# IDIS *"LIVE"*

## News You Can Use . . .
## for the
## Integrated Disbursement and Information System

## *Philadelphia Hosts Biggest Meeting Ever*

It was on the first day of Spring that nearly sixty IDIS users converged upon the City of Brotherly Love to attend the fifth IDIS Users Group Meeting. Our compliments to the **Philadelphia Field Office** for successfully hosting what proved to be our most widely attended meeting yet. A total of eleven states were represented in Philly on March 21st. Philadelphia CPD Director, **Joyce Gaskins**, welcomed the group warmly, and a few words were shared by **Joseph F. Smith**, Director, Office of Executive Services, who made a surprise appearance. He spoke briefly of recent successes in IDIS, and indicated his ongoing desire to "learn directly from you, the grantee."

Well, Smith certainly came to the right place because IDIS Users Group Meetings are becoming "the" place to be to learn from one another! Morris County, New Jersey's **Cheryl Bartow**, for example, came to this meeting with concerns about reading an IDIS report correctly. Prior to the meeting, it seemed to her as if this report reflected more money than had actually been allocated in the County's grant. However, after guidance from User Group coordinator, **Lincoln Burruss**, who reviewed each of the report's line items with her, it became clear that the total allocation amount was correct, and Bartow was then able to see how those funds had been disbursed.

Bartow also inquired about how to decrease the percent of administrative funds from the IDIS default of 10 percent to this particular grantee's desired 8 percent. A demonstration then ensued for all to see how this type of change may be made easily.

And, then there was veteran IDIS user, **Pat Bokovitz**, of Chester County, Pennsylvania, who jumped right in to answer several questions of fellow grantees. What made his answers so valuable, though, was his ability to provide his colleagues with insight about the logic of the IDIS system, based on his longtime experience with it.

Collectively, users devised a solution to enhance the "MO8" screen -- the screen where grantees assign funds to an activity, by program. After much discussion, the group at-large suggested to HUD staff that the amount of money committed to an activity be added to this screen and that, if any funds have been disbursed, this screen should show the amount disbursed along with the available balance.

Users attending this meeting were happy to hear that, by popular demand, the *IDIS Student Guide* and the *IDIS User Manual* are soon to be condensed into one document, providing users with a single point of reference for IDIS "how-to"

information. Stay tuned for a release date of this new, consolidated publication.

Probably most memorable about the March meeting was a new item featured on the agenda: the break-out sessions. The larger group spent the afternoon divided into smaller **Dave Robinson**, of Lake County, Illinois, and **Dave Collins**, of Bucks County, Pennsylvania, were among many who took the lead in sharing their experiences with others within these subgroups. Having such an opportunity for personal interaction on a smaller scale gave everyone an opportunity to share information and experiences, techniques, and even

groups based on their specific IDIS function. For example, those who primarily use IDIS to draw down funds met in groups of three or four with others who perform the same function; and, those who primarily perform setup functions met in similar fashion with each other.

shortcuts with each other. It also helped each participant to get to know his/her fellow Users Group members better. Judging from the meeting evaluations, the breakout session was a "winner," and is sure to be included as a part of the next Users Group meeting in Chicago. *Will you be there to participate?*

## *Baltimore Hosts Pilot New-User Training Workshop*

A few weeks ago,  grantees in the Maryland State Office area attended a pilot workshop designed specifically for the new IDIS user. The three-day event took place at the Sheraton Inner Harbor in Baltimore (March 17-19), with the first day devoted exclusively to CDBG grantees, and the remaining two days devoted to multiple funded grantees. Both sessions were designed to acquaint new users with the conceptual framework behind IDIS as well as with the nuts-and-bolts, day-to-day practical issues of obtaining IDs and passwords, setting up activities, and drawing down funds.

Approximately 15 users attended the CDBG

workshop, and about 25 users attended the multiple funded workshop, each of which discussed topics such as, "What is IDIS?" "Setting Up and Revising Activities," "Drawing Down Funds," and "Managing IDIS On-Line." The multiple-funded grantees had additional discussion on subgranting and generating reports.

This pilot training inaugurates a series of new-user training workshops that are scheduled to take place monthly beginning in April and ending in September.  If interested in attending, see page 10 for more details.

## *How Do You Spell I-D-I-S ?*

It was at the new-user workshop (see above) that the first "official"(!) *IDIS Navigation Competition* took place to see who was the most adept at navigating through IDIS. The group was divided into four teams, and each team was given a series of data to use to set up an activity and approve a drawdown for that activity as fast as possible.

