



IDIS Basics: Common Mistakes

January 13, 2025

Today's Presenters

- **Danielle Frazier**, Director, Financial and Information Services Division (FISD), OAHP
- **Courtney Christenson**, Affordable Housing Specialist, FISD, OAHP
- **Teresa Palacio**, Affordable Housing Specialist, FISD, OAHP



Agenda

- IDIS Overview
- Subfunds and Subgrants
- Setting up Activities
- Written Agreement Execution Dates
- HOME-ARP Supportive Services Activities
- HOME-ARP Rental & Rental Operating Activities
- Creating a Voucher
- Submitting Repayments
- Q & A





IDIS Overview

IDIS Overview

- IDIS is the system used by PJs/grantees to report the intended and actual use of HUD funds
- PJ/grantee must enter all information related to each activity with as much detail as possible in IDIS
- HUD uses this data to communicate to Congress, White House and stakeholders
- Mistakes happen



User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Plans/Projects/Activities	Funding/Drawdown	Grant	Grantee/PJ	Admin	Reports
---------------------------	------------------	-------	------------	-------	---------

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Welcome to the Integrated Disbursement and Information System

IDIS News

- 06/29/2023**
IDIS 11.28.1 Release Notes part 2 of 2
- 06/29/2023**
IDIS 11.28.1 Release Notes part 1 of 2
- 03/28/2023**
IDIS 11.28.0 Release Notes part 5 of 5
- 03/28/2023**
IDIS 11.28.0 Release Notes part 4 of 5
- 03/28/2023**
IDIS 11.28.0 Release Notes part 2 of 5
- 03/28/2023**
IDIS 11.28.0 Release Notes part 1 of 5

WARNING

By using this U.S. Government information system you understand and consent to the following:

- The information system Rules of Behavior (RoB) provides the rules that govern the appropriate use of the information system for all government, contract personnel and other federally funded users. The RoB is intended to enhance and further define the specific rules each user must follow while accessing the information system and enforcing user understanding of:
 - HUD's policy requiring a separation of duties between the requestor and approver for financial transactions;
 - Prohibition from misusing the information system, i.e., exceeding their authority;
 - The existence of and penalty for violating 18 USC 1030:
 - The elements of 18 USC 1030(a)4, "Accessing to Defraud and Obtain Value" are:
 - Knowingly accessing a protected computer without or in excess of authorization;
 - With intent to defraud;
 - Access furthered the intended fraud; and
 - Obtain anything of value
 - The penalty for violating this statute includes a fine and imprisonment of not more than ten years, or both.
- All new users of the information system must read the RoB and sign the accompanying acknowledgement form before accessing the information system. This acknowledgement must be completed annually thereafter. By signing the form users reaffirm their knowledge of, and agreement to adhere to, the RoB. The RoB may be presented to the user in hardcopy or electronically. The user's acknowledgement may be obtained by written signature or by electronic acknowledgement or signature.
- Users have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government

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To work with IDIS MicroStrategy Reports, you must first close any remaining MicroStrategy windows from prior sessions, and open a **new** window using the link on the IDIS Reports page.

U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455



User: H50422
Role: Grantee
Organization: BOISE

- Switch Profile
- Add Profile
- Logout

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Plans/Projects/Activities	Funding/Drawdown	Grant ¹	Grantee/PJ
---------------------------	------------------	--------------------	------------

You have 2 CDBG activities that have been flagged. Click on the number to go to the review page.

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- 08/12/2019**
IDIS 11.18 Release Notes part 1 of 3
- 08/12/2019**
IDIS 11.18 Release Notes part 2 of 3
- 08/12/2019**
IDIS 11.18 Release Notes part 3 of 3
- 04/09/2019**
IDIS 11.17 Release Notes part 1 of 2
- 04/09/2019**
IDIS 11.17 Release Notes part 2 of 2

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User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

Grante

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Activity

Search Activities

Search Criteria

Program:

IDIS Project ID:

Status:

Activity Name:

IDIS Activity ID:

Program Year:

Grantee/PJ Activity ID:

Activity Owner:

Search

Reset

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
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Plans/Projects/Activities

Funding/Drawdown

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Activity

Search Activities

Search Criteria

Program:

All ▼

IDIS Project ID:

Status:

All ▼

Activity Name:

IDIS Activity ID:

Program Year:

Select ▼

Grantee/PJ Activity ID:

Activity Owner:

ADAMS COUNTY, CO ▼

Search

|

Reset

User: H55001
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Organization:
ADAMS COUNTY

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Funding/Drawdown

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Program Year:

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Activity Name:

IDIS Activity ID:

Program Year:

Grantee/PJ Activity ID:

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Search Activities

Search Criteria

Program:

IDIS Project ID:

Status:

Activity Name:

IDIS Activity ID:

Program Year:

Grantee/PJ Activity ID:

Activity Owner:

Search

Reset



User: H50422
Role: Grantee
Organization: BOISE

- Switch Profile
- Add Profile
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Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

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User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

Receipt
- Add
- Search
- Search Accounts

Section 108 Loan
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities Funding/Drawdown Grant Grantee/PJ

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Activity Funding

Search for Activities to Fund

Search Criteria

Program:

IDIS Project ID:

Activity Status:

Activity Name:

IDIS Activity ID:

*Activity Owner:

Program Year:

Grantee/PJ Activity ID:

|

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
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Receipt
- Add
- Search
- Search Accounts

Section 108 Loan
- Search

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- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/PJ

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Activity Funding

Search for Activities to Fund

Search Criteria

Program:

All ▾

IDIS Project ID:

Activity Status:

Select ▾

Activity Name:

IDIS Activity ID:

*Activity Owner:

ADAMS COUNTY, CO ▾

Program Year:

All ▾

Grantee/PJ Activity ID:

Search | Reset

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
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- Help

Plans/Projects/Activities

Funding/Drawdown

Grant **Grantee/PJ**

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Activity Status:

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Activity Name:

IDIS Activity ID:

***Activity Owner:**

ADAMS COUNTY, CO ▾

Program Year:

All ▾

Grantee/PJ Activity ID:

|



User: H50422
Role: Grantee
Organization:
BOISE

- Switch Profile
- Add Profile
- Logout

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Plans/Projects/Activities	Funding/Drawdown	Grant	Grantee/PJ
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Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

**Subfund Program
Income**
- Add
- Search

**Subgrant Program
Income**
- Add
- Search

CDBG Cash on Hand
- View/Submit

Utilities
- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/P

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

Search Grants

Search Criteria

Program:

All

State/Territory:

CO

Grant Year: (tip)

Select

Grant #: (tip)

Search

Reset

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

**Subfund Program
Income**
- Add
- Search

**Subgrant Program
Income**
- Add
- Search

CDBG Cash on Hand
- View/Submit

Utilities
- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/P

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

Search Grants

Search Criteria

Program:

All

State/Territory:

CO

Grant Year: (tip)

Select

Grant #: (tip)

Search

Reset

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

**Subfund Program
Income**
- Add
- Search

**Subgrant Program
Income**
- Add
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- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/P

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

Search Grants

Search Criteria

Program:

All

State/Territory:

CO

Grant Year: (tip)

Select

Grant #: (tip)

Search

Reset

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
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Subgrant
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- Help

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- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/PJ

Admin

Reports

You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

Search Grants

Search Criteria

Program:

HOME

State/Territory:

CO

Grant Year: (tip)

Select

Grant #: (tip)

|

User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

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Grant

Search Grants

Search Criteria

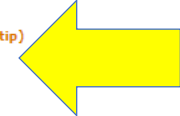
Program: HOME ▾

State/Territory: CO ▾

Grant #: (tip)

Grant Year: (tip) 2021 ▾

Search | Reset



User: H55001
Role: Grantee
Organization:
ADAMS COUNTY

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

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Grant

Search Grants

Search Criteria

Program: HOME ▾ **State/Territory:** CO ▾ **Grant Year:** (tip) 2021 ▾

Grant #: (tip)

|



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Subgrant Program Income
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You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

Search Grants

Search Criteria

Program:

HOME

State/Territory:

CO

Grant Year: *(tip)*

2021

Grant #: *(tip)*

|

Results Page 1 of 1

Program	Grant Year	Grant #	Current Authorized Amount	Grant Status	Net Drawn Amount	IDIS Grant Balance	Action
HOME	2021	M-21-DP-08-0200	\$3,848,071.00	Active	\$0.00	\$3,848,071.00	View
HOME	2021	M-21-DC-08-0200	\$1,061,747.00	Active	\$0.00	\$1,061,747.00	View

User: H55001
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Subfund
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Subgrant
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Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/PJ

Admin

Reports

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Grant

Search Grants

Search Criteria

Program:

HOME

State/Territory:

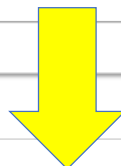
CO

Grant Year: (tip)

2021

Grant #: (tip)

Search | Reset



Results Page 1 of 1

Program	Grant Year	Grant #	Current Authorized Amount	Grant Status	Net Drawn Amount	IDIS Grant Balance	Action
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HOME	2021	M-21-DC-08-0200	\$1,061,747.00	Active	\$0.00	\$1,061,747.00	View

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Role: Grantee
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You have 8 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Grant

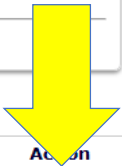
Search Grants

Search Criteria

Program: State/Territory: Grant Year: (tip)

Grant #: (tip)

|



Results Page 1 of 1

Program	Grant Year	Grant #	Current Authorized Amount	Grant Status	Net Drawn Amount	IDIS Grant Balance	Action
HOME	2021	M-21-DP-08-0200	\$3,848,071.00	Active	\$0.00	\$3,848,071.00	View
HOME	2021	M-21-DC-08-0200	\$1,061,747.00	Active	\$0.00	\$1,061,747.00	View

- Search
- HESG Review

Return to Search Grants | View Grant History | Grant Closeout

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Grantee/PJ Name: (tip)
ADAMS COUNTY, CO

Program: (tip)
HOME

Grant Year: (tip)
2021

Grant #: (tip)
M-21-DP-08-0200

Administering Organization: (tip)
ADAMS COUNTY

Payee EIN/TIN#: (tip)
84-6000732

Grant Status: (tip)
Active

Grant Blocked: (tip)
No

Obligation Date: (tip)
09/20/2021

Period of Performance End Date:
09/30/2030

Commitment Deadline: (tip)
N/A

SU Commitment Deadline: (tip)
N/A

Expenditure Deadline: (tip)
09/30/2030

Grantee Organizational DUNS #: (tip)
07-647-6373

[View Subfunds](#)

Grant Amounts	
Original Allocation Amount	\$3,848,071.00
Grant Agreement Obligated Amount	\$3,848,071.00
Current Authorized Amount	\$3,848,071.00
LOCCS Authorized Amount (tip)	\$3,848,071.00
Grant Components Total Amount (calculated)	\$3,848,071.00
Formula Grant Amount	\$3,848,071.00
ADDI Amount (+)	\$0.00
(Grant) Reduction Amount (-)	\$0.00
De-obligated Amount (-)	\$0.00
CHDO Reallocation Amount (+)	\$0.00
CHDO De-obligated Amount (-)	\$0.00

- Search
- HESG Review

Return to Search Grants | View Grant History | Grant Closeout

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Grantee/PJ Name: [\(tip\)](#)
ADAMS COUNTY, CO

Program: [\(tip\)](#)
HOME

Grant Year: [\(tip\)](#)
2021

Grant #: [\(tip\)](#)
M-21-DP-08-0200

Administering Organization: [\(tip\)](#)
ADAMS COUNTY

Payee EIN/TIN#: [\(tip\)](#)
84-6000732

Grant Status: [\(tip\)](#)
Active

Grant Blocked: [\(tip\)](#)
No

Obligation Date: [\(tip\)](#)
09/20/2021

Period of Performance End Date:
09/30/2030

Commitment Deadline: [\(tip\)](#)
N/A

SU Commitment Deadline: [\(tip\)](#)
N/A

Expenditure Deadline: [\(tip\)](#)
09/30/2030

Grantee Organizational DUNS #: [\(tip\)](#)
07-647-6373

[View Subfunds](#)

