

IDIS "LIVE"

News You Can Use . . .
for the
Integrated Disbursement and Information System

Chicago's Users Group Meeting, Largest Ever!

On Friday, April 18th, ninety-one grantees from across the country met in Chicago for the sixth IDIS Users Group Meeting. Many thanks to the Chicago Field Office who sponsored this meeting, along with the field offices of Milwaukee and Indianapolis who organized special presentations. Participants came from eight states and Puerto Rico to attend. Jim Barnes, CPD Director in Chicago and Lincoln Burruss welcomed IDIS users and introduced HUD staff from across the country and headquarters.

The most exciting part of the Chicago gathering, according to participants, were the question and answer "break-out" sessions. IDIS users got to break into smaller groups and ask questions pertaining to their specific program area.

Deborah Weaver of Gary, IN, asked how other grantees handle multiple addresses in the CDBG rehabilitation program. There are really multiple ways grantees may wish to handle this situation. Judy Skenadore of Milwaukee shared her organization's

way of doing multiple addresses in IDIS -- as a "multifamily." Another way is to set up a separate activity for each address under that project. It is really up to the grantee and the field office. That is the flexibility of IDIS -- the same thing can be done many ways, depending upon program requirements and your group's needs and ways of doing business!

IDIS is constantly being upgraded to meet your needs! Highlights of the latest IDIS release (version 2.12) were explained in Chicago. One of the latest IDIS "releases" or changes to IDIS was the ability for grantees to create a project in IDIS instead of using CPS. (Remember: **projects** had to be set-up in CPS; **activities** are set-up in IDIS). There is now a new feature for inserting and revising projects!

Sal Amalfitano, an original IDIS instructor, informed the grantees that this exciting capability is now functional. Check with your field office and page 8 of this newsletter for more details of this important new feature.

MaryLou Egan of Ramsey City, MN, informed grantees of a mailing list that Dave Robinson of Lake County, IL, created and how it has helped her. This mailing list is a way to e-mail your IDIS questions and issues via the internet to all IDIS users who are also subscribers to this important list. The mailing list is a great way to keep in touch with other grantees and to help answer each other's questions. To subscribe to the mailing list and participate by e-mailing your questions and issues to the whole Users that came to the Chicago meeting were brought up to date on the latest enhancements to IDIS. William Johnson demonstrated "HUD on the Internet" and also gave the group a handout outlining how they may access HUD via the internet. Not only does HUD have a home page, but many individual field offices also have their own web pages as well. When grantees were asked how many had access to the Internet, **most** participants responded that they did! It is important to note that those grantee organizations that do not have access to the internet can use HUD administrative money for setting up internet access - check with your field office! The internet is simply another way for

New Functionality on C04MA03 Screen "Process Activity"

When setting up an activity in IDIS, you must answer the last question on the second screen (C04MA03), "Will activity be carried out by an entity other than the grantee?" This field now has a new functionality which may affect your thinking about activity set-up.

IDIS community, simply address an e-mail to: **IDIS-USERS@HOME.EASE.LSOFT.com** Here is yet another great example of communities helping each other. Many thanks to Dave!

The break-out sessions provided good opportunities for grantees to interact and solve each other's problems! HOME Program questions and answers raised at the meeting have been reprinted for you on page 4 of this newsletter.

you to keep in touch with the latest information available regarding IDIS. Other ways include the User Group meetings, CPD hotline assistance, the IDIS Users and Student Guide (which will be combined in the future, at your request), chat rooms, and this newsletter.

An important aspect of the User Group meetings is the sharing of information among grantee communities. Ernie Fries of East St. Louis informed the group that he has downloaded WordPerfect 5.1 files from the internet and was able to view them using Word 6.0a without a problem.

With the latest release changes into IDIS, you now get a pop-up screen which asks you to select from a list of subgrantees listed in the system.

Those setting up a CDBG activity will now want to enter "NO." Those grantees which are setting up a HOME activity that is funded from the CHDO reserve, or the activity is

being carried out by an "Other Entity" will want to answer "YES."

