

IDIS LIVE

...for the Integrated Disbursement and Information System

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

VERSION 6.6 PRESENTS UPDATED HOME AND CDBG REPORTS

IDIS Version 6.6, released on February 15, provides grantee-requested enhancements and corrections to the CDBG Activity Summary Report (PR03) and the Status of HOME Grants Report (PR27).

The PR03 report now prints the Extended Activity Narrative, the Proposed and Actual Accomplishments, the Completion Date entered on the Setup Activity screen, and, for LMA activities, the Low/Mod Percent entered on the Area Benefit Screen. The report now contains a new Grand Total section at the end.

The PR27 report can now be requested at the grantee summary level only, or for the grantee and all subrecipients (the old report). In addition to fixing a number of calculation errors, the new report has been reformatted to accommodate the extra space required for printing larger dollar amounts and the inclusion of new columns of data that are used to calculate each section's totals. For easy reference, the report now includes the sum of Commitments from Authorized Funds and Net Program Income Disbursed. This amount is the identical calculation used in the Commitment Status Report posted monthly on the HOME web page, <http://www.hud.gov/offices/cpd/affordablehousing/reports/index.cfm>.

See the Version 6.6 Release Notes on page 3 for a complete description of these and other enhancements and fixes in the release.

RESERVE YOUR PLACE THIS MONTH FOR THE 2002 NATIONAL HOPWA FORMULA GRANTEES MEETING, APRIL 24-26 IN WASHINGTON, DC

The Office of HIV/AIDS Housing, in collaboration with AIDS Housing of Washington (AHW), will sponsor the 2002 National HOPWA Formula Grantees Meeting. The meeting will be held in Washington, DC from April 24-26, 2002.

Grantees and administrators of formula funds from the Housing Opportunities for Persons with AIDS (HOPWA) Program will find the meeting very valuable as it will focus on strengthening existing programs, implementing program outcome measurement, and strategizing new directions in HIV/AIDS housing and support service delivery. All HOPWA formula grantees are encouraged to attend.

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(HOPWA, continued from p. 1)

AHW has organized a Curriculum Advisory Committee comprised of formula grantees from across the country to help shape the content of the meeting and make it more peer led. Both peers and professional trainers will facilitate the content, which includes training, presentations, and roundtable discussions. Topics include:

- Tools for Outcome-based Evaluation of HOPWA-funded Programs
- Intermediate/Advanced Housing
- Ryan White Program Integration Panel
- Sound Program Management
- Future/Visions
- Updates on HUD Regulations and Policies

Historically, these meetings have included IDIS training specific to the HOPWA program. This year we plan to offer one-on-one consultations with grantees on IDIS performance reporting issues. Grantees can ask specific questions about IDIS and have them answered on the spot. Headquarters and technical assistance staff will be available to answer program-specific questions.

The meeting will be held at the Four Points Sheraton Hotel located at 1201 K Street, NW in downtown Washington, DC. For more information on accommodations and registration, please contact Rachel Moorhead of AHW at (206) 322-9444 x25. Registration deadline is March 31, 2002.

WATCH THE IDIS WEB PAGE. NEW HOPWA DATA REPORTS COMING IN MARCH

As we go to press, the HOPWA Data Cleanup Team and the Office of HIV/AIDS Housing are busy preparing new IDIS data reports for HOPWA formula grantees. These reports are designed to assist grantees in determining whether their 2000 and 2001 activities have accurate and complete IDIS common path and HOPWA path data. Updated cleanup instructions will also be posted to the web.

HAVE YOU RECEIVED YOUR HOME DATA CLEANUP NOTICE BY E-MAIL?

The HOME IDIS Data Cleanup Team continues to notify Participating Jurisdictions (PJs) about the status of their cleanup efforts. Some PJs are being notified that they still have some work to do while others are being informed that their task is finished. Please let the HOME Data Cleanup Team know if you have not received any notification from this office or have not talked to anyone about your cleanup. (We may have the wrong contact information for your PJ.) To contact the HOME Data Cleanup Team, please send an email to IDIS_data_cleanup@hud.gov. To make sure that your e-mail is directed to the correct person, please list the name of your PJ, the state, and "HOME Data Cleanup" in the subject line.

