair
- 2 Adams
- 3 Allamakee
- 4 Appanoose
- 5 Audubon
- 6 Benton
- 7 Black Hawk
- 8 Boone
- 9 Bremer
- 10 Buchanan
- 11 Buena Vista
- 12 Butler
- 13 Calhoun
- 14 Carroll
- 15 Cass
- 16 Cedar
- 17 Cerro Gordo
- 18 Cherokee
- 19 Chickasaw
- 20 Clarke
- 21 Clay
- 22 Clayton
- 23 Clinton
- 24 Crawford
- 25 Dallas
- 26 Davis
- 27 Decatur
- 28 Delaware

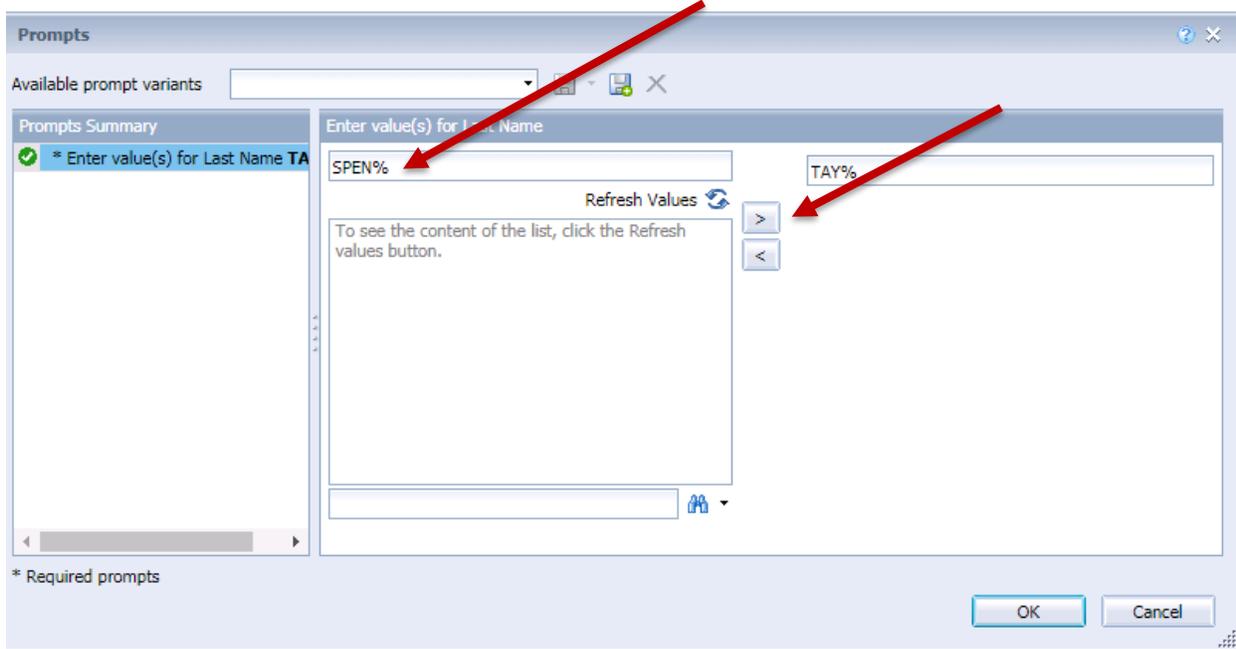
To search for a different name, go to the upper left-hand of the screen and click on the **Refresh** button (next to **Track**).



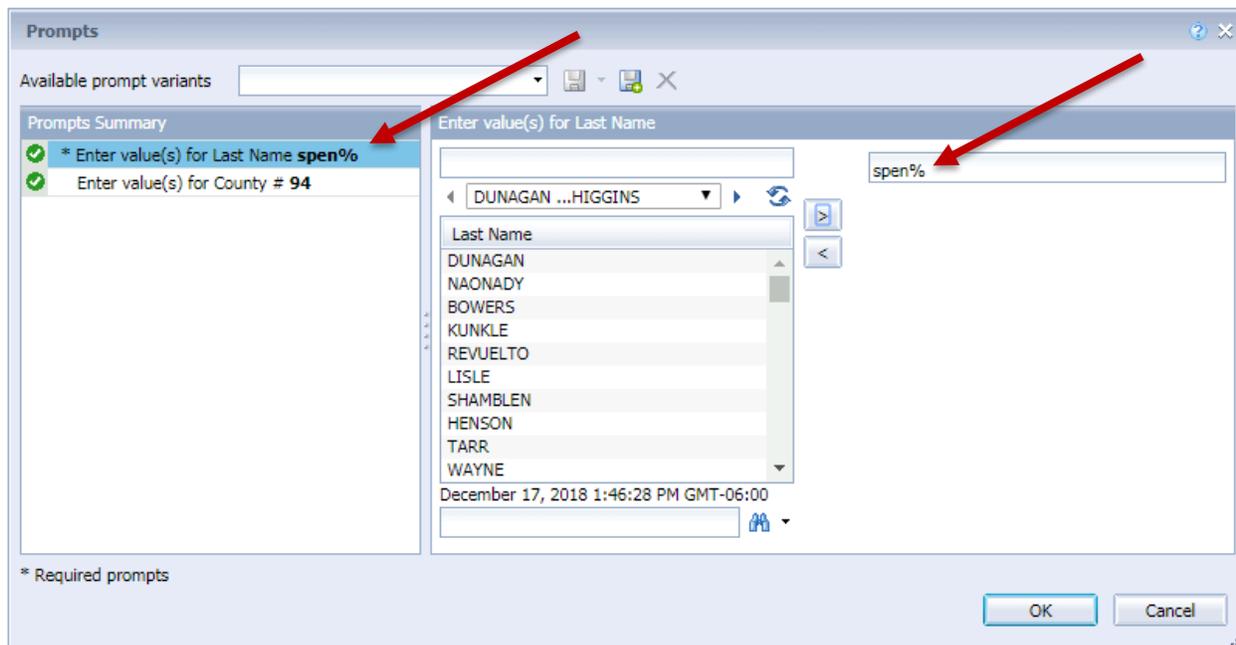
After clicking on **Refresh**, the window below will open. You will notice that the previous search is listed in the right-hand field (CLARK%).