While all four teams completed the assignment within ten minutes, the team that actually finished first performed the task in a matter of minutes.  However, after closely evaluating this

team's results, the judge realized that they had *actually misspelled "I-D-I-S"!* This, of course, led to the immediate disqualification of that team, thereby making the second-place team the winners.  We could not have scripted a better example of just how important *accuracy* is in keying data into IDIS.

The *new* winning team was led by **Rachel B. Holmes**, of Harford County, Maryland, and **Cherie Sampson**, of Arundel Community Development, also in Maryland. Other members of the team included **Nancy Regan** and **Linda**

**D. Koser** of Harford County and **Francis A. Korwek** and **Kathleen M. Koch** of Arundel Community Development. The first-place prize was a software package that produces instant Print Screens from IDIS at the push of a button. *(We're working on awarding a spell checker to the disqualified team!)*

## State-Level IDIS Users Meet in Washington

Kudos to **Steven Haley**, Data Systems Coordinator at Headquarters, who successfully coordinated the second meeting of the **State IDIS Task Force** on April 1st in Washington, D.C. Fifty-two people attended the meeting at the Holiday Inn - Capitol, representing eight states, the Council of State Community Development Agencies, the National Council of State Housing Agencies, and HUD representatives from Headquarters and four field offices.

The Task Force was formed to serve in an advisory capacity prior to bringing states "live" on IDIS later this year. The members of the Task Force are providing feedback and input to Headquarters on issues specific to state-level grantees.

Topics covered at the meeting included an update on IDIS development, a status report on the Electronic Data Interchange (EDI) feasibility study, extensive discussion of alternative ways states can organize their activities within IDIS, upcoming training opportunities, a demonstration of how "front-end" PC software could be used to produce ad-hoc reports and enable other types of analyses, and a demonstration and discussion of the input of projects directly into IDIS.

Several issues were raised that HUD promised

to investigate further, including (but not limited to) limiting subrecipients to draws of appropriate funds for appropriate purposes when they receive more than one subgrant; possibly introducing some enhancements to project input to meet state-specific issues; and differentiating HOME subrecipients when historical CMIS data is brought over to IDIS.

The Task Force will be meeting again in July, possibly in conjunction with an already scheduled COSCDA meeting in Washington, D.C.

## IDIS on the Internet

Enhancements to the system have always been an ongoing priority, and the March meeting proved to be no exception. For example, did you know that the IDIS Users Group is now up on the Internet? We have a "virtual" home in cyberspace! A detailed presentation was made at the March meeting demonstrating how users may now access a variety of information pertaining exclusively to the Users Group, via HUD's home page (http://www.hud.gov).

Included among these new home page features are access to an IDIS Calendar of Events, SprintLink software files, the IDIS Student Guide and User Manual, contact information and, of course, back issues of **IDIS*"LIVE."*** For more details about what is featured on the IDIS User Group Web pages, turn to page 7.

# We Heard You!
# Here Are Changes You Wanted to See Made in IDIS . . .

While you talked, CPD was listening -- and taking notes! Here is a list of your concerns raised at the most recent IDIS Users Group Meeting. Many of these concerns are addressed later in this issue of **IDIS** *"LIVE*." Others are currently being worked on as enhancements to the system. CPD's ongoing goal is to resolve at least 50 percent of the problems identified at each Users Group Meeting no later than the date of the next scheduled meeting. In this way, improvements are *always* underway.  So far, we are on track.

| Priority IDIS Improvements Needed Per Participants Attending Most Recent IDIS Users Group Meeting | Under Consideration | Already Solved or Currently Being Solved | Solution Provided in This Newsletter |
|---|---|---|---|
| - Create the ability to enter cents on screens throughout IDIS. | | x | |
| - Publish more detailed information about upcoming Users Group Meetings in the newsletter, IDIS*LIVE".* | | | x |
| - Publish detailed information on the Internet about upcoming Users Group Meetings. | | x | |
| - Include  file "date" and file "size" information in the file description on the Internet. | | x | |
| - Provide  date of last disbursement and available balance in the Set Up portion of the system. | x | | |
| - Fix the "Call your Field Office, Grant and Activity balance problem," message. | | x | |
| - Fix  the text wrap problem on the C04MA04 screen. | | x | |
| - Fix the disappearance of Proposed Type Data on the C04MA04 screen. | | x | |
| - Provide the ability to amend a project in IDIS. | | x | |
| - Change the label on the C04MD02 Screen to reflect HUD Activity Number rather than Grantee Activity Number. | | x | |
| - Provide the capability to revise the Fund Type on a drawdown. | | x | |
| - Provide the capability to revise a  drawdown to change the subgrantee. | x | | |
| - Display the sum of line item totals on the C04MA08 screen. | | x | |
| - Provide the capability to modify a voucher prior to approval. | x | | |