Grant Amounts	
Original Allocation Amount	\$3,848,071.00
Grant Agreement Obligated Amount	\$3,848,071.00
Current Authorized Amount	\$3,848,071.00
LOCCS Authorized Amount (tip)	\$3,848,071.00
Grant Components Total Amount <i>(calculated)</i>	\$3,848,071.00
Formula Grant Amount	\$3,848,071.00
ADDI Amount (+)	\$0.00
(Grant) Reduction Amount (-)	\$0.00
De-obligated Amount (-)	\$0.00
CHDO Reallocation Amount (+)	\$0.00
CHDO De-obligated Amount (-)	\$0.00

- Search
- HESG Review

[Return to Search Grants](#) |

[View Grant History](#) |

[Grant Closeout](#)

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Grantee/PJ Name: [\(tip\)](#)
ADAMS COUNTY, CO

Program: [\(tip\)](#)
HOME

Grant Year: [\(tip\)](#)
2021

Grant #: [\(tip\)](#)
M-21-DP-08-0200

Administering Organization: [\(tip\)](#)
ADAMS COUNTY

Payee EIN/TIN#: [\(tip\)](#)
84-6000732

Grant Status: [\(tip\)](#)
Active

Grant Blocked: [\(tip\)](#)
No

Obligation Date: [\(tip\)](#)
09/20/2021

Period of Performance End Date:
09/30/2030

Commitment Deadline: [\(tip\)](#)
N/A

SU Commitment Deadline: [\(tip\)](#)
N/A

Expenditure Deadline: [\(tip\)](#)
09/30/2030

Grantee Organizational DUNS #: [\(tip\)](#)
07-647-6373

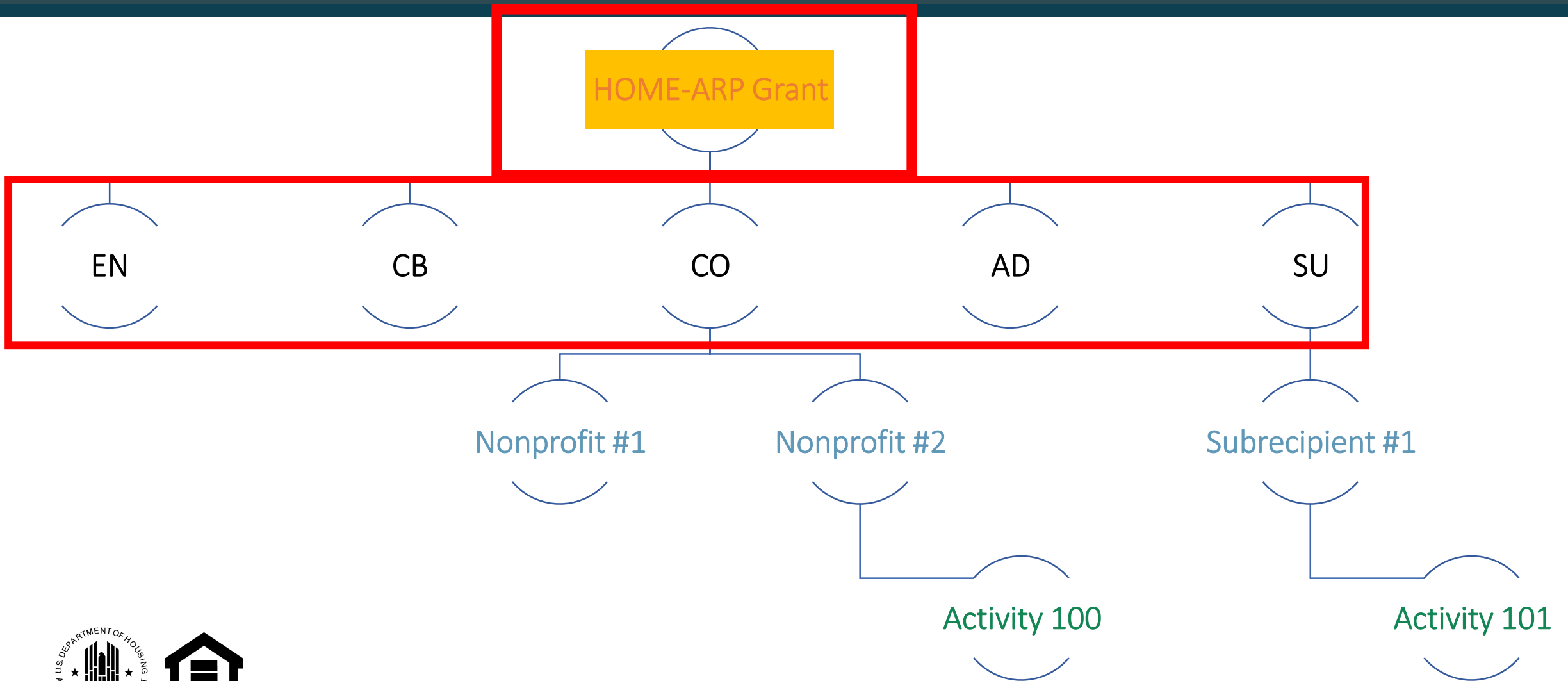
[View Subfunds](#)

Grant Amounts	
Original Allocation Amount	\$3,848,071.00
Grant Agreement Obligated Amount	\$3,848,071.00
Current Authorized Amount	\$3,848,071.00
LOCCS Authorized Amount (tip)	\$3,848,071.00
Grant Components Total Amount <i>(calculated)</i>	\$3,848,071.00
Formula Grant Amount	\$3,848,071.00
ADDI Amount (+)	\$0.00
(Grant) Reduction Amount (-)	\$0.00
De-obligated Amount (-)	\$0.00
CHDO Reallocation Amount (+)	\$0.00
CHDO De-obligated Amount (-)	\$0.00



Subfunds and Subgrants

The Levels: Grants, Subfunds, Subgrants, and Activities



HOME-ARP Subfunds

- What is a subfund?
 - Used to set aside funds for a specific purpose
 - Helps ensure compliance with regulatory limits on % of allocation used for a specific purpose

HOME-ARP Subfunds:

Subfund Code	Purpose	How to Set Up	Cap
EN	Entitlement	Automatic	n/a
AD	Administration	Automatic	15%
CO	Non-Profit Operating	Manual	5%
CB	Non-Profit Capacity Building	Manual	5%
SU	General Subgrant	Manual	n/a





Search For and Create Subfunds

User: H55001
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.



Grant
View Grant

[Return to Search Grants](#) | [View Grant History](#) | [Grant Closeout](#)

<p>Grantee/PJ Name: (tip) OGDEN, UT</p> <p>Program: (tip) HOME</p> <p>Grant Year: (tip) 2021</p> <p>Grant #: (tip) M-21-MP-49-0216 </p> <p>Administering Organization: (tip) OGDEN</p> <p>Payee EIN/TIN#: (tip) 87-6000257</p>	<p>Grant Status: (tip) Active</p> <p>Grant Blocked: (tip) No</p> <p>Obligation Date: (tip) 09/20/2021</p> <p>Period of Performance End Date: 09/30/2030</p> <p>Commitment Deadline: (tip) N/A</p> <p>SU Commitment Deadline: (tip) N/A</p> <p>Expenditure Deadline: (tip) 09/30/2030</p> <p>Grantee Organizational DUNS #: (tip) 08-532-5520</p>
--	--

[View Subfunds](#)

Grant Amounts	
Original Allocation Amount	\$1,652,923.00
Grant Agreement Obligated Amount	\$1,652,923.00
Current Authorized Amount	\$1,652,923.00

User: H55001
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfunds

Search Criteria

Program: (tip)

Fund Type: (tip)

Grant #: (tip)

- All
- All
- CDBG
- HOME
- HTF
- HESG
- HOPWA
- HOPWA-C
- ESG
- HPRP
- TCAP
- CDBG-R

- Select
- Select
- AD
- SU
- HB
- RO

User: H55001
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

Subfund Program Income
- Add
- Search

Subgrant Program Income
- Add
- Search

CDBG Cash on Hand
- View/Submit

Utilities
- Home
- Data Downloads
- Print Page
- Help

Links
- Contact Support
- Rules of Behavior
- CPD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfunds

Search Criteria

Program: HOME

Fund Type: (tip) SU

Grant #: (tip)

Grant Year: (tip)

- Select
- 2027
- 2026
- 2025
- 2024
- 2023
- 2022
- 2021**
- 2020
- 2019
- 2018
- 2017
- 2016
- 2015
- 2014
- 2013
- 2012
- 2011
- 2010
- 2009

User: H55001
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfunds

Search Criteria

Program: HOME ▾ **Fund Type:** (tip) SU ▾ **Grant #:** (tip)

Grant Year: (tip) 2021 ▾

|



User: H55001
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfunds

Search Criteria

Program: HOME **Fund Type:** (tip) SU **Grant #:** (tip)

Grant Year: (tip) 2021

|



Results Page 1 of 1

Program	Grant Year	Grant #	Fund Type	Action
HOME	2021	M-21-MP-49-0216	SU	Add Fund Type
HOME	2021	M-21-MC-49-0216	SU	Add Fund Type

User: H55001
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfund

Save | Return to Search Subfunds

*Indicates Required Field

Grantee/PJ Name: OGDEN, UT **Grant #:** (tip) M-21-MP-49-0216

Program: (tip) HOME **Grant Status:** (tip) Active

Grant Year: (tip) 2021 **Grant Blocked:** (tip) No

Administering Organization: (tip) OGDEN, UT

Payee EIN/TIN#: (tip) 87-6000257

Source Fund: EN

Available to Subfund	\$1,626,935.15
-----------------------------	----------------

Add Subfund: SU

Range for Authorized Amount	
Minimum	\$0.00
Maximum	\$1,626,935.15

***Authorized Amount for this Subfund** (tip) \$

Save | Return to Search Subfunds

User: H55001
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Add Subfund

Save | Return to Search Subfunds

*Indicates Required Field

Grantee/PJ Name:
OGDEN, UT

Grant #: (tip)
M-21-MP-49-0216

Program: (tip)
HOME

Grant Status: (tip)
Active

Grant Year: (tip)
2021

Grant Blocked: (tip)
No

Administering Organization: (tip)
OGDEN, UT

Payee EIN/TIN#: (tip)
87-6000257

Source Fund: EN

Available to Subfund	\$1,626,935.15
-----------------------------	----------------

Add Subfund: SU

Range for Authorized Amount	
Minimum	\$0.00
Maximum	\$1,626,935.15
*Authorized Amount for this Subfund (tip)	\$ 150,000

Save | Return to Search Subfunds



User: H55001
 Role: Grantee
 Organization:
 OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have **9 CDBG** and **1 HOME** activities that have been flagged. Click on the number to go to the review page.

Subfund

View Subfund

- Subfund added

[Return to Search Subfunds](#) | [Review Subfund History](#)

Grantee Recipient:
 OGDEN, UT

Grant Status: *(tip)*
 Active

Program: *(tip)*
 HOME

Grant Blocked: *(tip)*
 No

Grant Year: *(tip)*
 2021

Administering Organization: *(tip)*
 OGDEN, UT

Grant #: *(tip)*
 M-21-MP-49-0216

Payee EIN/TIN#: *(tip)*
 87-6000257

Fund Type: *(tip)*
 SU

Subfund Status:
 Active

[View Subgrants](#)

Authorized Amount <i>(tip)</i>	\$150,000.00
Subgranted Amount (-)	\$0.00
Amount Committed to Activities (-)	\$0.00
Amount Available to Subgrant / Amount Available to Commit to Activities	\$150,000.00
Net Drawn Amount	\$0.00
Drawn Amount (+) <i>(tip)</i>	\$0.00
Drawdown Pending Amount (+) <i>(tip)</i>	\$0.00
Returned Amount (+) <i>(tip)</i>	\$0.00
Amount Available to Draw	\$150,000.00
Amount Available to increase Authorized Amount for this Subfund	\$1,476,935.15

[Return to Search Subfunds](#) | [Review Subfund History](#)

Common Question: How to Reduce a Subfund?