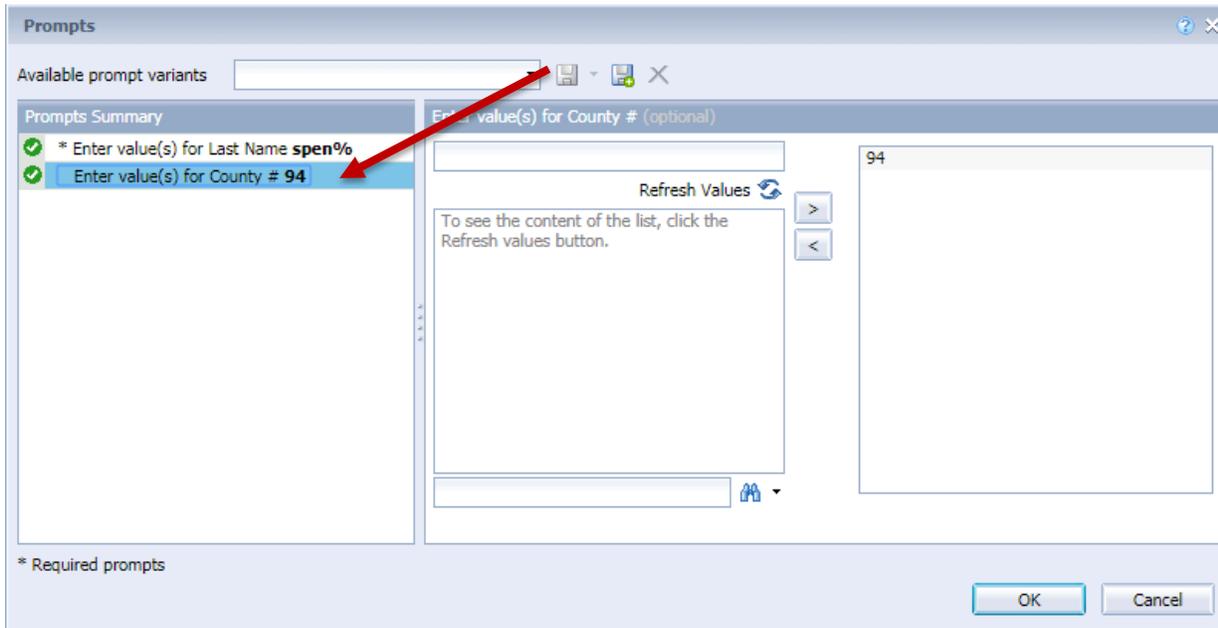
To search for last name beginning with SPEN, enter SPEN% in the field below (% is the wildcard character). Click on the > arrow.



