

IDIS Online for CDBG State Grantees
AGENDA

DAY 1

- 8:45 - 9:00 Registration**
- 9:00 - 9:20 Introductions & IDIS Overview**
- a. What is IDIS?
 - b. IDIS Process & Steps
 - c. IDIS Data Collection
- 9:20 - 9:45 Module 1: Logging-in and Navigation**
- 9:45 - 10:15 Module 2: Projects**
- a. Adding Projects
 - b. Copying Projects
 - c. Revising Projects
- 10:15 - 11:30 Module 3: Public Facilities & Improvements**
- a. Introduction to Public Facilities and LMA Activities
 - b. Activity Setup
 - c. Activity Funding & Drawing
 - d. Reporting Accomplishments for LMA Activities
 - e. Activity Completion
 - f. Lessons Learned & Exercise
- 11:30 - 12:00 Module 4: Housing**
- a. Introduction to Housing and LMH Activities
 - b. Activity Setup
 - c. CDBG Setup Detail
- 12:00 - 1:00 Lunch**
- 1:00 - 2:00 Module 4: Housing (continued)**
- d. Reporting Accomplishments for LMH Activities
 - e. Lessons Learned & Exercise
- 2:00 - 3:30 Module 5: Economic Development**
- a. Introduction to Economic Development and LMJ Activities
 - b. Activity Setup
 - c. Reporting Accomplishments for LMJ Activities
 - d. Lessons Learned & Exercise
- 3:30 - 4:30 Module 6: Public Services**
- a. Introduction to Public Services and LMC Activities
 - b. Activity Setup
 - c. Reporting Accomplishments for LMC Activities
 - d. Extra Topic: Adding a New Organization
 - e. Lessons Learned & Exercise
- 4:30 Adjourn**
- 4:30 - 5:00 Optional Technical Assistance**

IDIS Online for CDBG State Grantees
AGENDA

DAY 2

- 9:00 - 10:30 Module 7: IDIS Reports**
a. Overview
b. Processing Reports
c. Downloading Reports
- 10:30 - 10:45 Break**
- 10:45 - 12:00 Module 7: IDIS Reports (continued)**
a. Practice Exercise
b. Review
- 12:00 - 1:00 Lunch**
- 1:00 - 2:30 Module 7: IDIS Reports Review**
a. PR01 HUD Grants and Program Income
b. PR02 List of Activities by Project and Activity
c. PR28 PER Financial Summary
d. PR28 PER Activity Summary
e. PR83 CDBG Performance Measures Report
f. PR85 Housing Performance
g. PR86 CDBG-R Report
h. Data Clean-up Phase VI
i. Performance Profiles
- 2:30 - 2:45 Break**
- 2:45 - 3:30 Module 8: Program Income**
a. Creating a Receipt
b. Funding with Program Income
c. Drawing with Program Income
d. Lessons Learned
- 3:30 - 4:30 Module 9: Additional Drawdown Topics**
a. Drawdown Revision
b. Returning Funds to HUD
c. Lessons Learned
- 4:30 Adjourn**
- 4:30 - 5:00 Optional Technical Assistance**