This is a significant change from the previous functionality of this field. Originally, this field acted only as an indicator to take you to the C04MX01 screen, "Sub-recipient/Sponsor Information," which simply acted as a rolodex type

of file which allowed you to enter any organization into the system you wished. Now, the organization (most likely a CHDO) must already be listed on your subgrant table (through the Subgranting area of IDIS) in order to be flagged off the new pop-up screen. Contact your Field Office to add organizations not already in the system.

Users Share Reporting Tips

One of the major highlights of the meeting was a review of year-end reporting, presented by Marcia Bergeson and Lana Vacha of the Milwaukee Field Office. The most important thing to remember about end-of-year reports is that IDIS is now used to meet your HUD statutory reporting obligations. Lana pointed out that despite the fact that not all pertinent information is now captured on the reports (such as fiscal year and levels of expenditures on some reports) that these features are being added. For further details on IDIS reporting,

please refer to page 10 and 11 of this newsletter. Kudos to Marcia and Lana for putting together this helpful write-up of IDIS reports!

Finally, another of the issues addressed at the Chicago meeting was how to print IDIS reports on normal, letter size (8-1/2 by 11 inch) paper. See page 6 of this newsletter for these instructions.

Will you be involved in the next IDIS User's Group meeting? See pages 16 and 17 of this newsletter for more information!

We Heard You!

Here Are Changes You Wanted to See Made in IDIS

. . .

While you talked, CPD was listening -- and taking notes! Here is a list of your concerns raised at the most recent IDIS Users Group Meeting. Many of these concerns are addressed later in this issue of **IDIS "LIVE"**. Others are currently being worked on as enhancements to the system. CPD's on-going goal is to resolve at least 50 percent of the problems identified at each Users Group Meeting no later than the date of the next scheduled meeting. In this way, improvements are always underway. So far, we are on track.

Priority IDIS Improvements Needed Per Participants at Most Recent IDIS Users Group Meeting	Under Consideration	Already Solved or Currently Being Solved	Solution Provided in This Newsletter
HUD Activity printed on the Grantee Summary Activity Report.			X
Report printing on 8-1/2 by 11-inch paper.			X
Drawdown "total voucher" approval.	X		
Can files loaded on the internet be loaded in ".PDF" format?	X		
Detailed explanation of IDIS reports.			X
Create same HOME reports (CAA, CBA, CLA) in IDIS.		X	

"HOME" Q & A

Below are frequently asked questions that pertain specifically to IDIS and the HOME Investment Partnerships (HOME) Program. Please write in with more questions. We'll be happy to answer them for you!

Q. *Can funds be de-obligated from a CHDO and moved back to the participating jurisdiction's (PJ) main HOME program?*

A. You can do this, but the funds must go back to the CHDO set-aside, unless you had subgranted more than the required 15%. Go to Subgrant Menu, select Maintain Subgrants, choose the CHDO and the fiscal year, put 0 for the Suballocated Amount (however, the Suballocated Amount may not be reduced beyond the amount already drawn down). This will put the funds back into the CHDO reserve pool of funds. If your pool is only at 15%, you can move the amount in excess of 15% into the non-CHDO reserve pot.

Q. *What are the CHDO codes?*

A. There are three CHDO codes:

CR - CHDO reserve.

CO - CHDO Operating Expenses: A PJ may use up to 5 percent of its yearly HOME allocation for operating

expenses.

CC - CHDO Capacity Building: CC is credited to your CHDO reserve. A PJ can use up to 20% of the 15% reservation requirement for CHDOs' projects for capacity building, during the first 24 months that it is a PJ, in order to identify or develop a sufficient number of organizations that qualify as CHDOs.

Q. *Does the system automatically set up CHDO reserves?*

A. Yes, the system automatically sets aside the 15 percent for CHDOs. PJs reserve funds to CHDOs via subgranting.

Q. *Do you set up activities against individual CHDOs, but draw down against a lump sum amount?*

A. You do individual draws against the activities funded from the 15% that the system automatically sets aside.

Q. What information does the Field Office need from the grantee in order to designate a new CHDO?

A. The Field Office needs: The name, address and contact person of the CHDO. The Field Office should reply "NO" to banking information.

Q. I made a draw against one CHDO, but now want to apply it against a different drawdown. Can this be done and how?

A. Yes, this can be done through Maintain Drawdown - Revise Drawdown option.

You Asked For It

What's an IDIS Local Admini.