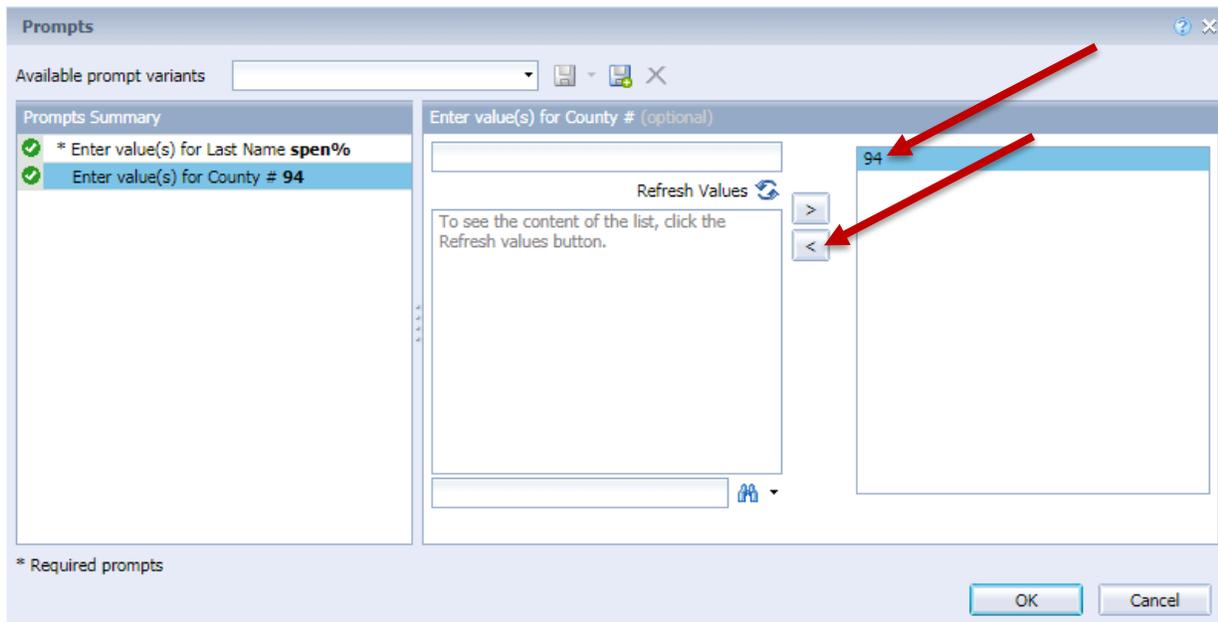
SPEN% is now in the right-hand field. The far left also indicates that the search will be for names beginning with SPEN.



After entering values for the last name, click on “Enter value(s) for County #” in the far left (County #94 is the default and will likely need to be changed).



In the far right, click on “94” to highlight it. Then click on < to remove County 94.



In this example, we are searching in County 77. Enter 77 in the field below.

Prompts

Available prompt variants

Prompts Summary

- \* Enter value(s) for Last Name **spen%**
- Enter value(s) for County #

Enter value(s) for County # (optional)

77

Refresh Values

To see the content of the list, click the Refresh values button.

>

<

\* Required prompts

OK Cancel

Click on the > key. County 77 is now in the far right column. Click OK when ready to search for names beginning with SPEN in County 77.

NOTE: You can leave the county field blank and search all 99 counties, if preferred.

Prompts

Available prompt variants

Prompts Summary

- \* Enter value(s) for Last Name **spen%**
- Enter value(s) for County # **77**

Enter value(s) for County # (optional)

Refresh Values

To see the content of the list, click the Refresh values button.

>

<

\* Required prompts

OK Cancel

The Award Report will update with the new search criteria. Repeat this process for additional searches.

https://jdwportal.iowa.gov/BViewer/HTMLViewer.jsp?lang=en&id=1190801&viewType=H&kind=Webi&token=B7pOXadyzNZcRoBmGKB1YWteb4IEvcicL9gftfLoNXKbaO%2fmDkpriu9aRVnl

https://jdwportal.iowa.gov/BViewer/HTMLViewer.jsp?lang=en&id=1190801&viewType=H&kind=Webi&token=B7pOXadyzNZcRoBmGKB1YWteb4IEvcicL9gftfL

Track Drill Filter Bar Freeze Outline

FIP Award Report

**File Date:** 2/28/18

SPENCER, OZETT	Address	County Cd	Zip	Maint Date	Grant Amt
SPENCER, [REDACTED]	[REDACTED] DES MOINES, IA 50314	77	50314	2/28/18	\$383
SPENCER, [REDACTED]	[REDACTED]	77	50314	2/19/18	\$426

SPENCER, SHAREVE	Address	County Cd	Zip	Maint Date	Grant Amt
SPENCER, [REDACTED]	[REDACTED] URBAN DALE, IA 50322	77	50322	2/19/18	\$72

When done, X out of the pop-up window.



31YWteb4IEvcicL9gftfLoNV9BFtHiIR3GT21oazYFo6uuGUBa%2btP4q3lxQPPg9NpWyKc%2fuBg... [Close] [Refresh] [Fullscreen]

ken=B7pOXadyzNZcRoBmGKB1YWteb4IEvcicL9gftfLoNV9BFtHiIR3GT21oazYFo6uuGUBa%2bt...

Reading [Help]

**File Date:** Febr. 2018

Then **LOG OUT** of the main window. You **MUST LOG OUT** (do **NOT** simply X out of the window), otherwise, the system thinks you are still searching.

We can **ONLY** have 10 people logged in at one time. So, please quickly search and log out. Thank you!



# Iowa Justice Data Warehouse

Welcome Taylor, Christine [DHR]

[Log Out](#)  
[Set As Home Page](#)

menu

Home > Reports > COMMUNITY ACTION FIP

### COMMUNITY ACTION FIP

Move Document

Title ↑

**LIHEAP FIP**  
Instance Col

« < 1 > »

Portal Menu

- Home
- Help
- Preferences
- Business Objects Explorer
- Favorites
- Inbox
- Reports

COMMUNITY ACTION FIP