

IDIS LIVE

...for the Integrated Disbursement and Information System

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

NEW HOME DATA ANALYSIS COMING SOON

PJ WORKSHEETS WILL BE POSTED ON WEB FOR REVIEW

Last August, the HOME Office of Affordable Housing (OAHF) completed the largest effort to date to clean up erroneous and missing IDIS data. Though the process was arduous, all 542 entitlement and state participating jurisdictions reviewed their spreadsheets and reported data clean-up as complete.

In the intervening months, the HOME Program Office has reviewed the changes made by our PJs. In particular, the Program Office reviewed the following three criteria:

- Does more than one activity within the same project have the same address?
- Do any completed activities have blank or “vacant” beneficiary information?
- Are there activities with HOME completion path data that haven’t drawn funds?

Much to our dismay, many PJs have activities that fall into one or more of these categories.

From a PJ’s perspective, we are sympathetic to the amount of time it may take to clean up missing and erroneous data -- honest.”

(continued on page 2)

Today is IDIS’s 5th Birthday

Bob Meehan, former SDED Director, reminds us that *today* completes five years of IDIS operations by the pioneers in Chester County, PA. “Should you have the opportunity to do so, please convey my greetings, compliments and appreciation to them,” says Bob.

REGISTER NOW FOR IDIS TRAINING IN JACKSONVILLE, ST. LOUIS, OR WASH., DC

- April 3-6 Jacksonville, Florida
- June 12-15 St. Louis, Missouri
- August 14-17 Washington, DC

For those users new to IDIS or old-timers who need a refresher, now is the time to register for upcoming IDIS training. (*Sessions are filling quickly. The April 3-4 CDBG entitlement session and April 3-4 and 5-6 multi-funded sessions are already filled!*) These workshops are designed to help users build the basic skills necessary to successfully navigate the IDIS system so that they can draw down funds and report to HUD on their accomplishments.

CPD has also scheduled separate two-day sessions that combine the very popular *IDIS Plus* workshop and the new *IDIS Reports for Entitlement Grantees* workshop. The new workshop is called *IDIS Plus & Reports*.

To register or for more information, go to: <http://www.hud.gov/cpd/idis/calendar.html> ■

DGMS GRANT PROGRAM INVENTORY NOW AVAILABLE ON THE HUD WEB PAGE	2
HOPWA OFFERS PROPOSED GUIDANCE ON SETTING UP PROJECTS AND ACTIVITIES IN IDIS	3
IDIS AVAILABLE ON SATURDAYS	3
REGISTER NOW FOR TRAINING. SESSIONS FILLING FAST.....	4

(HOME Data Analysis, cont'd)

If the shoe were on the other foot, we, too, would probably be asking, "What's in it for me? What benefit will I gain by filling in the data HUD wants?"

This time of year, a tax-time analogy may be appropriate. Would anyone ever provide a tax return to the IRS that they didn't review before filing? (And, let the IRS decide the proper amount of tax based on "honest" mistakes.) Following this logic, it stands to reason that no jurisdiction would want the perception of their housing program to be based on errors and omissions.

Altruism aside, we can't promise that your grant will increase because you entered accurate data. However, the opposite could occur. Because HUD needs accurate data to report to Congress (and jurisdictions need to report to their citizens), a lot of bad data affects how Congress – and the American public – perceive the effectiveness of the HOME

program. Don't we all want to create as positive an image as possible?

During the month of March, CPD will prepare an easy-to-read Excel spreadsheet for each PJ that has potential errors and omissions in their IDIS HOME data. The spreadsheet lists each activity number and the condition that needs to be reviewed and corrected.

Unlike past data reviews, these new spreadsheets will be posted to the HUD HOME web page. PJs may review their spreadsheets on-line; or conveniently save them to a local file. Once changes to IDIS are complete, grantees can notify HUD they are finished simply by clicking a button to send an e-mail from their web browser.

Stay tuned. We'll let you know when and where the new spreadsheets are posted in the "What's New" section of HOME's website,

<http://www.hud.gov/cpd/home/homeweb.html> ■

DGMS GRANT PROGRAM INVENTORY NOW AVAILABLE ON THE HUD WEB PAGE

The DGMS program team recently unveiled a web-based grant program inventory that provides detailed information on every grant that HUD awards.

The web site contains an inventory of all HUD grant programs and provides detailed information such as -- program purpose, how to obtain application kits, eligible applicants, application/plan submission requirements, explanation of matching requirements, threshold requirements, factors for award, eligible activities, grant sizes and terms, cross-cutting

requirements, and information collections for each program.