Specific Requests

Many people have asked, "What, exactly, is meant in IDIS by the term 'local administrator,' and what is he or she supposed to do?" A local administrator, in IDIS terms, is not a manager, secretary, or a clerical-type duty. Rather, a local administrator in IDIS is someone who serves as a "gatekeeper" for rights and privileges in IDIS for his/her office. Strictly speaking, a local administrator for IDIS can only view activities, get reports, maintain tables, restrict the access rights of others, and deactivate and reactivate other users who work for the same grantee. A local administrator cannot set up activities, request drawdowns, or approve drawdowns. It is a critical position since local administrators can, themselves, block and unblock someone from getting into IDIS.

It amounts to this: IF YOU DON'T ASK from the local administrator, YOU DON'T GET. It is up to your

organization to determine who your "local administrator" is and who gets these rights. Tell your field office who this person is before going "live"!

If the authorizing official decides that a local administrator should have any of the other functions (e.g., setting up activities, requesting drawdowns, approving drawdowns), he/she can authorize those; IDIS allows that. In offices with limited staff, one person can have full rights to IDIS, and can do it all.

There should be at least one administrator for each grantee. It is a good idea to have more than one, but only if they coordinate tightly with one another. Operationally, a red flag ought to go up in the mind of a local administrator if an IDIS user asks to be reactivated, since only a local administrator can deactivate someone. Here's a scenario: John Doe has just been told he no longer works for Anytown, USA. The local

administrator is informed of this fact and deactivates John's ID. John is disgruntled; he goes to the other local administrator and says "I can't get into IDIS, and I have to work on some drawdowns right now." The other local administrator COULD let John back in, but shouldn't without talking to his/her partner.

The set of functions that an IDIS user is allowed to have is controlled in two ways:

The functions that the authorizing official approves on the IDIS Access Request form are the functions that the HUD system administrator at Headquarters gives the user.

The local administrator can restrict that access, but not increase it, by going

into the utility menu of IDIS and removing "Xs" from blocks, to turn off some functional access that HUD HQ has turned on. This may be necessary as people's jobs change. Be careful: You can remove, but you can't put back!

The only way to increase the functions for an IDIS user is to submit an IDIS Access Request form to the HUD system administrator at Headquarters. This must be a new form, with a new signature by the authorizing official and a new notarization. For live IDIS users, these forms must be ORIGINALS mailed to the HUD Field Office for approval, and sent on to the HUD IDIS system administrator. A fax won't do -- it is just too easy for an unscrupulous person to mark a few more "Xs" on the form, not show it to anyone, and fax it.

F1 Column

Helpful Hints

On 1

So, how do I get those IDIS reports to print on 8 1/2 by 11 inch paper?

IDIS reports are currently designed to print on 133 character "green bar" computer paper. At the Chicago User's Group meeting, participants were offered some hints. When printing IDIS reports from your computer, it is helpful to have a template saved in WordPerfect. Dave Robinson, of Lake County, IL, offered a way to simply make a copy of the preformatted template each time you are ready to print a new report. Here's how you do it:

First: **Request** and **download** your IDIS report. (The February 7, 1997 issue of IDIS "**LIVE**" or the **IDIS Student Guide** offers a good walk-through of this, if you need a refresher.)

Next: Go into WordPerfect and begin a new document. Set the **page**

size to **landscape**, and the **font** to **10 courier** (9 courier works well too). Set your **margins** to minimum for left and right, and to 0.5" for top and 0.4" for the bottom.

Then: In order to force the page heading to print at the top of each page, use a global replace to insert a hard page break (insert page break) at the beginning of each page instead of setting the top and bottom margins through the template.

Keep in mind that this template works well with reports of a fixed length. If your report varies in length, however, you may want to adjust your template as you go along. Let us know your tips for success so that we may share them with others!

Q & A

You've Got Questions?
We've Got Answers...

We know you've got questions about IDIS . . . and, the Users Group is here to answer them This "Q & A" column is a regular feature of the IDIS "LIVE" newsletter. Your technical questions, such as "How do I . . . ?" are answered here by CPD technical staff.

If we haven't addressed your question yet, write to us via regular mail, cc:Mail, or on the Internet. See the NewsFlash column for contact information.