WE GOOFED! TBRA ACTIVITIES DO NOT REQUIRE A SITE ADDRESS/LOCATION ON THE MA01 SETUP SCREEN

Many PJs have called to report that their HOME cleanup worksheets incorrectly listed TBRA activities as having "duplicate addresses" when in fact TBRA activities do not require site addresses. (An old conversion program inserted "Tenant Based, No Address" into the address field of every TBRA record.) The IDIS programmers are preparing a special program which will remove these entries from the next run of the cleanup worksheets. PJs need to take no action at this time. Should you wish to know which activities have been affected, feel free contact the Data Cleanup Team at IDIS_data_cleanup@hud.gov. And, of course, indicate your PJ name and State and "HOME Data Cleanup" in the subject line.

IDIS RELEASE NOTES FOR VERSION 6.6

The following IDIS items were released to production as IDIS Version 6.6 on Friday morning, February 15, 2002.

1. Reports Module

Problem: Users have reported a number of problems with the CDBG Activity Summary Report (PR03):

- Activities with a status of Underway are listed as Funds Budgeted. Activities with a status of Funds Budgeted are listed as Underway.
- The Accomplishment Narrative text from the Setup Activity screen (CO4MA04) does not print on a consistent basis.
- The report attempts to run but aborts if the user enters an invalid Program Year on the Report Request screen.

In addition to these errors, the CDBG Program Office and individual users have requested enhancements to make the report more comprehensive:

- Include the Extended Activity Narrative for the selected Program Year if it exists in the Setup Activity path.
- Print both Proposed and Actual Accomplishments from the Setup Activity screen (CO4MA04) for the Program Year requested.
- Print the Completion Date entered on the Setup Activity screen (CO4MA04) (not the date of the last Draw).
- Print the Low/Mod Percent entered on the Area Benefit Screen (CO4MX03) for activities with an LMA* national objective code.
- Add a Grand Total section to the end of the report after all the individual activities have been printed. Include grand totals for all activities that appear on the report in these

categories: Activity Estimate, Funded Amount, Drawn thru Program Year, and Drawn in Program Year.

Solution: Effective with Version 6.6, the CDBG Activity Summary Report has been corrected and enhanced to include the above items. The IDIS [Report Catalog](#), has been updated to include a sample of the new report and to describe its contents.

Problem: Users have reported a number of problems with the Status of HOME Grants Report (PR27):

- The report now truncates dollar fields beyond the tens of millions column. It needs to be able to display up to \$9 billion for each dollar field.
- In the Program Income section and Total Program section, the amounts for Total Disbursed and Net Disbursed are incorrect.
- In the Status of Commitments section, the Total Authorization column is not properly calculated for subrecipients of grantees.
- In the Status of CHDO Funds section, the columns Amount Reserved to CHDOs, CHDO Funds Committed, and Total Disbursed are not calculated properly.

In addition to these errors, the HOME Program Office and individual users have requested enhancements to make the report more comprehensive:

- The current report, when run by a state or a grantee with subrecipients, produces a summary report for the grantee and then individual reports for each subrecipient. IDIS should let users run the report at the grantee summary level only, or for the grantee and all subrecipients (the current report).
- The current report would be more informative if the grant number of the requesting grantee were added to the right of the grantee name in the report's title.

- The layout of the report needs to be considerably reformatted to accommodate the extra space required for printing large dollar amounts and the inclusion of new columns of data that are accounted for in a Total.

Solution: Effective with Version 6.6, the Status of HOME Grants Report has been corrected and enhanced to include the above items. The IDIS [Report Catalog](#), has been updated to include a sample of the new report and to describe its contents.

Users will see a new parameter screen after they select the Status of HOME Grants Report on the Report Selection screen. Users may request the Grantee Detail Report which includes the logged in grantee and all subrecipients and CHDOS, or they may request the Grantee Summary Section Report which includes data only for the logged in grantee.

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C04U MU55      INTEGRATED DISBURSEMENT INFORMATION SYSTEM      01/03/02
C12470        STATUS OF HOME GRANTS REPORT (PR27)              14:00
GRANTEE: 00000765 PENNSYLVANIA      UOG CD/NUM: 420001 00001

REPORT OPTION SELECTION

SELECT ONE OF THE FOLLOWING OPTIONS AND PRESS ENTER:

- GRANTEE DETAIL REPORT
- GRANTEE SUMMARY SECTION REPORT

ENTER = PROCESS  F4 = MAIN MENU  F6 = CLEAR
F7 = PREV  F9 = SUBMIT REPORT  F12 = EXIT IDIS
  
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To accommodate larger number fields, the following sections have been split into two: Status of Commitments, Status of Disbursements, Home Activities Commitments/Disbursements, and Total Program. The new sections contain “Continued” in their titles. In addition, a number of section titles and column headings have been renamed to make their meanings clearer. Each column for sections now split in two has been given a letter designation to clearly indicate how the columns in the second section relate to those in the first.