Plans/Projects/Activities

Funding/Drawdown

Grant 4

Grantee/PJ

Admin

Reports

You have 224 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

Subfund

Search Subfunds

Search Criteria

Program:

HOME

Fund Type: (tip)

Select

Grant #: (tip)

M19SG480100

Grant Year: (tip)

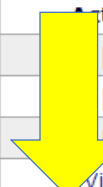
2019

Search

Reset

Return to M-19-SG-48-0100

Results Page 1 of 1

Grantee/PJ Name	Program	Grant Year	Grant #	Fund Type	Authorized Amount	Commitment Deadline	Action
TEXAS	HOME	2019	M-19-SG-48-0100	AD	\$3,155,626.20	Deadline Waived	 View
TEXAS	HOME	2019	M-19-SG-48-0100	CO	\$50,000.00	Deadline Waived	View
TEXAS	HOME	2019	M-19-SG-48-0100	CR	\$4,396,286.94	CHDO Deadline Waived	View
TEXAS	HOME	2019	M-19-SG-48-0100	EN	\$31,556,262.00	Deadline Waived	View
TEXAS	HOME	2019	M-19-SG-48-0100	SU	\$120,278.40	Deadline Waived	Edit View

Common Question: How to Reduce a Subfund?

User: H55001
Role: Grantee
Organization: TEXAS

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support

You have **224 CDBG** and **3 HOME** activities that have been flagged. Click on the number to go to the review page.

Subfund

Edit Subfund

| |

*Indicates Required Field

Grantee/PJ Name:
TEXAS

Program: (tip)
HOME

Grant Year: (tip)
2019

Grant #: (tip)
M-19-SG-48-0100

Fund Type: (tip)
SU

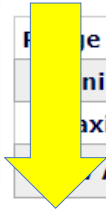
Grant Status: (tip)
Active

Grant Blocked: (tip)
No

Administering Organization: (tip)
TEXAS

Payee EIN/TIN#: (tip)
74-2610542

Current Authorized Amount for this Subfund	\$120,278.40
Change for New Authorized Amount	
Minimum	\$0.00
Maximum	\$120,278.40
Authorized Amount for this Subfund	\$ <input type="text" value=""/>



| |

User: H55001
Role: Grantee
Organization: TEXAS

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have **224 CDBG** and **3 HOME** activities that have been flagged. Click on the number to go to the review page.

Subfund

View Subfund

- **Subfund updated**

[Return to Search Subfunds](#) | [Review Subfund History](#)

Grantee Recipient:
TEXAS

Grant Status: (tip)
Active

Program: (tip)
HOME

Grant Blocked: (tip)
No

Grant Year: (tip)
2019

Administering Organization: (tip)
TEXAS

Grant #: (tip)
M-19-SG-48-0100

Payee EIN/TIN#: (tip)
74-2610542

Fund Type: (tip)
SU

Subfund Status:
Active

[View Subgrants](#)

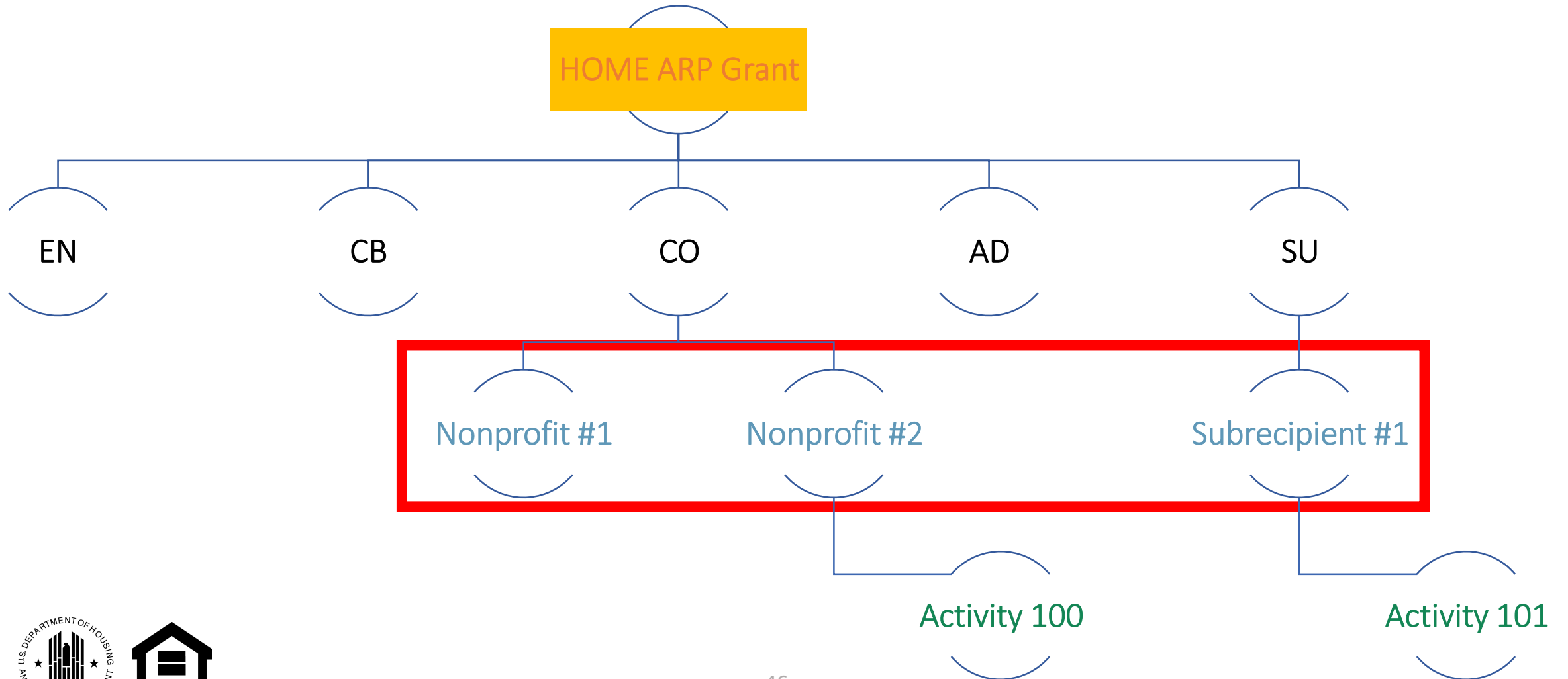
Authorized Amount (tip)	\$100,000.00
Subgranted Amount (-)	\$0.00
Amount Committed to Activities (-)	\$0.00
Amount Available to Subgrant / Amount Available to Commit to Activities	\$100,000.00
Net Drawn Amount	\$0.00
Drawn Amount (+) (tip)	\$0.00
Drawdown Pending Amount (+) (tip)	\$0.00
Returned Amount (+) (tip)	\$0.00
Amount Available to Draw	\$100,000.00
Amount Available to increase Authorized Amount for this Subfund	\$20,278.40

Common Question: How to Reduce a Subfund to Zero?

- Follow the same steps to reduce a subfund but enter zero as the New Authorized Amount
- If funds from the subfund have been subgranted, before the subfund can be reduced to zero first the subgrant must be reduced
 - If funds from the subgrant have been committed to activities or suballocated, the subgrant may only be reduced to the amount that has been committed and/or suballocated
- Exceptions: CR (exception not applicable to insular areas)
 - CR is an automatic subfund, to have this subfund reduced to zero or any amount less than the minimum required 15% the PJ/grantee must request assistance from its CPD Rep



The Levels: **Subgrants**



Subgrants

- What is a subgrant?
 - Subset of a subfund (SU, CO, or CB)
- When do you setup a subgrant?
 - Subgrants are used to set aside funds for a specific HOME-ARP subrecipient (i.e., an organization) that will carry out a portion of the HOME-ARP award
- Per 24 CFR 92.2, **Subrecipient** “means a public agency or nonprofit organization selected by the participating jurisdiction to administer all or some of the participating jurisdiction's HOME programs to produce affordable housing, provide downpayment assistance, or provide tenant-based rental assistance. A public agency or nonprofit organization that receives HOME funds solely as a developer or owner of a housing project is not a subrecipient.”



Common Subgrant Mistakes

1. A subgrant **CANNOT** exist without a subfund
2. If you enter into a subrecipient agreement, you **MUST** use SU funds, and therefore **MUST** set up a subgrant
3. You **MAY NOT** subgrant funds to yourself to set aside funds for a specific use





Search For and Create Subgrants

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

User: H55072
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add Profile
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads
- Print Page
- Help

Subfund

View Subfund

- Subfund added

[Return to Search Subfunds](#) | [Review Subfund History](#)

Grantee Recipient:
OGDEN, UT

Program: (tip)
HOME

Grant Year: (tip)
2021

Grant #: (tip)
M-21-MP-49-0216

Fund Type: (tip)
SU

Grant Status: (tip)
Active

Grant Blocked: (tip)
No

Administering Organization: (tip)
OGDEN, UT

Payee EIN/TIN#: (tip)
87-6000257

Subfund Status:
Active

[View Subgrants](#)

Authorized Amount (tip)	\$150,000.00
Subgranted Amount (-)	\$0.00
Amount Committed to Activities (-)	\$0.00
Amount Available to Subgrant / Amount Available to Commit to Activities	\$150,000.00
Net Drawn Amount	\$0.00
Drawn Amount (+) (tip)	\$0.00
Drawdown Pending Amount (+) (tip)	\$0.00



User: H55072
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add Profile
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

Subfund Program Income
- Add
- Search

Subgrant Program Income
- Add
- Search

CDBG Cash on Hand
- View/Submit

Plans/Projects/Activities ¹

Funding/Drawdown

Grant ²

Grantee/PJ

Admin

Reports

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number:

Program: **Grant Year:**

(tip): narrow the list of grants by first selecting a program and/or a year

Fund Type:

Subgrant Recipient:

Amounts for This Subgrant

Range for Authorized Amount

Minimum \$0.00

Maximum

Subgrant Authorized Amount: \$

Banking Setting

Banking: Yes No

|



User: H55072
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add Profile
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

Subfund Program Income
- Add
- Search

Subgrant Program Income
- Add
- Search

CDBG Cash on Hand
- View/Submit

- Plans/Projects/Activities ¹
- Funding/Drawdown
- Grant ²**
- Grantee/PJ
- Admin
- Reports

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number:

Program: **Grant Year:**

Select of grants by first selecting a program and/or a year

Organization:

Subgrant Authorized Amount:

Subgrant Authorized Amount: \$ \$0.00

Banking Setting

Banking: Yes No

|



User: H55072
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add Profile
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number:

Program:

Grant Year:

(tip): narrow the list of grants by first selection

Fund Type:

Subgrant Recipient:

Amounts for This Selection:

2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	
2015	
2014	
2013	
2012	
2011	
2010	
2009	
2008	
2007	

Range for Authorized Amount:

Minimum:

Maximum:

Subgrant Authorized Amount:

Banking Settings:

Banking: No

|



User: H55072
Role: Grantee
Organization:
 OGDEN

- Switch Profile
- Add Profile
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

You have **9 CDBG** and **1 HOME** activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number:

Program:
 M21MP490216★
 M21MC490216

(tip): narrow the list of grants by first selection a year

Fund Type:

Subgrant Recipient:

Amounts for This Subgrant

Range for Authorized Amount

Minimum \$0.00

Maximum

Subgrant Authorized Amount: \$

Banking Setting

Banking: Yes No

|



User: H55072
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add Profile
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

Subfund Program Income
- Add
- Search

Subgrant Program Income
- Add
- Search

CDBG Cash on Hand
- View/Submit

Plans/Projects/Activities ¹

Funding/Drawdown

Grant ²

Grantee/PJ

Admin

Reports

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number: M21MP490216; ▾

Program: HOME ▾ **Grant Year:** 2021 ▾

(tip): narrow the list of grants by first selecting a program and/or a year

Fund Type: Select ▾

Subgrant Recipient: Select ▾

Amounts for This Subgrant

AD	
SU	
CO	
CB	

Range for Authorized Amount

Minimum: \$0.00

Maximum: _____

Subgrant Authorized Amount: \$ _____

Banking Setting

Banking: Yes No

Save | Reset

User: H55072
Role: Grantee
Organization:
OGDEN

- Switch Profile
- Add Profile
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

Subfund Program Income
- Add
- Search

Subgrant Program Income
- Add
- Search

CDBG Cash on Hand
- View/Submit

Plans/Projects/Activities ¹

Funding/Drawdown

Grant ²

Grantee/PJ

Admin

Reports

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number: M21MP490216: ▾

Program:

HOME ▾

Grant Year:

2021 ▾

(tip): narrow the list of grants by first selecting a program and/or a year

Fund Type:

SU ▾

Subgrant Recipient:

Select Organization



Amounts for This Subgrant

Range for Authorized Amount

Check Balance

Minimum

\$0.00

Maximum

Subgrant Authorized Amount:

\$

Banking Setting

Banking:

Yes No

Save | Reset



User: H55072
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add Profile
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home

You have **9 CDBG** and **1 HOME** activities that have been flagged. Click on the number to go to the review page.