Or, better yet...come to the next scheduled IDIS Users Group meeting and have your question answered first-hand!

Q. I have a drawdown voucher with several line items. All line items were approved except for one. The payment is complete. Can I now go back to the voucher and approve the one line item that was not originally approved?

A. No, LOCCS cannot accept the same voucher twice, therefore a new voucher with that line item should be created.

Q. After a drawdown has been created (set up) is there a time limit on approving the drawdown?

A. No, there is no time limit on approving a draw once it has been set up.

Q. How often should the status of activities in IDIS be updated?

A. The status of activities in IDIS should be updated at least on a quarterly basis.

Q. How do I delete an activity in IDIS?

A. Activities in IDIS cannot be deleted; however, they can be canceled on the C04MA04 screen. Select Activity Status Code number 1.

Q. How do I receive a local telephone number for SprintLink?

A. Please dial 1-800-473-7983, to receive your local Sprint telephone number. The automated system will prompt you. Be ready with pen and paper to write down the local number.

Q. Is the form SF-272 still required to be submitted by grantees if they have converted to IDIS?

A. No, IDIS does not require this form.

Q. What does an "open" voucher status mean?

A. Open voucher status means that
the voucher has been created

but not approved.

You Asked For It!

Specific Requests
Helpful Hints & Short Cuts
To Keep You Moving Along in IDIS

The following IDIS system enhancements and problem resolutions were released to the Production and Pre-production system environments as Version 2.13 on Wednesday, April 30, 1997 and became available for use on Thursday, May 1, 1997.

1. Activity Funding Subsystem Infrastructure

A conversion system has been developed to provide the infrastructure within the IDIS database to support the new upcoming features of Activity Funding, Commitment of Funds, Sub-recipient Access, and State Access. The IDIS Plan/Project tables will be converted from UOG Code and Number to Grantee ID.

2. Activity Funding Infrastructure

Eighteen IDIS online and report programs have been modified to use the new Plan/Project Tables described in number 1 above.

3. Online Project Insert/Revise and Approve

This phase of the Online Project Insert/Revise/Amend capability implementation will allow the grantee to Approve a new project that it has inserted and revised, so that it can attach activities and perform drawdowns under that

project.

The Approve feature will be available from the Maintain Projects menu option, and it will have the same look and will operate similar to the Maintain Options of the Drawdown and Subgranting Subsystems.

That is, the Approve feature will be one of the selection codes when choosing a project to maintain on the new C04MK04 screen.

The flow of the Insert/Revise/Amend process is:

- a. The grantee uses Project Insert to initially enter the project information.
- b. The grantee then uses the Project Revise feature under the Maintain Project menu selection to edit the project data, until it is satisfied that the project is "ready" to be approved to add activities and drawdowns.
- c. Once the grantee approves the project, any changes to it must be done through the Project Amend feature (to be available on 5/30/97).

4. Drawdown Subsystem Modification

Drawdown Subsystem screen C04MD10, Create Vouchers, has been modified to display Activity Name.

5. Drawdown Subsystem Modification
Drawdown Subsystem screen C04MD12 has been modified to display Activity Name.

6. Help For Source Type and Fund Type

Help screens for Source Type and Fund Type fields in the Drawdown and Subgranting Subsystems will now be available. The F1 key will cause the help to be displayed. Once the appropriate funding combination is A new Subrecipient Help screen has been developed to display all potential subrecipients for a grantee -- that is, subrecipients with or without a current grant. This Help screen will be used with the C04MA03 screen, when a yes ("Y") response is given at the "Will this activity be carried out by an entity other than the grantee?" prompt. It will list all available subrecipients for the logon grantee.

9. CDBG Path Change

The CDBG activity setup screen, C04MC03, has been modified to allow for modification of the Census Tract input field. Previously, once a Census Tract was entered, it could not be changed.

(The following are system software

selected, the help program will return the selections back to the related fields on the original screen.

7. Conversion Request Modification
A modification has been made to the Conversion Request Utility Option to allow for a hold to be placed on a previously requested production conversion. This will allow for a stop of the production conversion process when last minute problems are encountered.