| Priority IDIS Improvements Needed Per Participants Attending Most Recent IDIS Users Group Meeting | Under Consideration | Already Solved or Currently Being Solved | Solution Provided in This Newsletter |
|---|---|---|---|
| - Remove the page breaks between each project on the C0PR03 Report. | | x | |
| - Correct Program Ending Date field on the C04PR06 Report. | x | | |
| - Add Grantee Activity Number or Activity Name field to the Approve Drawdown screen. | | x | |
| - Allow for the approval of a single line item on the C04MD10 screen. | | x | |
| - Create a feature that will allow you to do a search on the HUD Activity Number, independent of Project Number. | x | | |
| - Provide an indicator on screens that will indicate that there is more data to scroll to (especially for Drawdown Approval screen). | | x | |

We know you've got questions about IDIS . . . and, the Users Group is here to answer them. This "Q & A" column is a regular feature of the **IDIS "LIVE"** newsletter. Your technical questions, such as "How do I . . .?" are answered here by CPD technical staff.

If we haven't addressed your question yet, write to us via regular mail, cc: Mail, or on the Internet. See the NewsFlash column for contact information. Or, better yet...come to the next scheduled IDIS Users Group meeting and have your question answered first-hand!

## Focus On SprintLink

*The month of March was filled with many grantees going "live" in IDIS for the first time. Consequently, the Hotline received a large volume of SprintLink-related questions. For this reason, this month's entire "Q & A" column is devoted to answering some of your most frequently asked questions (FAQs) about the SprintLink software.*

*Q. I am receiving an "invalid sign on attempt" error message indicating that my SprintLink ID and password are invalid. What do I do?*

*A.* First, check the region of IDIS that your pointer is set for in the Communications Set Up Window. If you have gone "live" in the system, your selection should be Production. If you are still practicing in IDIS, you should select Pre-Production. If you are still getting the error message, contact your CPD Field Representative, who has been given additional sets of IDs and passwords. If your local Rep is not available, call the CPD Hotline at (800) 273-2573; they can reassign a Sprint ID and password to you.

*Q. I'm having problems connecting with SprintLink. What should I do?*

*A.* This may be happening for several reasons. Here are a few things to look out for: Hitting the "Enter" key instead of the "Tab" key between fields; inputting the letter "O" in the ID or password field instead of the number "0" (zero) can also cause a problem. Also check the Communications Set Up Window for these settings:

Response Pause=60 Baud      Rate=9600 (to start with)
Stop Bits=7          Data Bits=1
Parity=even          Dialing attempts=2

If you continue to have problems connecting with SprintLink, contact the CPD Hotline at (800) 273-2573.

*Q. If a Grantee receives a "General Protection Fault" error when trying to access the SprintLink Software, what is the problem?*

*A.* This error is typically associated with the video driver --it needs to be changed. From the "Windows Setup" icon; select "Change System Settings"; then change

the display to "VGA (standard)"; click "OK" and exit.  If the system displays an option to use the currently installed driver or install a new one, select the currently installed driver option. From there, restart windows and resume your work with SprintLink.

**Q.** *Can I delete SprintLink 2.0 now that I have installed v. 2.0a?*

**A.** Yes, you may delete 2.0 once you install 2.0a, but be certain that version 2.0a is operational before deleting version 2.0.

## Step-by-Step "How To" Instructions
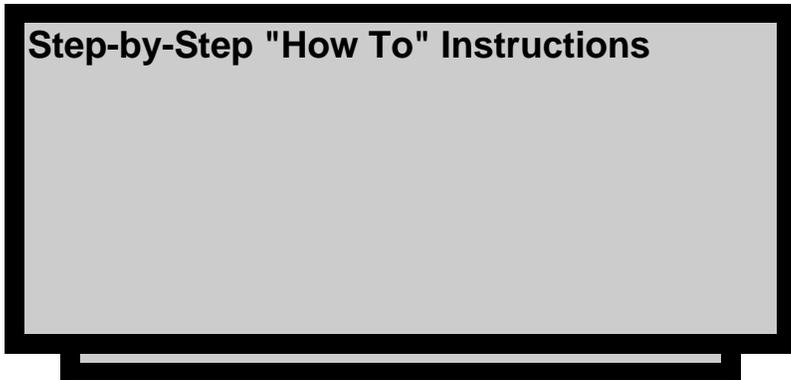
## *IDIS Web Page, A Valuable Resource for Grantees*

Did you know that IDIS is on the Internet? You may now retrieve all kinds of information pertaining to IDIS and the Users Group, including a Calendar of Events, which highlights future scheduled meeting dates and locations; SprintLink files which may be downloaded right to your computers; and the latest versions of the *IDIS Student Guide* and the *IDIS User Manual*.