Subgrant

Select Recipient

Cancel | **Add Organization**

Search Criteria

Organization Name ⁱ: City: State: DUNS #: EIN/TIN #:

(ex: nn-xxx-xxxx) (ex: nn-xxxxxxx)

CHDO Eligible Non-profit

Search | Reset



You have **9 CDBG** and **1 HOME** activities that have been flagged. Click on the number to go to the review page.

Organization

Add Organization

Save | Cancel

*Indicates Required Field

Profile

*Organization Name: (tip)



Address Line 1:

(ex: 1313 Sherman Street)

Address Line 2:

(ex: Suite 518)

Address Line 3:

(ex: Division of Housing)

*City:

*State/Territory:
UT

Zip Code:
 -

Validate This Address

CHDO Eligible: (tip)
 Yes No

Non Governmental Information Faith Based: (tip)
 Yes No

Institution of Higher Education: (tip)
 Yes No

Non Profit:
 Yes No

Contact Information

First Name:

Middle Initial:

Last Name:

Title:

Email:

Address:

City:

User: H55072
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add Profile
- Logout

Grantee/PJ
- View
- Edit Contacts

Subordinate
- Add
- Search

Carrying Out Organization
- Add
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

Links
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Organization

Add Organization

Save | Cancel

*Indicates Required Field

Profile

*Organization Name: (tip)

Address Line 1:

(ex: 1313 Sherman Street)

Address Line 2:

(ex: Suite 518)

Address Line 3:

(ex: Division of Housing)

*City:

*State/Territory:

Zip Code:
 -

Validate This Address

CHDO Eligible: (tip)
 Yes No

Non Governmental Information Faith Based: (tip)
 Yes No

Institution of Higher Education: (tip)
 Yes No

Non Profit:
 Yes No

Contact Information

First Name:

Middle Initial:

Last Name:

Title:

Email:

Address:

City:

- Switch Profile
- Add Profile
- Logout

Organization

Add Organization

|

- Grantee/PJ**
- View
- Edit Contacts

- Subordinate**
- Add
- Search

- Carrying Out Organization**
- Add
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help

- Links**
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

*Indicates Required Field

Profile

***Organization Name:** (tip)

Feeding People Everywhere (FPE)

Address Line 1:

2549 Washington Boulevard

(ex: 1313 Sherman Street)

Address Line 2:

(ex: Suite 518)

Address Line 3:

(ex: Division of Housing)

***City:**

Ogden

***State/Territory:**

UT

Zip Code:

-

***Organization Type:** (tip)

Other

CHDO Eligible: (tip)

Yes No

Non Governmental Information Faith Based: (tip)

Yes No

Institution of Higher Education: (tip)

Yes No

Non Profit:

Yes No

Contact Information

First Name:

Middle Initial:

Last Name:

Title:

Email:

Address:

City:

State:

Select state

Zip Code:

-

Telephone:

Ext.

- Switch Profile
- Add Profile
- Logout

Organization

Add Organization

Save | Cancel

- Grantee/PJ**
- View
- Edit Contacts

- Subordinate**
- Add
- Search

- Carrying Out Organization**
- Add
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help


- Links**
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

*Indicates Required Field

Profile

***Organization Name:** (tip)

Feeding People Everywhere (FPE)

Address Line 1: 

2549 Washington Blvd

(ex: 1313 Sherman Street)

Address Line 2:

(ex: Suite 518)

Address Line 3:

(ex: Division of Housing)

***City:**


Ogden

***State/Territory:**

UT 

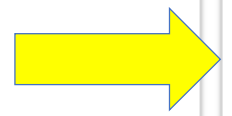
Validate This Address

***Organization Type:** (tip)

Other 

Zip Code:

84401 - 3123



CHDO Eligible: (tip)

Yes No

Non Governmental Information Faith Based: (tip)

Yes No

Institution of Higher Education: (tip)

Yes No

Non Profit:

Yes No

Contact Information

First Name:

Middle Initial:

Last Name:


Title:

Email:

Address:

City:

State:

Select state 

Zip Code:

-

Telephone:

Ext.

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Address Line 2:

(ex: Suite 518)

Address Line 3:

(ex: Division of Housing)

*City:

*State/Territory:

Zip Code:

 -

Validate This Address

*Organization Type: (tip)

UEI: (tip)

Organizational DUNS #: (tip)

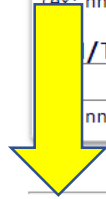
(ex: nn-nnn-nnnn)

EFT Indicator: (tip)

(ex: nnnn)

/TIN #: (tip)

(ex: nn-nnnnnnn)



Save

Cancel

Yes No

Non Profit:

Yes No

Contact Information

First Name:

Middle Initial:

Last Name:

Title:

Email:

Address:

City:

State:

Zip Code:

 -

Telephone:

 Ext.

User: H55001
Role: Grantee
Organization: OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number: M21MP490216 ▾

Program: HOME ▾ **Grant Year:** 2021 ▾

(tip): narrow the list of grants by first selecting a program and/or a year

Fund Type: SU ▾

Subgrant Recipient: Feeding People Everywhere (FPE)
2549 Washington Blvd
Ogden, UT

Amounts for This Subgrant

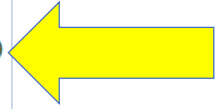
Range for Authorized Amount

Minimum	\$0.00
Maximum	\$150,000.00

Subgrant Authorized Amount: \$

Banking Setting

Banking: Yes No



|

User: H55001
 Role: Grantee
 Organization: OGDEN

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

CDBG Cash on Hand

- View/Submit

Utilities

- Home
- Data Downloads

You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Add Subgrant

Grant Number: M21MP490216▼

Program: HOME▼ **Grant Year:** 2021▼

(tip): narrow the list of grants by first selecting a program and/or a year

Fund Type: SU▼

Subgrant Recipient: Feeding People Everywhere (FPE)
 2549 Washington Blvd
 Ogden, UT

Amounts for This Subgrant

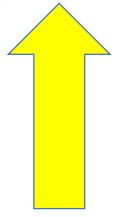
Range for Authorized Amount

Minimum	\$0.00
Maximum	\$150,000.00
Subgrant Authorized Amount:	\$ 150,000

Banking Setting

Banking: Yes No

|



You have 9 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

View Subgrant

- **Subgrant added**

[Return](#) | [View Activities](#)

Subgrant status is **Active**
 created on 03/06/2024

Subgrant Recipient: [Feeding People Everywhere \(FPE\)](#)
 2549 Washington Blvd
 Ogden, UT

Grant Number: M-21-MP-49-0216
 HOME 2021

Fund Type: SU

Administering Organization: OGDEN, UT
 Payee EIN/TIN# 87-6000257

Amounts for This Subgrant	
Subgrant Authorized Amount (tip)	\$150,000.00
Subgranted Amount (tip)	\$0.00
Amount Available to Subgrant	\$150,000.00
Amount Committed to Activities (tip)	\$0.00
Net Drawn Amount	\$0.00
Drawn Amount (+) (tip)	\$0.00
Drawdown Pending Amount (+) (tip)	\$0.00
Returned Amount (+) (tip)	\$0.00
Amount Available to Draw	\$150,000.00
Amount Available to Add to This Subgrant	\$0.00

Common Question: How to Reduce a Subgrant?

Plans/Projects/Activities

Funding/Drawdown

Grant 4

Grantee/PJ

Admin

Reports

You have **224 CDBG** and **3 HOME** activities that have been flagged. Click on the number to go to the review page.

Subgrant

Search Subgrants

Search Criteria

Subgrant to Organization Name ⓘ:

Fund Type: (tip)

Subgrants Given:(tip)

Program:

Grant Number: (tip)

Subgrant Status: (tip)

Grant Year: (tip)

| | [Return to subfund M-19-SG-48-0100 \[CR\]](#)

Results Page 1 of 1

Program	Grant Number	Fund Type	Subgrant from Organization Name	Subgrant to Organization Name	Authorized Amount	Minimum Amount	Maximum Amount	Action
HOME	M-19-SG-48-0100	CR	TEXAS	AYUDA	\$0.00	\$0.00	\$0.00	Delete Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE	\$1,460,715.57	\$1,184,982.91	\$1,460,715.57	Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	Alliance of Border Collaboratives, Inc.	\$69,896.04	\$69,896.04	\$69,896.04	Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	DDC Merritt Heritage	\$193,000.00	\$193,000.00	\$193,000.00	Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	TG 306, Inc.	\$572,675.33	\$572,675.33	\$572,675.33	Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	Casitas Azucar, LP	\$1,600,000.00	\$1,600,000.00	\$1,600,000.00	Edit View
HOME	M-19-SG-48-0100	CR	TEXAS	Casitas Lantana, LP	\$500,000.00	\$500,000.00	\$500,000.00	Edit View



Common Question: How to Reduce a Subgrant?

User: H55001
Role: Grantee
Organization: TEXAS

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

Plans/Projects/Activities Funding/Drawdown **Grant** ⁴ Grantee/PJ Admin

You have 224 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Edit Subgrant

Subgrant status is **Active**
created on 08/07/2020

Grant Number: M-19-SG-48-0100
HOME 2019

Fund Type: CR

Subgrant Recipient: [COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE](#)
901 E Levee St
Brownsville, TX

Administering Organization: TEXAS
Payee EIN/TIN# 74-2610542

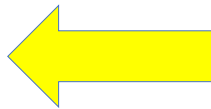
Amounts for This Subgrant

Current Authorized Amount:	\$1,460,715.57
<u>Range for New Authorized Amount</u>	
Minimum	\$1,184,982.91
Maximum	\$1,460,715.57
New Subgrant Authorized Amount:	\$ <input type="text"/>

Banking Setting

Banking: Yes No

| |



Common Question: How to Reduce a Subgrant?

User: H55001
Role: Grantee
Organization: TEXAS

- Switch Profile
- Add My Access
- Logout

Grant

- Search
- HESG Review

Subfund

- Add
- Search

Subgrant

- Add
- Search

Subfund Program Income

- Add
- Search

Subgrant Program Income

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- [Contact Support](#)

Subgrant

Edit Subgrant

Subgrant status is **Active**
created on 08/07/2020

Grant Number: M-19-SG-48-0100
HOME 2019

Fund Type: CR

Subgrant Recipient: [COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE](#)
901 E Levee St
Brownsville, TX

Administering Organization: TEXAS
Payee EIN/TIN# 74-2610542

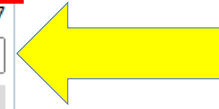
Amounts for This Subgrant

Current Authorized Amount:	\$1,460,715.57
<u>Range for New Authorized Amount</u>	
Minimum	\$1,184,982.91
Maximum	\$1,460,715.57

New Subgrant Authorized Amount: \$

Banking Setting

Banking: Yes No



Common Question: How to Reduce a Subgrant?

User: H55001
Role: Grantee
Organization:
TEXAS

- Switch Profile
- Add My Access
- Logout

Grant
- Search
- HESG Review

Subfund
- Add
- Search

Subgrant
- Add
- Search

**Subfund Program
Income**
- Add
- Search

**Subgrant Program
Income**
- Add
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant 4

Grantee/PJ

Ad

You have 224 CDBG and 3 HOME activities that have been flagged. Click on the number to go to the review page.

Subgrant

Edit Subgrant

Subgrant status is **Active**
created on 08/07/2020

Grant Number: M-19-SG-48-0100
HOME 2019

Fund Type: CR

Subgrant Recipient: [COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE](#)
901 E Levee St
Brownsville, TX

Administering Organization: TEXAS
Payee EIN/TIN# 74-2610542

Amounts for This Subgrant

Current Authorized Amount: \$1,460,715.57

Range for New Authorized Amount

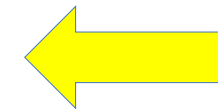
Minimum	\$1,184,982.91
Maximum	\$1,460,715.57

New Subgrant Authorized Amount: \$

Banking Setting

Banking: Yes No

| |



Common Question: How to Reduce a Subgrant?