8. Subrecipient Help

and/or data fixes resulting from IDIS Problem Reports)

10. Drawdown Subsystem Correction
Problem of Accepting Non Numeric Data in Revised Drawdown Amounts

11. Drawdown Subsystem Correction
Problem of Accepting Non Numeric Data for Collections and Adjustments in Maintain Drawdown Option.

12. Drawdown Subsystem Correction
Fix Drawdown Subsystem Problem of Incorrect Cursor Positioning After Returning From Help.

13. Screen Correction
Fix HOME Path screen C04MH16 to position cursor properly when returning from Help.

You Asked For It!

Specific Requests

Listed below are reports available for IDIS grantees and a description of the information that is contained in each report.

Report No. C04PR01
Federal Entitlement Grant Funding for Grantee
Sorted by Fiscal Year and Program
This report provides financial information on the major grants (CDBG, HOME, ESG, HOPWA) received by the Grantee, including the amount allocated for each FY, any suballocated amounts of these grants, the net amount drawn on these grants and the amount of the grant remaining in LOCCS.

Report No. C04PR02
List of Activities for Grantee Sorted by Project and Activity
This report provides financial information on Projects, identified in Consolidated Plan/ Annual Plan by Grantee, and Activities, identified in IDIS under each Project, including the amounts budgeted to each activity, the amounts drawn down from LOCCS for each activity and the amount remaining in LOCCS for this activity.

Report No. C04PR03
Summary of Activities for Grantee
Sorted by Program Year, Project and Activity
(Summary of Activities Having a Direct Benefit)
This report provides program and financial information on Projects and Activities including Matrix Codes, Activity Name, Description and Location, Date Funded, National Objective, Activity Status, Number of Persons Assisted, Unliquidated Obligations, and Amount Authorized and Expended.

Report No. C04PR05
Grant Drawdown for Grantee (UOG Code/No)
Sorted by Project and Activity

This report provides financial information on each Project and Activity including the type of funding, voucher number, type of financial transaction, and the amount of funds drawn from LOCCS.

Report No. C04PR06
Consolidated Plan Annual Performance Report
And Evaluation Report (CAPER)
This report provides program and financial information for Projects including the funding sources for the Project, the funds budgeted, drawn down and remaining for each Project, the type of accomplishments (depending on national objective), proposed and actual accomplishments and the project description.

Report No. C04PR07
Drawdown Voucher Summary Report
This report provides financial information for each of the major grants (CDBG, HOME, ESG, HOPWA) regarding vouchers created in IDIS by the Grantee including the voucher number, line item number, control number, voucher date, HUD Activity number, grant number, voucher status, source type, fund type and drawdown amount.

Report No. C04PR08
Grantee Summary Activity Report for FY XXXX
This report provides financial and program information for Activities in IDIS including the Activity name, Matrix Code, the Grantees Activity Number, the date funded, the activity status, authorized amount, amount drawn down and the date of the last drawdown.

Report No. C04PR09

Program Income Details Sorted by Fiscal Year and Program

This report provides financial information on a Grantee's program income received and expended for each of the major grants (CDBG, HOME, ESG, HOPWA) including the fiscal year received, the fund number established in IDIS, the amount of program income obligated to program by Grantee, the authorized amount of program income to be "drawn" from system, the receipt number and date and the amount of program income drawn or pending in the system. (This report only available if the Grantee is using IDIS to record program income. If not using system, Grantee will have to submit supplemental information on their program income.)

This report will provides financial and program information on new housing construction activities undertaken by the Grantee including the activity name, status, Grantee activity number, National Objective, authorized amount and amount drawn down.

Report No. C04PR12

Financial Summary for ESG Program for Fiscal Year XXXX

This report provides financial information on the Grantee's ESG program including the grant amount, amount committed and amount disbursed.

Report No. C04PR13

Float Funded Activities

Report No. C04PR10

Rehabilitation Activities for Fiscal Year XXXX

This report provides financial and program information on rehabilitation activities undertaken by the Grantee with CDBG funds including the activity name, the total amount of funds allocated to the activity, the amount of CDBG expended, the total number of units at the start of activity, the number of low/mod units expected at completion, the total number of units completed, the number of units occupied by low/mod persons and the % of units occupied by low/mod persons.

Report No. C04PR11

New Housing Construction for Fiscal Year XXXX

This report provides financial and program information on a float-funded activity including the activity name, status, Grantee activity number, National Objective, amount authorized and amount drawn down.