Problem: The data download feature currently downloads Percent Low/Mod incorrectly. It currently downloads two digits to the left of the decimal and must download three digits to the left of the decimal

so that the value “100%” is not incorrectly represented as “00%.”

Solution: Effective with Version 6.6, Percent L/M will download up to three digits to the left of the decimal point so that 100% will display properly.

2. Activity Funding

Problem: HUD HQ and Field Office staff want the View Activity Funding module to retain a selected grantee the same way the View Activity module currently does. Currently, Field Office and HQ staff have to reselect the grantee after viewing the funding details for each individual activity.

Solution: Effective with Version 6.6, once a HQ or Field Office user presses F1 (Owner Help) on the Activity Funding List screen and selects a grantee to view from the Activity Owner List screen (C04MF10), that grantee will remain selected until the user either selects a different grantee or selects a different IDIS Menu option, at which point IDIS reverts back to the user’s login profile. This option is only available to HQ and Field Office staff.

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02/07/02  15:09      ACTIVITY OWNER LIST      C04MF10

REGION NUMBER: 03      FIELD OFFICE NUMBER: 06

      UOG
CODE  NUMBER  GRANTEE NAME      CITY      STATE
- 240001 00001 MARYLAND          CROWNSVILLE MD
- 240001 00002 SOUTHERN MARYLAND TRI-COUNTY COMMUN HUGHSVILLE MD
- 240001 00003 AFFORDABLE HOUSING ALLIANCE          ELLICOTT CITY MD
- 240001 00004 WESTERN MARYLAND YMCA FAMILY SERVI CUMBERLAND MD
- 240001 00005 PEOPLE FOR BETTER HOUSING, INC.      FEDERALSBURG MD
- 240001 00006 SNOW HILL CITIZENS FOR DECENT HOUSI SNOW HILL MD
- 240001 00007 NEIGHBORHOOD HOUSING RENEWAL COMPAN BALTIMORE MD
- 240006 00001 ABERDEEN          MD
- 240036 00001 ANNAPOLIS          ANNAPOLIS MD
- 240036 00002 ARUNDEL COMMUNITY DEVELOPMENT SERVI ANNAPOLIS MD
- 240036 00003 ARUNDEL LODGE, INC.          ANNAPOLIS MD
- 240036 00004 ALLEN TENANT ASSOCIATION, INC.      MD
- 240036 00005 ANNAPOLIS AREA MINISTRIES, INC. MD

F7 = PREV      F17 = UP      F18 = DOWN
  
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3. System and EDI

Problem: The IDIS Revise Draw program assumes that the amount being revised for a collection will always be negative. This causes LOCCS to incorrectly process collection revisions for positive amounts.

Solution: Effective with Version 6.6, IDIS logic has been modified to check that the revised amount entered by the user falls between a range of zero (0) and the *original* collection amount. If it does not, the user will see the error message 'REVISED AMOUNT MUST BE BETWEEN 0 AND \$NN.NN (original collection amount).' This change assures that the revised amount will never result in an amount greater than the original collection amount.

Problem: The EDI HOME program (C04BE50) contains a number of errors:

- The Contract End Date is not set correctly.
- The Completion Type code is not set correctly.
- I25 record types are processed in the wrong paragraph name area.

Solution: Effective with Version 6.6, the EDI HOME program will process these records correctly.

Problem: The data elements Initial Purchase Price, and After Rehab Value (from the MH19 screen) are not being included in record type I23, EDI HOME Single Address Homebuyer/Homeowner Rehabilitation activities.

Solution: Effective with Version 6.6, IDIS has added these two elements to the I23 record and processing has been modified to include them.

Problem: The EDI program is displaying an error code when it tries to update a National Objective Code to blank. (Users should be able to update the NOC to blanks.)

Solution: Effective with Version 6.6, EDI processing has been modified so that National Objective Code updates will no longer display an error message if the new NOC is blank.

For Your Information

Your IDIS contact is:

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Your Consolidated/C2020 Plan contact is:

Sheila Burr 202-708-0614, x4686
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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 or idis_help@hud.gov.

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

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

TAU TOTALS FOR JANUARY

A total of 878 calls were received by the TAU during the month of January, 2002. Two percent of the calls (17) concerned non-IDIS problems, while 98 percent of the calls (861) were associated with IDIS. 103 callers (11.7%) left voice messages which were returned during IDIS business hours.