- Switch Profile
- Add My Access
- Logout

- Grant**
- Search
- HESG Review



- Subfund**
- Add
- Search

- Subgrant**
- Add
- Search

- Subfund Program Income**
- Add
- Search

- Subgrant Program Income**
- Add
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help

- Links**
-  Contact Support
-  Rules of Behavior
- CPD Home
- HUD Home

Subgrant

View Subgrant

- Subgrant updated

[Return](#) | [View Activities](#)

Subgrant status is **Active**
created on 08/07/2020

Subgrant Recipient: [COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE](#)
901 E Levee St
Brownsville, TX

Grant Number: M-19-SG-48-0100
HOME 2019

Fund Type: CR

Administering Organization: TEXAS
Payee EIN/TIN# 74-2610542

Amounts for This Subgrant

Subgrant Authorized Amount (tip)	\$1,200,087.00
Subgranted Amount (tip)	\$0.00
Amount Available to Subgrant	\$15,104.09
Amount Committed to Activities (tip)	\$1,184,982.91
Net Drawn Amount	\$557,452.35
Drawn Amount (+) (tip)	\$557,452.35
Drawdown Pending Amount (+) (tip)	\$0.00
Returned Amount (+) (tip)	\$0.00
Amount Available to Draw	\$642,634.65
Amount Available to Add to This Subgrant	\$260,628.57



Setting Up Activities

User: H55001
Role: Grantee
Organization:
AGUADILLA

- Switch Profile
- Add My Access
- Logout

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Plans/Projects/Activities

Funding/Drawdown

Grant ¹

Grantee/PJ

Admin

Reports

You have 2 CDBG and 1 HOPEA activities that have been flagged. Click on the number to go to the review page.

Welcome to the Integrated Disbursement and Information System

IDIS News

06/29/2023

IDIS 11.28.1 Release Notes part 1 of 2

06/29/2023

IDIS 11.28.1 Release Notes part 2 of 2

03/28/2023

IDIS 11.28.0 Release Notes part 3 of 5

03/28/2023

IDIS 11.28.0 Release Notes part 4 of 5

03/28/2023

IDIS 11.28.0 Release Notes part 2 of 5

03/28/2023

IDIS 11.28.0 Release Notes part 1 of 5

03/28/2023

IDIS 11.28.0 Release Notes part 1 of 5

WARNING

By using this U.S. Government information system you understand and consent to the following:

- The information system Rules of Behavior (RoB) provides the rules that govern the appropriate use of the information system for all government, contract personnel and other federally funded users. The RoB is intended to enhance and further define the specific rules each user must follow while accessing the information system and enforcing user understanding of:
 1. HUD's policy requiring a separation of duties between the requestor and approver for financial transactions;
 2. Prohibition from misusing the information system, i.e., exceeding their authority;
 3. The existence of and penalty for violating 18 USC 1030:
 - a. The elements of 18 USC 1030(a)4, "Accessing to Defraud and Obtain Value" are:
 - i. Knowingly accessing a protected computer without or in excess of authorization;
 - ii. With intent to defraud;
 - iii. Access furthered the intended fraud; and
 - iv. Obtain anything of value
 - b. The penalty for violating this statute includes a fine and imprisonment of not more than ten years, or both.
- All new users of the information system must read the RoB and sign the accompanying acknowledgement form before accessing the information system. This acknowledgement must be completed annually thereafter. By signing the form users reaffirm their knowledge of, and agreement to adhere to, the RoB. The RoB may be presented to the user in hardcopy or electronically. The user's acknowledgement may be obtained by written signature or by electronic acknowledgement or signature.
- Users have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may, for lawful government purposes, monitor, record, intercept, audit,

Warning! Your IDIS working session will time out after 20 minutes if there is no interaction with the application server. The system will provide a warning and prompt you if you need more time 3 minutes prior to the expiration of the current session.

To work with IDIS MicroStrategy Reports, you must first close any remaining MicroStrategy windows from prior sessions, and open a **new** window using the link on the IDIS Reports page.

User: H55001
Role: Grantee
Organization: AGUADILLA

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

You have 2 CDBG and 1 HOME activities that have been flagged. Click on the number to go to the review page.

Activity

Search Activities

Search Criteria

Program: All ▾	IDIS Project ID: <input type="text"/>	Status: All ▾
Activity Name: <input type="text"/>	IDIS Activity ID: <input type="text"/>	
Program Year: Select ▾	Grantee/PJ Activity ID: <input type="text"/>	Activity Owner: AGUADILLA, PR ▾

|

Activity

Add Activity

|

*Indicates Required Field

***Activity Owner:** **Grantee/PJ Activity ID:**

***IDIS Project ID/Project Title (Program Year):**

***Activity Name:**



Program	*Activity Category	Ready to Fund	Setup Detail
CDBG	<p>◆ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes</p> <p>◆ Will this activity use Section 108 loan? No <input type="button" value="Change answer"/></p> <input type="text" value="None"/>	No	<input type="button" value="Add CDBG"/>
ESG	<input type="text" value="None"/>	No	<input type="button" value="Add ESG"/>
HOME	<input type="checkbox"/> HOME-ARP <input type="text" value="None"/>	No	<input type="button" value="Add HOME"/>
HOPWA	<input type="text" value="None"/>	No	<input type="button" value="Add HOPWA"/>
HPRP	<input type="text" value="None"/>	No	<input type="button" value="Add HPRP"/>
TCAP	<input type="text" value="None"/>	No	<input type="button" value="Add TCAP"/>
HESG	<input type="text" value="None"/>	No	<input type="button" value="Add HESG"/>
HOPWA-C	<input type="text" value="None"/>	No	<input type="button" value="Add HOPWA-C"/>
HTF	<input type="text" value="None"/>	No	<input type="button" value="Add HTF"/>

User: H55001
Role: Grantee
Organization: AGUADILLA

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Plans/Projects/Activities

Funding/Drawdown

Grant ⁴

Grantee/PJ

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Project

Search Projects

Search Criteria

Program Year:

All ▾

Program:

▾

Project Title:

IDIS Project ID:

Grantee/PJ Project ID:

| [Return to activity](#)

Community Development Systems Integrated Disbursement & Information System (IDIS)

User: H55001
Role: Grantee
Organization:
 AGUADILLA

- Switch Profile
- Add My Access
- Logout

Plans/Projects/Activities

Funding/Drawdown

Grant ⁴

Grantee/PJ Ad

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Project

Search Projects

Search Criteria

Program Year: **Program:**

Project ID: **Grantee/PJ Project ID:**

Project Title:

[Return to activity](#)

- All
- 2022
- 2021**
- 2020
- 2019
- 2018
- 2017
- 2016
- 2015
- 2014
- 2013
- 2012
- 2011
- 2010
- 2009
- 2008
- 2007
- 2006
- 2005
- 2004

User: H55001
Role: Grantee
Organization: AGUADILLA

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home

Plans/Projects/Activities

Funding/Drawdown

Grant ⁴

Grantee/PJ

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Project

Search Projects

Search Criteria

Program Year:

IDIS Project ID:

Program:

- ▼
- CDBG
- HOME**
- HTF
- HESG
- HOPWA
- HOPWA-C
- ESG
- HPRP
- TCAP
- CDBG-R

Project ID:

Project Title:

| [Return to activity](#)

User: H55001
Role: Grantee
Organization: AGUADILLA

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Plans/Projects/Activities

Funding/Drawdown

Grant ⁴

Grantee/PJ

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Project

Search Projects

Search Criteria

Program Year:

2021 ▾

Program:

HOME ▾

Project Title:

IDIS Project ID:

Grantee/PJ Project ID:

[Return to activity](#)





User: H55001
Role: Grantee
Organization: AGUADILLA

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Plans/Projects/Activities Funding/Drawdown **Grant** ⁴ Grantee/PJ Admin Reports

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Project

Search Projects

Search Criteria

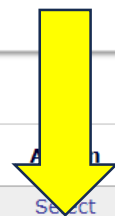
Program Year: 2021 **Program:** HOME **Project Title:**

IDIS Project ID: **Grantee/PJ Project ID:**

| [Return to activity](#)

Results Page 1 of 1

Program Year	IDIS Project ID	Grantee/PJ Project ID	Project Title	Project Owner	Status	Action
2021	4		HOME ADMINISTRATIVE COST FY 2021-2022	AGUADILLA, PR	Open	Select
2021	5		HOUSING REHABILITATION PROGRAM FY 2021-2022	AGUADILLA, PR	Open	Select
2021	6		CHDO SET ASIDE FY 2021-2022	AGUADILLA, PR	Open	Select
2021	7		CHDO OPERATIONAL COSTS	AGUADILLA, PR	Open	Select



Organization:
AGUADILLA

- Switch Profile
- Add My Access
- Logout

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Activity

Add Activity

• Project selected. The activity is now under HOUSING REHABILITATION PROGRAM FY 2021-2022. This will NOT take effect until the activity is saved.

Save | Cancel

Activity
- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project
- Add
- Search
- Copy

Consolidated Plans
- Add
- Copy
- Search

Annual Action Plans
- Add
- Copy
- Search

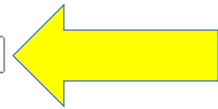
Consolidated Annual Performance Evaluation Report
- Add
- Search

Utilities
- Home
- Data Downloads

***Indicates Required Field**

***Activity Owner:** AGUADILLA, PR ▾ **Grantee/PJ Activity ID:**

***IDIS Project ID/Project Title (Program Year):**
5/HOUSING REHABILITATION PROGRAM FY 2021-2022 (2021)

***Activity Name:** 

Program	*Activity Category	Ready to Fund	Setup Detail
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Will this activity use Section 108 loan? No <input type="button" value="Change answer"/> <input type="text" value="None"/> ▾	No	<input type="button" value="Add CDBG"/>
ESG	<input type="text" value="None"/> ▾	No	<input type="button" value="Add ESG"/>
HOME	<input type="checkbox"/> HOME-ARP <input type="text" value="None"/> ▾	No	<input type="button" value="Add HOME"/>

Common HOME-ARP Activity Setup Mistake

- Select the HOME-ARP checkbox to setup HOME-ARP activities
 - Add Activity screen now has a checkbox next to HOME
 - Select the checkbox ONLY to setup a HOME-ARP activity
 - When selected IDIS will display HOME-ARP specific activity categories



***Indicates Required Field**

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

***Activity Owner:**

AGUADILLA, PR

Grantee/PJ Activity ID:

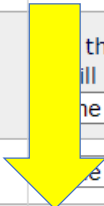
***IDIS Project ID/Project Title (Program Year):**

5/HOUSING REHABILITATION PROGRAM FY 2021-2022 (2021)

***Activity Name:**

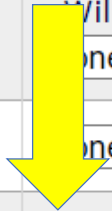
HOME-ARP Activity

Program	*Activity Category	Ready to Fund	Setup Detail
CDBG	Will this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes Will this activity use Section 108 loan? No <input type="button" value="Change answer"/> <input type="text"/>	No	<input type="button" value="Add CDBG"/>
ESG	<input type="text"/>	No	<input type="button" value="Add ESG"/>
HOME	<input checked="" type="checkbox"/> HOME-ARP <input type="text"/>	No	<input type="button" value="Add HOME"/>
HOPWA	<input type="text"/>	No	<input type="button" value="Add HOPWA"/>
HPRP	<input type="text"/>	No	<input type="button" value="Add HPRP"/>
TCAP	<input type="text"/>	No	<input type="button" value="Add TCAP"/>
HESG	<input type="text"/>	No	<input type="button" value="Add HESG"/>
HOPWA-C	<input type="text"/>	No	<input type="button" value="Add HOPWA-C"/>
HTF	<input type="text"/>	No	<input type="button" value="Add HTF"/>



- HOME-ARP
- None
- None
- Rental
- Tenant-Based Rental Assistance (TBRA)
- Non-Congregate Shelter
- Supportive Services
- AD/CO/CB
- None