C04PR14

Activities by CDFI Area for Fiscal Year XXXX

This report provides financial and program information on activities carried out by Community Development Financial Institutions in investment areas including the activity name, status, Grantee activity number, National Objective, authorized amount and amount drawn down.

ATTENDANCE
IDIS USERS GROUP MEETING
Chicago, Illinois

Below are names of those who attended the IDIS Users Group Meeting on April 18th, in Chicago.

We encourage you to contact each other to share insights and experiences.

NAME	AGENCY or FIELD OFFICE	USE of IDIS	TELEPHONE and E-MAIL ADDRESS
Judy Adler	Janesville, WI	CDBG/HOME	608-755-3107
Pat Andrews	Elgin, IL	CDBG	847-931-5910
Doug Anderson	Rock Island, IL	CDBG	309-793-3442
Fran Aring	Milwaukee, WI	CDBG/ESG/HOME	414-286-2337, FARING@CI.MI.WI.US
Evelyne Bazel	Cook County, IL	HOME	312-629-6912
Veronica Bell	Elgin, IL	CDBG	847-931-5913
Marcia Bergeson	HUD Milwaukee	ALL	414-297-3355
Julia Beverly	Indianapolis, IN	CDBG/HOME	317-226-6132
Karen Bishop	HUD Indianapolis	ALL	317-226-6475
Pam Blalock	Mishawaka, IN	CDBG	219-258-1668
Diane Bonner	East St. Louis, IL	CDBG/HOME/ESG	618-482-6635
Birdie Boyd	Milwaukee, WI	HOME	414-286-8199
Gary Bozzoni	Milwaukee, WI	HOME/CDBG	414-278-4880
Don Bright	Chicago, IL		312-744-8168
Clay Brooks	East St. Louis, IL		
Pat Carlisle	Gary, IN	CDBG/ESG	219-881-5075
Mary Carthell	Rockland, IL	CDBG/HOME	815-967-6762
Lisa Clark	Eau Claire, WI	HOME/CDBG	715-839-4943
Stevie Cox	East St. Louis, IL	CDBG	scox@primary.net

NAME	AGENCY or FIELD OFFICE	USE of IDIS	TELEPHONE and E-MAIL ADDRESS
Jim Cunningham	St. Louis, MO		314-539-6522
Kimberly Danna	HUD Chicago	ALL	312-353-1696
Jennifer Davis	Chicago, IL	ALL	312-744-9481
Barb DeJong	Anoka, MN	CDBG	612-323-5714
Larry Dixon	Waukegan, IL	CDBG	847-599-2530
Sheila Dodd	Champaign, IL	CDBG/HOME	217-351-4427
Marcia Dodge	CPD Headquarters	HOME	202-708-2685
John Dorgan	HUD Indianapolis	ALL	317-226-6130
Carol Dunn	Gary, IN	CDBG/HOME/ESG	219-881-5075
MaryLou Egan	Ramsey County, MN	CDBG/HOME	612-266-8025
Jill Ellestad	Pekin, IL	CDBG	309-477-2319/ jellestad@pekin.net
Paul Evan	Schaumburg, IL	CDBG	847-895-4500
Irene Francis	Hammond, IL	ESG/CDBG	219-853-6371
Ernie Fries	East St. Louis, IL	CDBG/HOME/ESG	eslcdbg@primary.net
Fran Frutiger	Moline, IL	CDBG	309-797-0707
Ismael Garcia	San Marcos, TX	CDBG	512-393-8178
Linda Gillespie	Waukegan, IL	CDBG/HOME	847-599-2533
Barb Gomora	Juliet, IL	CDBG/HOME	815-727-2332
Tom Gordon	Eau Claire, WI	CDBG/HOME	tomg@eau.net
Sue Guio	DeKalb, IL	CDBG	815-748-2060
David Harkness	Rockland, IL	CDBG/HOME	815-967-6762
Natlene Harper	East St. Louis, IL	CDBG/HOME	618-482-6635
Charles Huff	Aurora, IL	CDBG	630-844-3623
Noelle Kischer	Waukegan, IL	CDBG	847-599-2534
Richard Koenis		HOME	312-836-5291
Carla Konopacki	Waukesha County, WI	CDBG	414-348-7920
Dolores Koziol	HUD Indianapolis	ALL	317-226-5277
Julia	DuPage County, IL	CDBG/HOME	630-682-7543