New information is being added to this Web site weekly, and there is talk of adding a "chat room" feature in the near future, with topics scheduled

weekly for on-line discussion. It might also feature, a guest "expert," perhaps, to answer specific questions each week.  What do you think?

Please share your suggestions regarding other information you would like to see at this Web site with **Lincoln Burruss** via cc:Mail or telephone. As always, we appreciate your ideas!

Search on the addresses below for important IDIS documents and software . . .

## *IDIS User Group Location on the Internet*

| HUD WEB SITE TITLE and DESCRIPTION | HUD WEB SITE LOCATION |
|---|---|

HUD's Main Internet Home Page ......................................http://www.hud.gov/

HUD's Community/Business Partners Web Pagehttp://www.hud.gov/bushome.html

## Step-by-Step "How To" Instructions
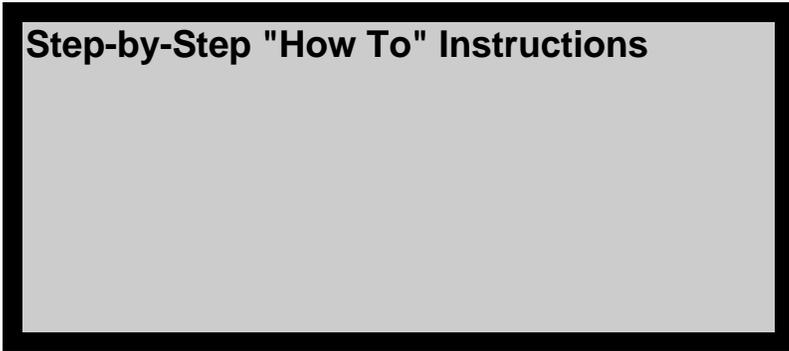
### *Performing the Print Screen Function*

Sometimes it is useful to have a hard copy of the exact screen you are viewing, whether it is for trouble-shooting purposes, or as a teaching tool. To perform this "Print Screen" function, first go to the screen you wish to print, and then press the <PRINT SCREEN> key, which is usually located to the right of the <F12> key and above the <INSERT> key in the top portion of most computer keyboards. A few moments after pressing the <PRINT SCREEN> key, the contents of the screen you are viewing will be sent to your designated printer's buffer (memory).

It is important to understand that, while the screen's contents have been sent to the printer's buffer, the printer may not print right away, since the screen contents may lack the necessary "trigger" mechanism that tells the printer to print. Consequently, the screen's contents will continue to sit in the buffer until some action is taken to trigger it to print. For most printers, that action includes the following: After pressing the <Print Screen> key, the buffer is loaded and the printer's "Online" and "Form Feed" indicator lights should light up. When this happens, press the "Online" button one time to take the printer off-line, then press the "Form Feed" button one time to clear the buffer, thereby triggering the page to print. Once the screen prints out, remember to press the "Online" button once again in order to put the printer back on-line.

There are commercial software packages available that make printing screens from a mainframe system an easy, one-step process. One of these packages is Print Screen 95 (version 4.0), by Super Simple Software. This package works with Windows 3.1 and Windows 95, and costs about $20. It may be ordered by calling (310) 839-9543.

### *Downloading IDIS Files from the Internet*

To download **IDIS***"LIVE"* newsletters, SprintLink files, the IDIS Student Guide, or IDIS User Manual-related files from the Internet, simply go

to the appropriate Web page (such as, the IDIS Users Group Web Page - http://www.hud.gov/cpd/ idisweb.html), and click once on the desired file for downloading.

Next, a "SAVE AS..." dialogue box will appear to allow you to indicate where you want to save the selected file. You may change the drive, directory, and/or the filename if necessary, and click the "OK" button to execute the file transfer (download). Provided that there are no transmission problems, the file you selected should be stored in the location you indicated.

Remember that files described as "self-extracting" must be executed before you can open the actual WordPerfect data file(s) stored within this compressed format. To execute a file, go into the Windows File Manager and double-click on the filename. For example, if you download the IDIS User Manual, version 2.11 (WordPerfect 6.0a), the downloaded filename is REL211W6.EXE. After executing this file, the following WordPerfect files will appear: I-REL-NA.397 (Release Notes) and UMC0397.WPD (User Manual).