Program	*Activity Category	Ready to Fund	Setup Detail
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes Will this activity use Section 108 loan? No <input type="button" value="Change answer"/> None <input type="button" value="v"/>	No	<input type="button" value="Add CDBG"/>
ESG	None <input type="button" value="v"/>	No	<input type="button" value="Add ESG"/>
HOME	<input type="checkbox"/> HOME-ARP None <input type="button" value="v"/>	No	<input type="button" value="Add HOME"/>
HOPWA	Rental <input type="button" value="v"/> Homebuyer Homeowner Rehab	No	<input type="button" value="Add HOPWA"/>
HPRP	Tenant-Based Rental Assistance (TBRA) AD/CO/CC Only None <input type="button" value="v"/>	No	<input type="button" value="Add HPRP"/>
TCAP	None <input type="button" value="v"/>	No	<input type="button" value="Add TCAP"/>
HESG	None <input type="button" value="v"/>	No	<input type="button" value="Add HESG"/>
HOPWA-C	None <input type="button" value="v"/>	No	<input type="button" value="Add HOPWA-C"/>
HTF	None <input type="button" value="v"/>	No	<input type="button" value="Add HTF"/>



None

None

Rental

Homebuyer

Homeowner Rehab

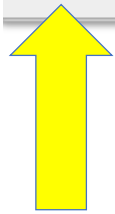
Tenant-Based Rental Assistance (TBRA)

AD/CO/CC Only

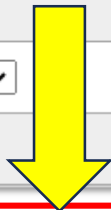
None



Program	*Activity Category	Ready to Fund	Setup Detail
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Will this activity use Section 108 loan? No <input type="button" value="Change answer"/> None <input type="text"/>	No	<input type="button" value="Add CDBG"/>
ESG	None <input type="text"/>	No	<input type="button" value="Add ESG"/>
HOME	<input type="checkbox"/> HOME-ARP None <input type="text"/>	No	<input type="button" value="Add HOME"/>
HOPWA	None <input type="text"/>	No	<input type="button" value="Add HOPWA"/>
HPRP	None <input type="text"/>	No	<input type="button" value="Add HPRP"/>
TCAP	None <input type="text"/>	No	<input type="button" value="Add TCAP"/>
HESG	None <input type="text"/>	No	<input type="button" value="Add HESG"/>
HOPWA-C	None <input type="text"/>	No	<input type="button" value="Add HOPWA-C"/>
HTF	None <input type="text"/> None Rental Homebuyer AD Only	No	<input type="button" value="Add HTF"/>



HOME	<input checked="" type="checkbox"/> HOME-ARP Non-Congregate Shelter	No	Add HOME
HOPWA	None	No	Add HOPWA
HPRP	None	No	Add HPRP
TCAP	None	No	Add TCAP
HESG	None	No	Add HESG
HOPWA-C	None	No	Add HOPWA-C
HTF	None	No	Add HTF



***Is this activity subject to Section 3 at 24 CFR Part 75?** ⓘ Yes No

***Is this activity an infrastructure project, as defined under the Build America, Buy America Act?** ⓘ Yes No

***Environmental Review:**
COMPLETED

Allow Another Organization to Access this Activity:
 ⓘ Select Organization

HEROS Environmental Review ID:

Comments ⓘ

Activity Description:

- Switch Profile
- Add My Access
- Logout

Activity

Edit Activity

- The new activity has been saved.

Save | Cancel

*Indicates Required Field

Activity Owner:
AGUADILLA, PR

Activity Status:
Open

IDIS Activity ID:
731

Completion Date:
 (mm/dd/yyyy)

IDIS Project ID/Project Title (Program Year):
5/HOUSING REHABILITATION PROGRAM FY 2021-2022 (2021)

Grantee/PJ Activity ID:

Initial Funding Date:

***Activity Name:**

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

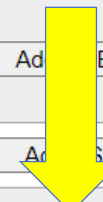
Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Program	*Activity Category	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? No <input type="button" value="Change answer"/> <input type="text" value="None"/>	No	No	<input type="button" value="Add CDBG"/>	<input type="button" value="Add CDBG Accomp."/>	
ESG	<input type="text" value="None"/>	No	No	<input type="button" value="Add ESG"/>	<input type="button" value="Add ESG Accomp."/>	
HOME	<input checked="" type="checkbox"/> HOME-ARP <input type="text" value="Non-Congregate Shelter"/>	No	No	<input type="button" value="Add HOME"/>	<input type="button" value="Add HOME Accomp."/>	
HOPWA	<input type="text" value="None"/>	No	No	<input type="button" value="Add HOPWA"/>	<input type="button" value="Add HOPWA Accomp."/>	
CDBG-R	<input type="text" value="None"/>	No	No	<input type="button" value="Add CDBG-R"/>	<input type="button" value="Add CDBG-R Accomp."/>	
HPRP	<input type="text" value="None"/>	No	No	<input type="button" value="Add HPRP"/>		



IDIS Activity ID:

7483

IDIS Project ID/Project Title (Program Year):

1/Jordan Meadows Homes HTF (2021)

[Change Project](#)**Completion Date:** (mm/dd/yyyy)**Grantee/PJ Activity ID:****Initial Funding Date:*****Activity Name:**

HTF Activity

Program	*Activity Category ⓘ	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? No Change answer <input type="text" value="None"/>	No	No	Add CDBG	Add CDBG Accomp.	
ESG	<input type="text" value="None"/>	No	No	Add ESG	Add ESG Accomp.	
HOME	<input type="checkbox"/> HOME-ARP <input type="text" value="None"/>	No	No	Add HOME	Add HOME Accomp.	
HOPWA	<input type="text" value="None"/>	No	No	Add HOPWA	Add HOPWA Accomp.	
CDBG-R	<input type="text" value="None"/>	No	No	Add CDBG-R	Add CDBG-R Accomp.	
HPRP	<input type="text" value="None"/>	No	No	Add HPRP		
TCAP	<input type="text" value="None"/>	No	No	Add TCAP	Add TCAP Accomp.	
HESG	<input type="text" value="None"/>	No	No	Add HESG		
HOPWA-C	<input type="text" value="None"/>	No	No	Add HOPWA-C	Add HOPWA-C Accomp.	
HTF	<input type="text" value="Rental"/>	No	No	Add HTF	Add HTF Accomp.	

[Activity Funding](#)

- Switch Profile
- Add My Access
- Logout

Activity

Add HOME-ARP Setup Detail (Page 1)

- Activity**
- Add
 - Search
 - Search HOME/HTF
 - Review
 - CDBG Cancellation


Non-Congregate Shelter

Save | Save and Continue | Cancel

- Project**
- Add
 - Search
 - Copy

Grantee/PJ Activity ID: N/A	Activity Name: HOME-ARP Activity	Program Year/Project ID: 2021/5
IDIS Activity ID: 731	Activity Owner: AGUADILLA	Project Title: HOUSING REHABILITATION PROGRAM FY 2021-2022

- Consolidated Plans**
- Add
 - Copy
 - Search

Written Agreement Execution Date:  (mm/dd/yyyy)
 Note: this is optional during setup, but must be provided before the activity can be funded.
 WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

- Annual Action Plans**
- Add
 - Copy
 - Search

Will this activity be carried out by a faith-based organization?
 Yes No


- Consolidated Annual Performance Evaluation Report**
- Add
 - Search

***Setup Activity Type:**
 Select Option

Multi-Address:
 Yes No

Loan Guarantee:
 Yes No

- Utilities**
- Home
 - Data Downloads
 - Print Page
 - Help (Add)
 - Help (Edit)

Activity Address 

***Address Line 1:**

***City:**

Address Line 2:

***State:** Puerto Rico ***Zip Code:** +

Address Line 3:

***County:** Select Option

- Links**
-  Contact Support
 -  Rules of Behavior
 - CPD Home
 - HUD Home

Common Written Agreement Execution Date Mistake: Entering the Wrong Written Agreement Execution Date

- Entering the Wrong Written Agreement Execution Date
 - Once entered in IDIS the WAED cannot be changed after the activity is funded—review written agreement carefully
 - WAED must be on or before the initial funding date
 - PJs/grantees are required to complete most activities in IDIS within 4 years of the WAED
 - If the WAED is entered into IDIS incorrectly, the activity could be Involuntarily Terminated
 - When an activity is involuntarily terminated IDIS will automatically block the activity, preventing the PJ/grantee from make any changes to the activity until it is unblocked by HQ



- Switch Profile
- Add My Access
- Logout

Activity

Add HOME-ARP Setup Detail (Page 1)

- Activity**
- Add
 - Search
 - Search HOME/HTF
 - Review
 - CDBG Cancellation

- Project**
- Add
 - Search
 - Copy

- Consolidated Plans**
- Add
 - Copy
 - Search

- Annual Action Plans**
- Add
 - Copy
 - Search

- Consolidated Annual Performance Evaluation Report**
- Add
 - Search

- Utilities**
- Home
 - Data Downloads
 - Print Page
 - Help (Add)
 - Help (Edit)

- Links**
- Contact Support
 - Rules of Behavior
 - CPD Home
 - HUD Home

Non-Congregate Shelter

Save | Save and Continue | Cancel

* Indicates Required Field

Grantee/PJ Activity ID: N/A	Activity Name: HOME-ARP Activity	Program Year/Project ID: 2021/5
IDIS Activity ID: 731	Activity Owner: AGUADILLA	Project Title: HOUSING REHABILITATION PROGRAM FY 2021-2022

Written Agreement Execution Date: (mm/dd/yyyy)
 Note: this is optional during setup, but must be provided before the activity can be funded.
 WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

Will this activity be carried out by a faith-based organization?
 Yes No

***Setup Activity Type:**
 Select Option
 Select Option
 Rehabilitation Only
 New Construction Only
 Acquisition Only
 Acquisition and Rehabilitation
 Acquisition and New Construction

Loan Guarantee:
 Yes No

***Address Line 1:**

***City:**

Address Line 2:

***State:** Puerto Rico ***Zip Code:** +

Address Line 3:

***County:** Select Option Refresh County Code

Validate This Address

- Search
- Copy

- Consolidated Plans**
- Add
- Copy
- Search

- Annual Action Plans**
- Add
- Copy
- Search

- Consolidated Annual Performance Evaluation Report**
- Add
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help (Add)
- Help (Edit)

- Links**
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Grantee/PJ Activity ID: N/A	Activity Name: HOME-ARP Activity	Program Year/Project ID: 2021/5
IDIS Activity ID: 731	Activity Owner: AGUADILLA	Project Title: HOUSING REHABILITATION PROGRAM FY 2021-2022

Written Agreement Execution Date: (mm/dd/yyyy)
Note: this is optional during setup, but must be provided before the activity can be funded.
WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

Will this activity be carried out by a faith-based organization?
 Yes No

***Setup Activity Type:**

Multi-Address:
 Yes No

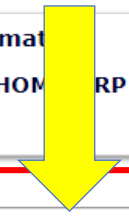
Loan Guarantee:
 Yes No

Activity Address

*Address Line 1: <input type="text" value="701 Av. Roberto H. Todd"/>	*City: <input type="text" value="San Juan"/>
Address Line 2: <input type="text"/>	*State: <input type="text" value="Puerto Rico"/>
Address Line 3: <input type="text"/>	*Zip Code: <input type="text"/> + <input type="text"/>
	*County: <input type="text" value="Select Option"/>

Activity Estimate

*Estimated HOME-ARP Units: <input type="text" value="10"/>	*Estimated HOME-ARP Cost: \$ <input type="text" value="500,000"/>
--	---



| |

- Switch Profile
- Add My Access
- Logout

Activity

- Add
- Search
- Search HOME/HTF
- Review
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

Activity**Edit Activity**

- HOME-ARP setup has been saved

 |
Indicates Required Field*Activity Owner:**

AGUADILLA, PR

IDIS Activity ID:

731

IDIS Project ID/Project Title (Program Year):

5/HOUSING REHABILITATION PROGRAM FY 2021-2022 (2021)

***Activity Name:**

HOME-ARP Activity

Activity Status:Open **Completion Date:**
 (mm/dd/yyyy)
Grantee/PJ Activity ID:

Initial Funding Date:

Program	*Activity Category	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? No <input type="button" value="Change answer"/> <input type="text" value="None"/> <input type="button" value="v"/>	No	No	<input type="button" value="Add CDBG"/>	<input type="button" value="Add CDBG Accomplishment"/>	
ESG	<input type="text" value="None"/> <input type="button" value="v"/>	No	No	<input type="button" value="Add ESG"/>	<input type="button" value="Add ESG Accomplishment"/>	
HOME	<input checked="" type="checkbox"/> HOME-ARP <input type="text" value="Non-Congregate Shelter"/> <input type="button" value="v"/>	Yes	No	<input type="button" value="Edit HOME"/>	<input type="button" value="Add HOME Accomplishment"/>	<input type="button" value="Check HOME"/>
HOPWA	<input type="text" value="None"/> <input type="button" value="v"/>	No	No	<input type="button" value="Add HOPWA"/>	<input type="button" value="Add HOPWA Accomplishment"/>	
CDBG-R	<input type="text" value="None"/> <input type="button" value="v"/>	No	No	<input type="button" value="Add CDBG-R"/>	<input type="button" value="Add CDBG-R Accomplishment"/>	
HPRP	<input type="text" value="None"/> <input type="button" value="v"/>	No	No	<input type="button" value="Add HPRP"/>		



HOME-ARP Supportive Services Activities

Common HOME-ARP Supportive Services Mistakes

- Selecting the wrong Service Type box
 - The service type selected will populate the required quarterly reporting data
 - This action cannot be undone, except by special request to HQ
- Funding Supportive Services activities with AD
 - Supportive Services activities must be funded with EN or SU
 - If funds are drawn under the incorrect fund type, a special request to HQ must be submitted



Activity

Add HOME-ARP

Supportive Services - Page 1

| ⓘ |

* Indicates Required Field

Grantee/PJ Activity ID:
N/A

Activity Name:
Supportive Services

Program Year/Project ID:
2021/6

IDIS Activity ID:
7482

Activity Owner:
ALABAMA

Project Title:
Magnolia Trace

Written Agreement Execution Date: ⓘ (mm/dd/yyyy)

Note: this is optional during setup, but must be provided before the activity can be funded.