NAME	AGENCY or FIELD OFFICE	USE of IDIS	TELEPHONE and E-MAIL ADDRESS
Langhorn			
Mary Liming-Cowart	Oak Park, IL	CDBG/ESG	708-383-6400
Vick Loth	Milwaukee, IL	ALL	414-286-2309
Sally Lufkin	Evanston, IL	CDBG/HOME/ESG	847-866-2928
Don Lybeck	Milwaukee, WI	CDBG	414-278-5254
Chris Maurer	Milwaukee, WI	HOME	414-286-3204
Joyce McDough	Chicago, IL	ALL	312-744-2724
Linda McFarlands	Aurora, IL	CDBG	630-844-3613
Winston McGill			312-353-1696 x2716
Gloria Merrill			312-353-1696 x2710
Nicki Modaber	Evanston, IL	CDBG/HOME/ESG	847-866-2915
Karl Molekan	Lake City, IL	CDBG/HOME/ESG	847-360-6484
Kathy Moncy	Brockton, MA	CDBG/HOME	508-587-6085
Rafael Montes	Manati, PR	CDBG	787-854-4942
Nancy Morales	Wheeling, WV	CDBG/HOME	304-234-3877
Imilagros Murphy	Manati, PR	CDBG	787-854-4942
Roger Nahas			
Gloria Ng	Milwaukee, WI	HOME	414-286-2879
Anna Nunez-Degutis	Lake County, IN	CDBG/HOME	
Darlene O'Keefe			312-353-1696
Howard Parker			847-253-2340
Maria Elena Paulson	HUD Minneapolis	ALL	612-370-3094
Christine Pedersen	DuPage County, IL	CDBG/HOME/ESG	630-682-7543
Wanda Pettigrew	Gary, IN	CDBG/HOME/ESG	219-881-5075
Sandy Pollock	Wheeling, WV	CDBG/HOME	815-748-2060

NAME	AGENCY or FIELD OFFICE	USE of IDIS	TELEPHONE and E-MAIL ADDRESS
Jennifer Pratt	Moline, IL	CDBG	309-797-0710
Lorretta Robinson	Bridgeport, CT	CDBG/HOME/ESG	203-576-7152
Kris Rogers	Rockland, IL	CDBG/HOME	815-967-6935
Debra Rondelli	Lake County, IN	HOME/CDBG	219-755-3225
Bill Rotert	Kansas City, MO		913-551-5485
Carl Sago	Rockland, IL	CDBG/HOME	815-967-6762
Nelson Sarmiento	Cook County, IL	ALL	312-629-3575
Russ Sillery	Madison County, IL	CDBG	618-692-7040
Judy Skenandore	Milwaukee, WI	ALL	414-286-0373/ jskena@ci.t.mil.wi.us
Daniel Spung	McHenry County, IL		815-334-4138
Maryann Taranowski	McHenry County, IL	CDBG/HOME	815-334-4215
Tom Thompson	Village of Skokie, IL	CDBG	847-933-8446
Maureen Thurman			312-353-1696
Kent Tucker		CDBG	217-893-1661
Lana Vacha	HUD Milwaukee		414-297-3113
Nora Vogt	Village of Arlington Hts.	CDBG	847-577-5672
Sharon Walker	Bloomington, IL	CDBG/HOME	309-434-2342
Lisa Warren	DuPage County, IL	CDBG/HOME/ESG	630-682-7775
Deborah Weaver	Gary, IN	CDBG/HOME/ESG	219-881-5075 x31
Ann Webbles	Oak Park, IL	CDBG/ESG	708-383-6400
Ray Webster	Aurora, IL	CDBG	630-844-3623
Paul Wschinger	Minneapolis, MN	ALL	612-673-3236
Angela Whalen	Brockton, MA	CDBG/HOME	508-587-6085/ scrz94006.aol.com
Stacye Wilson	San Marcos, TX	CDBG	512-393-8235
Vern Witkowski	Cook County	CDBG	312-443-4297