# The F1 Column
**Helpful Hints & Short Cuts**
**To Keep You Moving Along in IDIS**

## IDIS Code Reference

*Here is a reference list of commonly used codes to help you navigate more quickly through IDIS:*

**Activity Status Code**
1   Canceled
2   Completed
3   Underway
4   Funds Budgeted

**Environmental Assessment Code**
A   Exempt
B   Categorically Excluded
C   Completed
D   Underway

**Fund Type**
AD Administration
CC .........................................
CL CHDO Loan
CO CHDO Operating
CR CHDO Reserve
EN Entitlement
MF Matching Funds
PI Program Income
SU Subgrant

**Proposed / Actual Accomplishment Measures**
01 People (General)
02 ........................................
03 Elderly
04 Households (General)
05 Large Households
06 Small Households
07 Elderly Households
08 Businesses
09 Organizations
10 Housing Units

11 Public Facilities
12 Feet of Public Utilities

**Sub-Recipient / Sponsor Types**
SUB   Subrecepient
CBD   CBDO (Community-based Housing Development .........................
HOP   HOPWA Provider
OTH   Other

**F Keys**
F1   Help in field where the cursor is (sometimes not available)
F2   View List (when available)
F3   Validate ... On reporting screens, moves cursor to required field
F4   Main Menu
F5   Project Info
F6   [Not Yet Available]
F7   Takes you to a previous screen (not necessarily the screen you were just in )
F8   Moves you forward without saving
F9   Saves your work; keeps cursor on surrent page; if necassary, moves the cursor to field where data entry is required.
F18   Used where a list cannot be completely displaye on a single screen; used to scroll down a list (e.g., drawdowns, projects) [Shift F6].
F17   Used to scroll up [Shift F5].

The following IDIS system enhancements and problem resolutions were released to the Production and Pre-production system environment as Version 2.12 on Monday, March 31, 1997; they became available on Tuesday, April 1, 1997:

1. **Screen Change:**
   A modification was made to the Activity Setup View screen C04MA54 to include the new accomplishment data entry fields previously added to C04MA04 for Proposed and Actual.

2. **Project Insert/Revise Capability:**
   The capability to revise projects in IDIS will be implemented. This is Part 2 of a three- part implementation. Grantees may revise projects that have been added in IDIS up to the point where they are marked as accepted in IDIS. Once accepted, the project can be amended but not revised.

3. **Subrecipient Help Screen:**
   A Help Screen for a Subgrantee list has been added to the C04MA03 screen, listing the grantee and subgrantees who have previously received subgrants. This help will soon be available in other applicable parts of IDIS.

4. **Grant Data Reconciliation Report:**
   A grant reconciliation report has been created. This report reconciles IDIS data to ensure that data errors are identified and corrected as soon as possible.

*(The following are system software and/or data fixes resulting from IDIS Problem Reports.)*

5. **Field Corrections:**
   Corrections were made to the Contract End Date and Race/Ethnicity fields on screen C04MH06 (HOME TBRA Benefit).

6. **Message Correction:**
   A correction was made to the cause of the "DD003E Project ID Not Valid" message, on screen C04MD02.

7. **Balance Reconciliation:**
   The grant balance reconciliation edit on C04MA08 -- which caused the messages, "Call Field Rep - Grant and Activity Balance Problem" and "Funds Short By..." -- have been relaxed.

8. **Wrap-Around Fixed and Numerical Data Field Enforced:**
   On screen C04MA04, the text wrap-around problem has been fixed, and an Accomplishment Data field has been activated to accept numerical entries.

9. **Correction to Display:**
   The drawdown subsystem problem of erroneous display of the truncated "D Drawdown Amount" error message has been fixed.

CPD has set up a series of hands-on mini workshops entitled, "Comprehensive Workshops for Local Grants Administration and Financial Management Personnel," for use by entitlement grantees on the IDIS System Each session is designed to acquaint participants with both the technical and functional aspects of the system, and to discuss the ways in which IDIS can enhance the management of community development projects and activities. These workshops are part of CPD's overall effort to provide the tools communities need to make the most of their revitalization efforts.

The workshop series consists of Worshops A and B. Workshop A will focus on grantees receiving CDBG funding only. Workshop B will be geared toward grantees receiving funds from multiple sources (e.g., CDBG, HOME, ESG, and/or HOPWA).