WARNING: This must be the actual execution date of the HOME-ARP written agreement. It cannot be modified once this activity has been funded.

Type of Services ⓘ

Select the service(s) to be provided under this activity:

- Supportive Services
- Housing Counseling

| ⓘ |



HOME-ARP Rental & Rental Operating Activities

Common HOME-ARP Rental & Rental Operating Mistakes

1. Rental Operating activity **CANNOT** exist without a HOME-ARP Rental activity that is:
 - a) Marked as needing rental operating assistance, AND
 - b) In “Completed” status
2. HOME-ARP Rental and Rental Operating are **separate activities**, and must be **funded separately**
 - **DO NOT** include Rental Operating costs in Rental Activity “Funded Amount” in IDIS



Activity

Edit Activity

Save | Cancel

*Indicates Required Field

- Activity**
 - Add
 - Search
 - Search HOME/HTF
 - Review
 - CDBG Cancellation

- Project**
 - Add
 - Search
 - Copy

- Consolidated Plans**
 - Add
 - Copy
 - Search

- Annual Action Plans**
 - Add
 - Copy
 - Search

- Consolidated Annual Performance Evaluation Report**
 - Add
 - Search

- Utilities**
 - Home
 - Data Downloads
 - Print Page
 - Help

- Links**
 - ? Contact Support
 - 📄 Rules of Behavior
 - CPD Home
 - HUD Home

Activity Owner:
 ALBANY, GA

IDIS Activity ID:
 2064

IDIS Project ID/Project Title (Program Year):
 1/Affordable Homeownership Program (2021)

***Activity Name:**

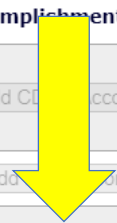
Activity Status:

Completion Date:
 (mm/dd/yyyy)

Grantee/PJ Activity ID:

Initial Funding Date:
 03/06/2024

Program	*Activity Category ⓘ	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	♦ Is this activity to prevent, prepare for, and respond to coronavirus?* <input type="radio"/> No <input type="radio"/> Yes ♦ Does this activity use Section 108 loan? No <input type="button" value="Change answer"/> <input type="text" value="None"/>	No	No	<input type="button" value="Add CDBG"/>	<input type="button" value="Add CDBG Accomp."/>	
ESG	<input type="text" value="None"/>	No	No	<input type="button" value="Add ESG"/>	<input type="button" value="Add ESG Accomp."/>	
HOME	<input checked="" type="checkbox"/> HOME-ARP <input type="text" value="Rental"/>	Yes	Yes	<input type="button" value="Edit HOME"/>	<input type="button" value="Add HOME Accomp."/>	<input type="button" value="Check HOME"/>
HOPWA	<input type="text" value="None"/>	No	No	<input type="button" value="Add HOPWA"/>	<input type="button" value="Add HOPWA Accomp."/>	
HESG	<input type="text" value="None"/>	No	No	<input type="button" value="Add HESG"/>		
HOPWA-C	<input type="text" value="None"/>	No	No	<input type="button" value="Add HOPWA-C"/>	<input type="button" value="Add HOPWA-C Accomp."/>	
HTF	<input type="text" value="None"/>	No	No	<input type="button" value="Add HTF"/>	<input type="button" value="Add HTF Accomp."/>	



Activity

Add HOME-ARP Completion Detail (Page 1)

Rental

| |

* Indicates Required Field

Grantee/PJ Activity ID: N/A	Activity Name: HOME-ARP Rental Activity	Program Year/Project ID: 2021/1
IDIS Activity ID: 2064	Activity Owner: ALBANY	Project Title: Affordable Homeownership Program
HOME-ARP Multiple-address: No	HOME-ARP Completion Activity Type:	Number of HOME-ARP-Assisted Units: 5
Activity Address: 123 N Front St Albany, GA 31701-2554		

Completion Narrative: (Maximum 4000 characters) ⓘ



*Completion Activity Type: ⓘ Rehabilitation Only ▼	*Property Type: ⓘ Select Option ▼
Will operating costs be needed for this activity? <input type="radio"/> Yes <input checked="" type="radio"/> No	
Mixed Use: <input type="radio"/> Yes <input checked="" type="radio"/> No	
Mixed Income: <input type="radio"/> Yes <input checked="" type="radio"/> No	



Creating a Voucher

Common Drawdown Mistake

- Selecting the wrong recipient
- Make sure the correct organization is selected in the “Voucher Created For” field
- Selecting the wrong organization will result in an error message, preventing the user from creating a voucher for that activity



User: H55001
Role: Grantee
Organization:
HILLSBOROUGH
COUNTY

- Switch Profile
- Add My Access
- Logout

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

-  Contact Support
-  Rules of Behavior
- CPD Home
- HUD Home

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Welcome to the Integrated Disbursement and Information System

IDIS News

11/10/2022

DMI Infrastructure Testing

05/23/2022

IDIS 11.26.1 Release Notes

03/21/2022

IDIS 11.26.0 Release Notes part 5 of 5

03/21/2022

IDIS 11.26.0 Release Notes part 3 of 5

03/21/2022

IDIS 11.26.0 Release Notes part 2 of 5

03/21/2022

IDIS 11.26.0 Release Notes part 1 of 5

WARNING

By using this U.S. Government information system you understand and consent to the following:

- The information system Rules of Behavior (RoB) provides the rules that govern the appropriate use of the information system for all government personnel and other federally funded users. The RoB is intended to enhance and further define the specific rules each user must follow when using the information system and enforcing user understanding of:
 1. HUD's policy requiring a separation of duties between the requestor and approver for financial transactions;
 2. Prohibition from misusing the information system, i.e., exceeding their authority;
 3. The existence of and penalty for violating 18 USC 1030:
 - a. The elements of 18 USC 1030(a)4, "Accessing to Defraud and Obtain Value" are:
 - i. Knowingly accessing a protected computer without or in excess of authorization;
 - ii. With intent to defraud;
 - iii. Access furthered the intended fraud; and
 - iv. Obtain anything of value
 - b. The penalty for violating this statute includes a fine and imprisonment of not more than ten years, or both.
- All new users of the information system must read the RoB and sign the accompanying acknowledgement form before accessing the information system. The acknowledgement must be completed annually thereafter. By signing the form users reaffirm their knowledge of, and agreement to adhere to, the RoB. The acknowledgement may be presented to the user in hardcopy or electronically. The user's acknowledgement may be obtained by written signature or by electronic signature.
- Users have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At no time should users expect that their communications or data will be protected from disclosure to authorized personnel.

Warning! Your IDIS working session will time out after 20 minutes if there is no interaction with the application server. The system will provide a warning and prompt you if you need more time 3 minutes prior to the expiration of the current session.

To work with IDIS MicroStrategy Reports, you must first close any remaining MicroStrategy windows from prior sessions, and open a **new** window using the link on the IDIS Reports page.

User: H55001
Role: Grantee
Organization:
HILLSBOROUGH
COUNTY

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

Receipt
- Add
- Search
- Search Accounts

Section 108 Loan
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

You have 9 CDBG activities that have been flagged. Click on the number to go to the review page.

Activity Funding

Search for Activities to Fund

Search Criteria

Program:

IDIS Project ID:

Activity Status:

Activity Name:

IDIS Activity ID:

*Activity Owner:

Program Year:

Grantee/PJ Activity ID:

Search

Reset

- Switch Profile
- Add My Access
- Logout

Drawdown

Create Voucher - Page 1 of 4 (Select Activities)

- Activity Funding**
- Search

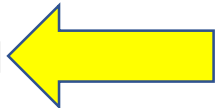
Continue

- Drawdown**
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

* Indicates Required Field

*Voucher Created For: (tip)

HILLSBOROUGH COUNTY, FL



Requested LOCCS Submission Date: (tip)

(mm/dd/yyyy)

- Receipt**
- Add
- Search
- Search Accounts

Activity Owner: (tip)

HILLSBOROUGH COUNTY, FL

- Section 108 Loan**
- Search

***IDIS Activity ID**

3960										

Search for Activities

Reset

- Utilities**
- Home
- Data Downloads
- Print Page
- Help

Continue

- Links**
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home



Submitting Repayments

Common Repayment Mistakes

1. Repaying Funds to the wrong account
 - Never repay funds without explicit instructions from your CPD Rep
 - Payments made to the wrong account cannot be undone
2. Not recording the IDIS Activity ID associated with the repayment
 - Without the IDIS Activity ID the PJ/grantee cannot complete the repayment process in IDIS
3. Forgetting to apply the Collection Voucher for Treasury Repayments
 - Repayment to a PJ/grantee's Treasury account is not complete until the collection voucher has been applied in IDIS



Local Account vs. Treasury Account

All PJs and grantees have accounts that “hold” their program funds:

1. **Treasury Account** is the Federal U.S. Treasury account for each PJ or grantee
2. **Local Account** includes repayments of funds, matching contributions and payment of interest or other returns on investment

HOME-ARP repayments must **ALWAYS** be made to the Federal U.S. Treasury account, there is not a HOME-ARP local Account



Local Account vs. Treasury Account

Repayment Fund Type	HOME	HOME-ARP	HTF
AD/CO/CC	Treasury Account	Treasury Account	Treasury Account
EN	Local Account	Treasury Account	Local Account
SU	Local Account	Treasury Account	Local Account
PI/HP/IU	Local Account	N/A	Local Account



Local HOME or HTF Account Repayment Process

- **Step One:** Contact your CPD Rep
- **Step Two:** Deposit funds into local HOME or HTF account
- **Step Three:** Create IU receipt in IDIS
- **Step Four Option 1:** Commit and draw IU funds for HOME or HTF project related costs
- **Step Four Option 2:** Provide your CPD Rep with evidence of repayment using non-federal funds
 - This step is required if the PJ/grantee needs further assistance cleaning up the activity in IDIS. For example, if the activity is in involuntarily terminated status
- [HOME Facts Volume 7, No. 1](#) for additional guidance



How to Create IU Receipt in IDIS

User: H55001
Role: Grantee
Organization: TEXAS

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

Receipt
- Add
- Search
- Search Accounts

Section 108 Loan
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

Links
- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

You have **224 CDBG** and **3 HOME** activities that have been flagged. Click on the number to go to the review page.

Activity Funding

Search for Activities to Fund

Search Criteria

Program: <input type="text" value="All"/>	IDIS Project ID: <input type="text"/>	Activity Status: <input type="text" value="Select"/>
Activity Name: <input type="text"/>	IDIS Activity ID: <input type="text"/>	*Activity Owner: <input type="text" value="TEXAS"/>
Program Year: <input type="text" value="All"/>	Grantee/PJ Activity ID: <input type="text"/>	

|

How to Create IU Receipt in IDIS

User: H55001
Role: Grantee
Organization:
TEXAS

- Switch Profile
- Add My Access
- Logout

Activity Funding
- Search

Drawdown
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

Receipt
- **Add**
- Search
- Search Accounts

Section 108 Loan
- Search

Utilities
- Home
- Data Downloads
- Print Page
- Help

Plans/Projects/Activities

Funding/Drawdown

Grant

4

Grant

You have **224 CDBG** and **3 HOME** activities that have been flagged. Click on the number to go to the review page.

