

IDIS LIVE

...for the Integrated Disbursement and Information System

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

Start Collecting Data into New Categories Now...

NEW CATEGORIES FOR IDIS RACIAL/ETHNIC DATA COMING THIS DECEMBER IN VER. 7.0

Following OMB revised standards for reporting Federal data on race and ethnicity, IDIS will be modified this December to give grantees the ability to enter racial/ethnic data about activity beneficiaries into a new Hispanic ethnic category and ten racial categories.

The new screens will be available in IDIS on December 13, 2002 as IDIS Version 7.0. Grantees should watch their mail for an official announcement of this change from Roy A. Bernardi, Assistant Secretary for Community Planning and Development.

The five new single-race categories will be White, Black/African American, Asian, American Indian/Alaskan Native, and Native Hawaiian/Other Pacific Islander. When reporting to HUD, grantees will also be able to classify responses using five new multi-race categories: American Indian/Alaskan Native & White, Asian & White, Black/African American & White, American Indian/Alaskan Native & Black/African American, and Other Multi-racial.

The changes will have two significant impacts on grantee data collection and reporting: (1) Hispanic will no longer be a race category but instead will be the sole ethnicity category; and (2) Asian/Pacific Islander will become two categories of Asian and Native Hawaiian/Other Pacific Islander.

Inputting ethnic and racial data into the new categories will be mandatory for all grantees. For activities entered into IDIS after Version 7.0, the requirement will start immediately. Grantees will only see the new

race/ethnicity categories when they come to an IDIS screen with data fields for race/ethnicity.

For activities already entered into IDIS prior to the release of Version 7.0, grantees should begin collecting race/ethnicity using the new categories as soon as possible. However, they will be given until 4/1/04 to complete the entry of data for the existing categories.

We realize that grantees often have agreements with non-profits on how to collect racial/ethnic data and it may not be feasible to change that process for a few months. The last date that grantees will be able to enter data into the current "Asian/Pacific Islander" or "Hispanic" race categories, which are not included in the new classification, will be 3/31/04. As of 4/1/04, these two race fields will be locked.

Grantees will not be required to convert any racial data they have already saved to IDIS for the existing five race categories. The current race categories will continue to display in IDIS and appear on IDIS reports.

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VER. 6.9 UPDATES HOPWA PATH, ENHANCES REPORTS

CPD released IDIS Version 6.9 on Friday morning, September 27. This article highlights some of the enhancements and fixes in the release. View the full contents in the [Release Notes](#) on the IDIS web page.

The old HOPWA paths, Facility-Based Housing with Supportive Services and Scattered-Site Housing with Supportive Services, have been removed and two new paths, Facility-Based Non-Housing and Housing Information/Resource ID/Administration, have been added.

Existing activities for the Facility-Based Housing with Supportive Services path and Scattered-Site Housing with Supportive Services path have been mapped to either the Facility-Based Housing path, Scattered-Site Housing path, or Supportive Services path depending on the specific details of the activity and whether it was primarily a supportive services activity. In addition, IDIS mapped existing activities (no matter what path) with a matrix code of 31B or 31D to the Housing Information/Resource ID/Administration path. Existing activities with the phrase “Housing Information,” “Resource ID,” “Resource Identification,” or “Administration” in the Activity Name or the Activity Description have also been mapped to this new path. Grantees who feel that IDIS mapped their existing activity to an incorrect new path may use a new HOPWA Delete Path option to select the correct path themselves. [Chapter 11](#) of the IDIS Reference Manual has been updated to include these changes.

Also effective with Version 6.9, IDIS has added the new **HOPWA Project Activity Summary report (CO4PR72)** to the list of available reports. Sorted by project, the report contains both common path and HOPWA path data for each activity within a project,

followed by a Summary section at the end of the report that totals the accomplishments by HOPWA screen for all activities on the report.

The Setup Activity screen (CO4MA08) contains a new “F13 Delete” option. To delete a path, a user enters a “D” (for Delete) next to the incorrect path, and then presses <F13>. IDIS prompts for the user to press <F13> again to confirm the deletion or <F7> to cancel. If the activity is already funded or the path does not exist, IDIS will display an appropriate message. Once a path is deleted, all program-specific data entered will also be deleted.