## Workshop Highlights:

Workshop A, for CDBG Grantees Only
*Issues: What is IDIS?, Setting Up and Revising Activities, Drawing Down Funds, How Data is Loaded and How to View It, and What to Do Back Home.*

Workshop B for Multiple Funded Grantees
*Issues: What is IDIS?, Setting Up and Revising Activities, Subgranting, Drawing*

*Down Funds, What HUD Loads in IDIS, What to Do Back Home.*

### Who should attend Workshop A?
Workshop A is for grantees from entitlement communities that receive CDBG funds only. Participants may include: Personnel who perform drawdown/activity/program setup or other data entry tasks; Grantee Systems Administrators; and any other grantee personnel with IDIS responsibilities. Participants must have basic understanding of personal computers.

### Who should attend Workshop B?
This session is prescribed for entitlement grantees from communities receiving funding from multiple CPD sources, including CDBG, HOME, HOPWA, and ESG. Participants may include: Management/Supervisors; Grantee IDIS System Administrators, and Local Financial/Accounting Representatives. Participants should be comfortable with using a personel computer, (Windows or DOS environment) and interfacing with a mainframe computer.

## Registration:

There is no registration fee. Space is limited to 50 persons per session. Obtain your registration

form by accessing the IDIS Users Group page on the Internet, and fax it to 202-289-8107, Attention: IDIS Training, c/o TONYA, Inc. Should you have a question, you may call Ms. Patricia St. Rose at 202-289-8100.

Below are dates and locations of scheduled training.

<u>Atlanta , GA</u>Workshop A: Session #1 and #2 -  April 14, 1997
                    Workshop B: April 16-18, 1997

<u>Dallas, TX</u>Workshop A: Session #1 - May 12, 1997
     Workshop A: Session #2 -  May 13, 1997
                    Workshop B: May 14-15, 1997

<u>Miami, FL</u>Workshop A - Session #1 -  June 23, 1997
   Workshop A - Session #2 -  June 24, 1997
                    Workshop B - June 25-26, 1997

<u>Los Angeles, CA</u>Workshop A - Session #1 -  July 21, 1997
   Workshop A - Session #2 -  July 22, 1997
                    Workshop B - July 23-24, 1997

# Chicago Meeting
# Friday, April 18, 1997

**Meeting Registration:** To attend this meeting, please call Sharon Lee-Thomas: 202-708-0614, x2985

**Field Office Contact:** Rochelle McKinney (312) 353-1696 x2725

**Meeting Location:**                MetCalf Building
77 West Jackson, 21st Floor, Chicago, IL  60604

**Directions to Meeting:**
From O'Hare Airport: Take 190/94 (Kennedy Expressway) heading Southeast, get off at Jackson East follow to Clark Street.

From Midway Airport: Cicero North to I-55 (Stevenson) take I-55 to 190/94 (sign will say Wisconsin) take that to the Chicago Loop (Jackson Street Exit) Jackson is a one way street going east. The MetCalf Building is at Clark and Jackson.

**Parking:**
There is a garage on Van Buren and Federal Place. The cost is approximately $14.00 per day.

**Hotels (within 3-5 blocks):** Palmer House (312) 726-7500
                Congress Hotel (312) 427-3800
                Midland Hotel (312) 332-1200
Chicago Hilton and Towers (312) 922-4400

**Airports:**
*O'Hare International Airport* is about 17-20 miles away from meeting site.
*Midway Airport* is 15-17 miles away from the meeting site.

**Ground Transportation from O'Hare:**
There is shuttle service from the O'Hare International to the hotels. Please check with the hotel for the price and frequency of service.

**Public Transportation:**
From O'Hare: Take the Blue Line CTA (Chicago Transit Authority) and get off at the Jackson Street stop. This will let you off at Jackson and Dearborn, walk one block west to the MetCalf Building.
From Midway: Take the Orange line from Midway and get off at the LaSalle stop. This will let you off at Lazily and Van Buren Streets. Walk one block north to Jackson and one block east to Clark to the MaetCalf Building. Amount of one way travel is $1.50

# Louisville Meeting
# Friday, May 16, 1997

**Meeting Registration:** To attend this meeting, please call Sharon Lee-Thomas: 202-708-0614, x2985

**Field Office Contact:** Barbara Cottrell, (502) 582-5251

**Meeting Location:**
        The Urban County Government Center
                1st Floor - Training Room
810 Barret Avenue, Louisville, Kentucky  40204

**Directions to Meeting:**
From Louisville Airport: Take I-65 North to Louisville, get off at the Broadway Exit, turn right (east) go 8 blocks, turn right (South) on Barret Street which is the first street after going under the railroad underpass. Turn right at first stop light into the Center.

From I-64: Take !-64 to the Ninth Street Exit, go South on Ninth Street to Braodway, turn left (East) on Braodway,

Go under the second overpass and turn
right on the first street (Barret
Street), Turn right at the first stop
light into the Center.