NAME	AGENCY or FIELD OFFICE	USE of IDIS	TELEPHONE and E-MAIL ADDRESS
Wadette Yoder	Mishawaka, IN	CDBG	219-258-1609
Winah Zorro	Beloit, WI	CDBG/HOME	608-364-6700

Upcoming News Items & Events

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Mt. Vernon Meeting Friday, June 20, 1997

Meeting Registration: To attend this meeting,

Field Office Contact:

Meeting Location:

Belsky Auditorium
12 North 7th Avenue
Mt. Vernon, NY 10550-2060
Telephone: 914-664-8000

Directions to Meeting:

From La Guardia Airport:

Follow signs to Grand Central Parkway East Long Island to Whitestone Expressway Bridge Exit (\$3.50 toll).

Follow signs to the Hutchinson River Parkway North and continue to Exit 12 East/Lincoln Avenue. Make a left turn at the stop sign. Make a left onto East Lincoln Avenue and a left onto Gramatan Ave. Make a right onto West Prospect Avenue to Mt. Vernon Hospital/School of Nursing (across the street from the parking lot on Valentine Avenue.)

By Taxi:

One-way fare from La Guardia Airport is approximately \$35.00.

From the West Side of Manhattan:

Take the West Side Highway to the Henry Hudson Parkway (\$1.75 toll). Proceed to the Saw Mill River Pkwy. Exit at the Cross County Pkwy East to Broad Street exit and make a left at traffic light. Make a right onto Gramatan Ave. (Follow highlighted directions above.)

Parking: There is a municipal

parking garage right next to City Hall (one block from the meeting site) on Stevens Avenue (25cents/hr).

please call Sharon Lee-Thomas: 202-708-0614, x2

Hotels: Unfortunately, there are no hotels in the area. Please refer to the following for nearby accommodations:

City of New Rochelle (15 minutes away by car)

- Ramada Inn 914-576-3700

City of New York (Grand Central-42nd St., 30-minute Metro-North train ride from Grand Central Station)

- Crowne Plaza Manhattan, 1-800-227-6963 or 212-977-4000

- Marriott Marquis, 212-398-1900

- Shelburne Murray Hill, 212-689-5200

- Sheraton Manhattan, 212-581-3300

City of Yonkers (15 minutes away by car)

- Crystal Manor Hotel, 914-969-7500

- Holiday Inn, 914-476-3800

Airports: La Guardia Airport (1/2-hour from Mt. Vernon)
John F. Kennedy International Airport (Please check with hotel for shuttle service prices and frequency of service.)

Public Transportation: (take train to Mt. Vernon East; fare is \$4.00, one way).

New York City Subway (fare is \$1.50, one way)

Food: There are several moderately-pr

Weather: The temperature in June in the New York metropolitan area is generally about 78

to 82 degrees F., with low humidity.

**Upcoming News Items & Events
Continued**

Mark Your Calendars!

The next IDIS Users Group Meeting is scheduled for Friday, May 16, 1997 in Louisville, Kentucky, from 8:30 a.m. to 4:00 p.m.

The meeting will be held at:

The Urban County Government Center
1st Floor - Training Room
810 Barret Avenue
Louisville, Kentucky 40204

If you plan to attend this meeting, please call Sharon Lee-Thomas, 202-708-0614, x2985, to register.

Future IDIS Users Group Meetings:

Here are the dates and locations for future Users Group meetings. If you would like to attend, please call Sharon Lee-Thomas, 202-708-0614, x2985, to register.

May 16, 1997 - Louisville, KY
June 20, 1997 - Mt. Vernon, NY
July 18, 1997 - Little Rock, AR

August 15, 1997 - Milwaukee, WI
September 19, 1997 - Portland,
OR
October 17, 1997 - Hartford, CT
November 21, 1997 - Lee County,
FL

For More IDIS Information . . .

Your IDIS Users Group contact person is Lincoln Burruss, at CPD. You may contact him via the following:

Telephone:

Internet: lincoln_burruss@hud.gov

Mail: HUD/CPD, Office of
Executive Services
451 Seventh Street, SW,
Rm 7226
Washington, D.C. 20410

* For technical information, contact the CPD Hotline: 1-800-273-2573.

* For ID and Password information, contact your local HUD Field Office.