Grantees will now be able to receipt PI and other types of receipt funds for a new program year as long as the new program year has begun. They no longer need to wait for their grant funds to be entered into IDIS.

Users will now be able to save a value of 0 to fields on the CDBG Direct Benefit Continued screen (CO4MC02) after they press <F9> or <Enter> to save the screen. IDIS converts the 0's to blank spaces. The fields affected are: Total Low/Mod Beneficiaries, Total Low Income Beneficiaries, and Total Extremely Low Income Beneficiaries.

The Status of CHDO Funds by Fiscal Year report (PR25) and the ESG Grantee Activity Summary report (PR20) have been modified. PR25 now includes CHDO Reserved (CR) funds in the Amount Reserved calculation if CR funds were given to the CHDO. In addition, CPD improved the overall formatting of the report and now includes CR, CO and CC funds not subgranted to a CHDO. The PR20 report now includes both Homeless Prevention and Homeless Activities in its calculations and totals.

HOME PROGRAM OFFICE ASKS USERS TO REVIEW PROPOSED SCREEN CHANGES

The HOME ROCS! (Re-engineering Our Computer System) Team from the HOME program office has developed a model for smarter and easier-to-use IDIS screens for HOME activities. The model includes screens and screen flows redesigned to ensure that the entry of HOME data is clean, accurate and complete.

Between now and November, HOME ROCS! will be posting prototype screens to the HOME [web site](#) and asking field office personnel and PJs to send back their comments. Each module will be available on the website for two weeks. After that time, the HOME ROCS! Team will compile the

responses and use them to further improve the prototype screens.

The HOME ROCS! model is limited to IDIS HOME screens. It does not include common path, activity funding, drawdown, or any other IDIS screens. The screens users will be reviewing are not interactive. They contain sample data that is representative of what might be entered by a PJ. The prototype HOME ROCS screens follow the same mainframe format as the current IDIS screens.

We invite HOME IDIS users to take a look at our proposed redesign and provide us their feedback.

CHANGES TO THE HOPWA DATA CLEANUP INSTRUCTIONS—ONCE INVALID SUPPORTIVE SERVICES PATH IS NOW VALID

Effective September 28th, the HOPWA paths have changed to reflect the following five types of activities:

- Facility-Based Housing
- Facility-Based Non-Housing
- Scattered-Site Housing
- Housing Information/Resource ID/Administration
- Supportive Services

The Supportive Services path once considered “invalid” for the HOPWA Data Cleanup is now a valid option. However, HOPWA grantees do not need to do any data updates at this time. The HOPWA data cleanup will adjust its future spreadsheets to only identify “missing” paths. If you are still working on your HOPWA data cleanup

and you see “invalid” on your questionable IDIS Cleanup spreadsheets, then you should ignore it if the path is Supportive Services. This should be corrected in the next update of the spreadsheets.

Additionally, grantees can now delete an incorrect HOPWA path themselves. There is no need to contact the Data Cleanup Team or the Technical Assistance Unit to request that this change be made.

Should you have any questions or concerns regarding the cleanup procedures, please contact IDIS_Data_Cleanup@hud.gov.

Specifics on the HOPWA screens can be found in the IDIS Reference Manual at:

<http://www.hud.gov/offices/cpd/systems/idis/resources/ref/index.cfm#11>.

FOR YOUR INFORMATION

Your IDIS contact is:

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Your data cleanup contact is:

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e-mail: Kathryn_Pearson-West@hud.gov

CDBG
Sharon Pegues 202-619-0888
e-mail: Sharon_Pegues@hud.gov

Your Consolidated/C2020 Plan contacts are:

Technical Help
Mark Mitchell 202-401-3797

Help with Electronic Submission of Conplans and Data Disks
(the preferred method of transmission)
Sharon Becton 202-401-3365

Street Address: HUD/CPD
Systems Development and Evaluation Division
451 Seventh St., S.W., Room 7226
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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, opt. 3 or 202-401-2637.

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