**Parking:** There is plenty of free parking at the Center.

**Hotels (within 5 blocks):** Holiday Inn (502) 582-2241
Brown Hotel (502) 583-1234

**Airport:**   Louisville International Airport

**Ground Transportation from Airport:**
There is shuttle service from the
airport to the hotels.  Please check
with the hotel for the price and
frequency of service.

**Upcoming News Items & Events**

## Mark Your Calendars!

The next IDIS meeting is scheduled for

**April 18th, in Chicago**

If you plan to attend, please call Sharon Lee-Thomas, 202-708-0614, x2985, to register. For detailed travel information, please see page 12.

## Future IDIS Users Group Meetings:

Here are the dates for future Users Group meetings. If you would like to attend, please call Sharon Lee-Thomas, 202-708-0614, x2985, to register.

May 16, 1997 -- Louisville, KY

June 20, 1997 -- Mt. Vernon, NY

July 18, 1997 -- Little Rock, AR

August 15, 1997 -- Milwaukee, WI

September 19, 1997 -- Portland, OR

October 17, 1997 -- Hartford, CT

November 21, 1997 -- Lee County, FL

## BBS Is "Out" -- The Internet Is "In"!

As of April 7th, the HUD BBS has been phased out. The Internet has taken its place as the medium for communication between CPD and grantees. Remember, if you do not have Internet access -- or the dollars to *get* access -- you may use HUD program administrative expense money to fund your connection to the Internet. To subscribe to the Internet, you will need to find a local or national Internet service provider. You will also need "search engine" software, such as *Netscape,* to navigate through the Internet.

## For More IDIS Information . . .

The IDIS Users Group wants to hear from you! If you have an idea, suggestion, or are interested in hosting a future Users Group meeting in your community, please contact . . .

* Lincoln Burruss at HUD CPD:

Telephone: 202-708-0790, x 4570

Internet: lincoln_burruss@hud.gov

Mail: HUD/CPD, Office of Executive Services

451 Seventh Street, SW
Rm 7226

Washington, D.C.   20410


\* For     technical    information,
contact the  CPD Hotline:

    1-800-273-2573.


# *Attendance Log*
*IDIS Users Group Meeting*


*Friday, March 21, 1997*                     *Wanamaker Building, Philadelphia, Pennsylvania*

|     | NAME (Please Print) | AGENCY or FIELD OFFICE | USE of IDIS (e.g., CDBG, HOME, ESG, HOPWA) | TELEPHONE and E-MAIL ADDRESS |
|-----|---------------------|------------------------|--------------------------------------------|------------------------------|
| 1.  | Linda Aebli | Scranton, PA | HOME | 717-348-4270 |
| 2.  | Cathy Angelo | Warren, OH | CDBG/HOME | 330-841-2595 |
| 3.  | Sheila Antezak | Bayonne, NJ | CDBG | 201-858-6120 |
| 4.  | Fran Aring | City of Milwaukee, WI | CDBG/HOME/ESG | 414-286-2337, FARING@CI.MIL.WI.US |
| 5.  | Ed Atencio | HUD Denver | All | 303-672-5414 |
| 6.  | Diane Banks | Harrisburg, PA | CDBG/HOME/ESG | 717-255-6480 |
| 7.  | Cheryl Bartow | Morris County, NJ | CDBG/HOME/ESG | 201-285-6033 |
| 8.  | Denise Beigbeder | Ramsey County, MN | CDBG/HOME | 612-266-8005 |
| 9.  | Pat Bokovitz | Chester County, PA | CDBG/HOME/ESG | 610-344-6770 |
| 10. | Xiaomin Cai | Delaware County, PA | CDBG/HOME/ESG | 610-891-5131, xcai@dea.net |
| 11. | Anthony Calvello | Luzerne County, PA | CDBG/HOME/ESG | 717-824-7214 |
| 12. | Carol Catania | Delaware County, PA | HOME | 610-891-5220 |
| 13. | Jayne Clark | HUD Philadelphia | | 215-656-0631 x3219 |
| 14. | Bill Cmorey | Bensalem Twnshp, PA | CDBG | 215-345-3842 |
| 15. | Dave Collins | Bucks County, PA | HOME | 215-345-3842 |