Receipt

Add Receipt

Select Receipt Type

Formula Grant Receipt

Competitive Grant Receipt

Receipt from Subgrant (Retained Income)

Receipt from Section 108 Loan

How to Create IU Receipt in IDIS

- Switch Profile
- Add My Access
- Logout

Receipt

Add Receipt

Save | Reset | Return to Add Receipt Menu

- Activity Funding**
- Search

- Drawdown**
- Create Voucher
- Search Voucher
- Search Collections
- Approve Voucher

- Receipt**
- Add
- Search
- Search Accounts

- Section 108 Loan**
- Search

- Utilities**
- Home
- Data Downloads
- Print Page
- Help

- Links**
-  Contact Support
-  Rules of Behavior
- CPD Home
- HUD Home

*Indicates Required Field

Receipt Created For:
TEXAS

Receipt Status:
Original

Formula Receipt

***Program:**

Select Program ▾

Select Program

Receipt:

CDBG

HOME

IUE

***Fund Type:**

Select ▾

Select

PI PROGRAM INCOME

RL REVOLVING LOAN

SF CDBG STATE FUNDS

HP RECAPTURED FROM THE HOMEBUYER PROGRAM

IU REPAYMENT TO LOCAL ACCOUNT

LA GRANT SPECIFIC REPAYMENT TO LOCAL ACCOUNT

Receipt Type:

Select Type ▾

Description:

Grantee Receipt #:

Total Amount:
\$0.00

Save | Reset

How to Create IU Receipt in IDIS

- Drawdown**
- Create Voucher
 - Search Voucher
 - Search Collections
 - Approve Voucher

- Receipt**
- Add
 - Search
 - Search Accounts

- Section 108 Loan**
- Search

- Utilities**
- Home
 - Data Downloads
 - Print Page
 - Help

- Links**
- [Contact Support](#)
 - [Rules of Behavior](#)
 - [CPD Home](#)
 - [HUD Home](#)

***Indicates Required Field**

Receipt Created For:
TEXAS

Receipt Status:
Original

Formula Receipt

***Program:**

HOME

Receipt Type:

Select Type

***Program Year of Receipt:**

2023

Description:

*** Source Type:** ⓘ

SG STATE

Grantee Receipt #:

***Fund Type:**

IU REPAYMENT TO LOCAL ACCOUNT

Total Amount:

\$0.00

IDIS Activity ID:

50932

Show Activity Funds

Recipient	Source Name	Source Type	Grant Year	Fund Type	Drawn Amount	Previous Local Account Repayments	Remaining Balance	Local Account Repayment - Receipt Amount	Grantee Receipt #
TEXAS	HUD	SG	2019	EN	\$8,026.00	\$710.00	\$7,316.00	\$	
								Total:\$	

Add Activity

***Comments:**

Save | Reset

How to Create IU Receipt in IDIS

*Indicates Required Field

Receipt Created For:
TEXAS

Receipt Status:
Original


Formula Receipt

*Program:

HOME

*Program Year of Receipt:

2023

* Source Type: 

SG STATE

*Fund Type:

IU REPAYMENT TO LOCAL ACCOUNT

Receipt Type:

Select Type

Description:

Grantee Receipt #:

Total Amount:

\$550.00

IDIS Activity ID:

50932

Show Activity Funds

Recipient	Source Name	Source Type	Grant Year	Fund Type	Drawn Amount	Previous Local Account Repayments	Remaining Balance	Local Account Repayment - Receipt Amount	Grantee Receipt #
TEXAS	HUD	SG	2019	EN	\$8,026.00	\$710.00	\$7,316.00	\$ 550	
								Total: \$550.00	

Add Activity

*Comments:

HOME repayment for ineligible activity #50932

How to Create IU Receipt in IDIS

View Receipt

- REPAYMENT TO LOCAL ACCOUNT Receipt posted. Note Receipt # 5415250 and Grant # M-23-SG-48-0100.

[Return to Add Receipt Menu](#) |

[View Activities](#)

Receipt Created For:
TEXAS

Receipt Status:
Original

Receipt Number:
5415250

Associated Grant #:
M-23-SG-48-0100

Receipt

Program:
HOME

Receipt Type:

Program Year of Receipt:
2023

Description:

Source Type:
SG

Total Amount:
\$550.00

Fund Type:
IU

IDIS Activity ID:
50932

Recipient	Source Name	Source Type	Grant Year	Fund Type	Drawn Amount	Previous Local Account Repayments	Remaining Balance	Local Account Repayment - Receipt Amount	Grantee Receipt #
TEXAS	HUD	SG	2019	EN	\$8,026.00	\$1,260.00	\$6,766.00	\$550.00	
								Total: \$550.00	

Treasury Repayment Process

- **Step One:** Contact your CPD Representative
- **Step Two:** Wire funds back to HUD
 - *Be sure to include grant number on wire transfer!*
- **Step Three:** Wait for credit (collection voucher) to appear in IDIS
 - *For HOME repayments credit will appear in IDIS under Activity 1*
 - *For HTF repayments credit will appear in IDIS under Activity 1,000,000*
- **Step Four:** Apply the credit (collection voucher) to the IDIS activity with ineligible costs
- **Step Five:** Cancel the IDIS activity with ineligible costs
- [HOME Facts Volume 1, No. 1](#) for additional guidance



Collection Voucher in IDIS

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/PJ

Admin

Reports

You have **104 CDBG** and **2 HOME** activities that have been flagged. Click on the number to go to the review page.

Drawdown

Search Vouchers

HOME: Enter 1
HTF: Enter 1,000,000

Search Criteria

*Indicates Required Field

IDIS Voucher #:

IDIS Activity ID:

Line Item Status:

1

Select

Grant #:

Earliest Creation Date:

*Activity Owner:

01/01/2017

NEBRASKA

(mm/dd/yyyy)

Search | Reset

Results Page 1 of 1 (1 voucher line items found)

IDIS Voucher #	Line Item #	Creation Date	IDIS Actv ID	Grant Number	Activity Name	Line Item Status	Drawdown Amount	Action
6687646	1	08/16/2023	1	M21SP310100	HOME COMMITTED FUNDS ADJUSTMENT	Completed CO	-\$17,164.99	Maintain-Approve View

Apply Collection Voucher to Ineligible Activity

Plans/Projects/Activities

Funding/Drawdown

Grant

Grantee/PJ

Admin

Reports

You have **104 CDBG** and **2 HOME** activities that have been flagged. Click on the number to go to the review page.

Drawdown

Maintain and Approve Voucher

[Return to Search Vouchers](#)

Voucher Created For:
NEBRASKA



Activity Owner:
NEBRASKA

IDIS Voucher #:
6687646

Created By:
LOCCS

Creation Date:
08/16/2023

Voucher Details

Line Item #	IDIS Actv ID	Activity Name	Program	Grant Year	Grant #	Fund Type	Source Name	Source Type	Recipient Name	Prior Program Year	Drawdown Amount	Line Item Status	Submission Date	Actions
1	1	HOME COMMITTED FUNDS ADJUSTMENT	HOME	2021	M21SP310100	EN	HUD	SP 	NEBRASKA	N/A	-\$17,164.99	Completed	08/16/2023	 Revise View



Apply Collection Voucher to Ineligible Activity

Voucher Created For: NEBRASKA	IDIS Voucher # / Line Item #: 6687646/1	Grant #: M-21-SP-31-0100	Transaction Type: Collection
Activity Owner: NEBRASKA	Created By: LOCCS	Approved By:	Pay To: NEBRASKA
	Creation Date: 08/16/2023	Approval Date:	

IDIS Information

IDIS Status: Approved
Batch #:
Batch Date: 08/16/2023
LOCCS Control #: 900000000080670
LOCCS Status: Completed

Voucher Update

Voucher Updated By: LOCCS
Date Updated: 08/16/2023

LOCCS Confirmation Information

Confirm Batch #: 3377
Confirm Batch Date: 12/31/9999
Confirmation Code:
Pay Method:
Payment Date: 08/16/2023
Schedule #:
Reschedule: N
Effective Date:

IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Program Year	Drawdown Amount	Line Item Status	Submission Date
1	HOME COMMITTED FUNDS ADJUSTMENT	HOME	2021	EN	HUD	SP	NEBRASKA	N/A	-\$17,164.99	Completed	08/16/2023

Revise Funds to Another Activity

IDIS Actv ID	Action
<input type="text"/>	<input type="button" value="Show Drawdown"/>

Required Justification*:

Apply Collection Voucher to Ineligible Activity

Voucher Created For: NEBRASKA	IDIS Voucher # / Line Item #: 6687646/1	Grant #: M-21-SP-31-0100	Transaction Type: Collection
Activity Owner: NEBRASKA	Created By: LOCCS	Approved By:	Pay To: NEBRASKA
	Creation Date: 08/16/2023	Approval Date:	

IDIS Information	
IDIS Status:	Approved
Batch #:	
Batch Date:	08/16/2023
LOCCS Control #:	900000000080670
LOCCS Status:	Completed
Voucher Update	
Voucher Updated By:	LOCCS
Date Updated:	08/16/2023

LOCCS Confirmation Information	
Confirm Batch #:	3377
Confirm Batch Date:	12/31/9999
Confirmation Code:	
Pay Method:	
Payment Date:	08/16/2023
Schedule #:	
Reschedule:	N
Effective Date:	

IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Program Year	Drawdown Amount	Line Item Status	Submission Date
1	HOME COMMITTED FUNDS ADJUSTMENT	HOME	2021	EN	HUD	SP	NEBRASKA	N/A	-\$17,164.99	Completed	08/16/2023

Revise Funds to Another Activity	
IDIS Actv ID	Action
8508	Show Drawdown

Required Justification*:
Repayment

Step Four: Apply Collection Voucher to Ineligible Activity

Voucher Created For: NEBRASKA	IDIS Voucher # / Line Item #: 6687646/1	Grant #: M-21-SP-31-0100	Transaction Type: Collection
Activity Owner: NEBRASKA	Created By: LOCCS	Approved By:	Pay To: NEBRASKA
	Creation Date: 08/16/2023	Approval Date:	


IDIS Information	
IDIS Status:	Approved
Batch #:	
Batch Date:	08/16/2023
LOCCS Control #:	900000000080670
LOCCS Status:	Completed
Voucher Update	
Voucher Updated By:	LOCCS
Date Updated:	08/16/2023

LOCCS Confirmation Information	
Confirm Batch #:	3377
Confirm Batch Date:	12/31/9999
Confirmation Code:	
Pay Method:	
Payment Date:	08/16/2023
Schedule #:	
Reschedule:	N
Effective Date:	

IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Program Year	Drawdown Amount	Line Item Status	Submission Date
1	HOME COMMITTED FUNDS ADJUSTMENT	HOME	2021	EN	HUD	SP	NEBRASKA	N/A	-\$17,164.99	Completed	08/16/2023

Revise Funds to Another Activity

IDIS Actv ID			Action	
<input type="text" value="8508"/>			<input type="button" value="Show Drawdown"/>	
Source	Recipient	Fund Type	Drawdown Amount	Enter Negative Amount
HUD	NEBRASKA	AD	\$53,071.80	<input type="text" value="-17164.99"/>
Total				



Required Justification*:

Repayment

Apply Collection Voucher to Ineligible Activity

LOCCS Control #: 900000000080670
LOCCS Status: Completed

Pay Method:
Payment Date: 08/16/2023
Schedule #:
Reschedule: N
Effective Date:

Voucher Update

Voucher Updated By: LOCCS
Date Updated: 08/16/2023

Line Item

IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Program Year	Drawdown
1	HOME COMMITTED FUNDS ADJUSTMENT	HOME	2021	EN	HUD	SP	NEBRASKA	N/A	-

Revise Funds to Another Activity

IDIS Actv ID	Action
<input type="text" value="8508"/>	<input type="button" value="Show Drawdown"/>

Source	Recipient	Fund Type	Drawdown Amount	Enter Negative Amount
HUD	NEBRASKA	AD	\$53,071.80	<input type="text" value="-17164.99"/>
			Total	

Required Justification*:

Repayment



|



Q&A