The web page lets users enter a program name in a search box to go directly to that program. Or, users can browse by Program Title, Program Office, Type of Program, or Catalog of Federal Domestic Assistance Number (CFDA#).

To view the site, go to:

<http://mf.hud.gov:63001/dgms/gpi/> ■

HOPWA OFFERS PROPOSED GUIDANCE ON SETTING UP PROJECTS AND ACTIVITIES IN IDIS

The Office of HIV/AIDS has been working diligently to formulate and summarize guidance on the topic of entering projects and activities in IDIS. Two pieces have been written addressing this. The first one, **Setting up Projects and Activities**, illustrates the format grantees should follow for entering new FY2001 projects and activities. The second piece is a draft proposal on the subgranting feature in IDIS. (Grantees may choose to use this feature if it proves helpful in entering and tracking their data.)

We are interested in what you think. The two pieces have been placed under the "HOPWA News" section of the HOPWA homepage, in pdf format for easy downloading:

www.hud.gov/cpd/hopwahom.html

The draft documents will remain on the homepage until 3/16/01 for comment. Please email your feedback to vera_a_perez@hud.gov.

The final guidance will be a reflection of your feedback. Remember, your input helps ensure that quality guidance is developed. ■

IDIS AVAILABLE ON SATURDAYS

IDIS is now available every Saturday from 8 a.m. until 8 p.m., eastern time.

Please note that vouchers created on Saturdays will not be sent to LOCCS until the following Monday evening. The IDIS Technical Assistance Unit will not be available to assist weekend or holiday users. ■

The next edition of *IDIS Live* will be published on April 2, 2001.

TAU TOTALS FOR JANUARY

A total of 1,039 calls were received by the TAU during the month of January, 2001. Less than one percent of the calls (4) concerned non-IDIS problems, while over 99 percent of the calls (1,035) were associated with IDIS. All calls received by the TAU were answered by CSC customer service representatives, resulting in no voice mail for the month. ■

FOR YOUR INFORMATION:

Your IDIS contacts are:

Vivian Baldwin 202-708-0614, x4793
e-mail: Vivian_C_Baldwin@hud.gov
Shanda Wyckoff 202-708-0614, x4567
e-mail: Shanda_Wyckoff@hud.gov

Mail: HUD/CPD
Systems Development and Evaluation
Division
451 Seventh St., S.W., Room 7226
Washington, DC 20410

For technical information, contact your field office or the CPD Technical Assistance Unit at 1-800-273-2573.

To have your IDIS ID and password reset, call HUD Security at 202-708-3300.

For IDIS training, contact TONYA, Inc. at 202-289-8100.

For Web390 ID and password information, contact your local HUD field office or the TAU at 1-800-273-2573.

REGISTER NOW FOR TRAINING.

SESSIONS FILLING FAST

Three “on-the-road” IDIS training sessions have been scheduled for this spring and summer. Entitlement grantees receiving only CDBG program funds should register for the CDBG only session.

Entitlement grantees receiving HOME funds (in addition to other program funds) should register for the multi-funded session.

State grantees receiving CDBG or HOME funds should register for the two-day CDBG for States or HOME for States sessions.

State grantees receiving HOPWA or ESG program funds should register for the one-day HOPWA for States or ESG for States sessions

The sessions will be facilitated by the IDIS experts from TONYA, Inc. ■

<u>Location</u>	<u>Deadlines</u>	<u>CDBG only</u>	<u>Multi-Funded</u>	<u>CDBG for States</u> or <u>HOME for States</u>	<u>HOPWA for States</u> or <u>ESG for States</u>	<u>IDIS Plus & Reports</u>
Jacksonville, FL April 3-6, 2001 Radisson Riverwalk 1515 Prudential Drive Jacksonville, FL 32207 (904) 421-4484	Sleeping room rate: \$65.00 per night + tax Please make reservations by March 9 th	Session Full	Session Full	April 5-6	April 5	April 3-4 or April 5-6
St. Louis, MO June 12-16, 2001 Riverfront Hotel St. Louis 200 S. 4 th Street St. Louis, MO 63102 (314) 241-9500	Sleeping room rate: \$119.00 per night + tax Please make reservations by May 18 th	June 12-13	June 12-13 or June 14-15	June 14-15	June 14	*
Washington, DC August 14-17, 2001 Hotel Washington 515 15 th Street, NW Washington, DC 20004 (202) 638 - 5900	Sleeping room rate: \$119.00 per night + tax Please make reservations by July 13 th	Aug. 14-15	Aug. 14-15 or Aug. 16-17	Aug. 16-17	Aug. 16	*

*Watch for announcements of future sessions of *IDIS Plus & Reports*