| | NAME (Please Print) | AGENCY or FIELD OFFICE | USE of IDIS (e.g., CDBG, HOME, ESG, HOPWA) | TELEPHONE and E-MAIL ADDRESS |
|---|---|---|---|---|
| 16. | Ben Cook | HUD Louisville | | 502-582-6142 |
| 17. | Rocky Crisonino | Bayonne, NJ | CDBG | 201-858-6086 |
| 18. | K. DiPietro | Chester, PA | CDBG/HOME/HOPWA | 610-447-7855 |
| 19. | Diane Dougherty | Scranton, PA | CDBG | 717-348-4273 |
| 20. | A.J. Evans | HUD Newark | | 201-622-7900 x3333 |
| 21. | Karen Ferguson | Somerset County, NJ | CDBG/HOME | 908-231-7671 |
| 22. | Robin Florio | Toms River, NJ | CDBG/HOME/ESG | 908-929-2054 |
| 23. | Bill Fritsch | Monroe County, NJ | CDBG/HOME/ESG | 716-428-2484 |
| 24. | Jan Gilhooley | Scranton, PA | CDBG | 717-348-4216 |
| 25. | Linda Gillespie | Waukegan,IL | CDBG | 847-599-2533 |
| 26. | Pam Griner | Bridgeton, NJ | CDBG/HOME | 609-455-3230 x217, HokieNJ6@aol.com |
| 27. | J. Hartman | Clifton, NJ | CDBG | 201-778-0733 |
| 28. | Amy Heller | Brigeton, NJ | CDBG/HOME | 609-455-3230 x216 |
| 29. | Cathy Hilshire | Luzerne County, PA | CDBG/HOME/ESG | 717-255-6480 |
| 30. | Dave Jords | Hazelton, PA | CDBG | MLPhilly@ix.net.com |
| 31. | Tom Kane | Scranton, PA | HOME | 717-348-4168 |
| 32. | Wendy Kemball | Fredricksburg, VA | CDBG | 540-372-1179 |
| 33. | Paul Lehman | Delaware County, PA | CDBG/HOME/ESG | 610-891-5429 |
| 34. | Christopher McDonnell | HUD Philadelphia | | 215-656-0626 x3213 |
| 35. | Barb McLaughlin | Philadelphia, PA | CDBG/ESG | 610-734-7608, bebmclaugh@aol.com |
| 36. | Sheryl Murray | HUD Newark | | 201-622-7900 x3302 |
| 37. | Joe Mustico | Rochester, NY | CDBG/HOME/ESG | 716-428-7488 |
| 38. | Mark Perez | Warren, OH | CDBG/HOME | 330-841-2595 |
| 39. | Ken Pick | Berks County, PA | CDBG/HOME/ESG | |
| 40. | Margi Quinn | Scranton, PA | CDBG | 717-348-4227 |
| 41. | Chris Rafferty | York County, PA | CDBG/HOME/ESG | 717-771-9870 |
| 42. | David Robinson | Lake County, IIL | CDBG/HOME/ESG | 847-360-6372, drobinson@co.lake.il.us |

| | NAME (Please Print) | AGENCY or FIELD OFFICE | USE of IDIS (e.g., CDBG, HOME, ESG, HOPWA) | TELEPHONE and E-MAIL ADDRESS |
|---|---|---|---|---|
| 43. | John Sargenti | Bergen County, NJ | CDBG/ESG/HOME | 201-646-3139 |
| 44. | Camella Sciglilano | Bergen County, PA | CDBG/HOME/ESG | 201-646-3135 |
| 45. | Richard Sereni | Hamilton Twp, NJ | CDBG | 609-890-3689 |
| 46. | Sue Shackelford | HUD Philadelphia | | 215-656-0626 x3209 |
| 47. | Ron Shisser | Hazelton, PA | CDBG | 717-459-4965 |
| 48. | Angela Smith | Harrisburg, PA | CDBG/HOME | 717-255-6428 |
| 49. | Kevin Snitcher | Philadelphia, PA | All | 215-686-9735 |
| 50. | Gwendolyn Starnes | Morris County, NJ | CDBG/HOME/ESG | 201-285-6034 |
| 51. | David Thomas | Philadelphia, PA | All | 215-686-9703 |
| 52. | Pat Tullis | Bridgeton, NJ | CDBG/HOME | (609)455-3230 x217, hokiennj6@aol.com |
| 53. | Wilma Wheten | Rochester, NY | CDBG/HOME/ESG | 716-428-7488, wwheten@mds.rochester.lib.ny.as |
| 54. | Diane White | Carlilse, PA | CDBG | 717-249-1315 |
| 55. | Annette William | Hazelton, PA | CDBG | 717-459-4965 |
| 56. | Steven Wilson | Millville, NJ | CDBG | 609-293-1390 |
| 57. | David Yochum | Saint Louis, MO | All | 314-589-6123 |
| 58. | Karen Zemlansky | Hamilton, NJ | CDBG | 609-890-3675 |