

## Homes & Communities

U.S. Department of Housing and Urban Development

### Community Planning and Development

#### IDIS

- Log on to IDIS
- Getting Started
- Training
- Reporting and Guidance
- Library



## Community Planning & Development

# IDIS Login (UAT)

Please enter your Username (C\*\*\*\*\*, B\*\*\*\*\* or H\*\*\*\*\*) and Password to log in.

Username:

Password:

Login

If your account is locked out, please call the IDIS Help Desk at **1-877-483-8282** for a password reset.



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U.S. Department of Housing and Urban Development  
451 7th Street S.W., Washington, DC 20410  
Telephone: (202) 708-1112 TTY: (202) 708-1455  
[Find the address of a HUD office near you](#)

Community Development Systems  
Integrated Disbursement & Information System (IDIS) UAT CDS

User ID: H19720 User Role: Grantee	<a href="#">Projects/Activities</a>	<a href="#">Funding/Drawdown</a>	<a href="#">Grant</a>	<a href="#">Grantee/PJ</a>	<a href="#">Admin</a>	<a href="#">Reports</a>
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**Organization:**  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY

- [Logout](#)

## Welcome to the Integrated Disbursement and Information System

**IDIS News**  
**09/23/2009**  
[IDIS password resets: 1-888-297-8689](#)

**Warning!** Misuse of Federal Information at this Web site falls under the provisions of Title 18, United States Code, section 1030. This law specifies penalties for exceeding authorized access, alteration, damage, or destruction of information residing on Federal computers.

**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.

Content updated Nov 14, 2008

U.S. Department of Housing and Urban Development  
451 7th Street S.W., Washington, DC 20410  
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- Utilities**
- [Home](#)
  - [Data Downloads](#)
  - [Print Page](#)
  - [Help](#)

- Links**
- [PDF Viewer](#)
  - [Support](#)
  - [CPD Home](#)
  - [RAMPS](#)
  - [HUD Home](#)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Community Development Systems  
Integrated Disbursement & Information System (IDIS) UAT

IDIS version 11.0.3.5\_4930 (t219)

User ID: H19720  
User Role: Grantee  
  
Organization:  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY  
  
- Logout

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

Activity

Add Activity

Save | Cancel

Activity  
- Add  
- Search

Project  
- Add  
- Search  
- Copy

Utilities  
- Home  
- Data Downloads  
- Print Page  
- Help

Links  
- PDF Viewer  
- Support  
- CPD Home  
- RAMPS  
- HUD Home

\*Indicates Required Field

\*Activity Owner:  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN Refresh Project List

Grantee/PJ Activity ID:

\*Program Year:  
Select

\*Indicate if activity will be funded with Recovery Grant Funds:(tip)  
 Yes  No

\*IDIS Project ID/Project Title:  
Select

\*Activity Name:

Activity

Program	*Activity Category	Ready to Fund	Setup Detail
HOME	None	No	Add HOME

\*Environmental Assessment:

Allow Another Organization to Access this Activity: (tip)

Community Development Systems Integrated Disbursement & Information System (IDIS) UAT CDS

User ID: H19720 User Role: Grantee

**Organization:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY

**Activity**

**Edit Activity**

- The changes to the activity have been saved.

|

**Activity**

- [Add](#)
- [Search](#)

**Project**

- [Add](#)
- [Search](#)
- [Copy](#)

**Utilities**

- [Home](#)
- [Data Downloads](#)
- [Print Page](#)
- [Help](#)

**Links**

- [PDF Viewer](#)
- [Support](#)
- [CPD Home](#)
- [RAMPS](#)
- [HUD Home](#)

**\*Indicates Required Field**

**Activity Owner:** INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**IDIS Activity ID:** 6

**\*Program Year:** 2009

**\*IDIS Project ID/Project Title:** 1/TAX CREDIT ASSISTANCE PROGRAM (2009)

**\*Activity Name:** Market Square Apartments

**Activity Status:** Open

**Completion Date:**  Select Date (ex: mm/dd/yyyy)

**Grantee/PJ Activity ID:** 12345

**Initial Funding Date:**

**\*Indicate if activity will be funded with Recovery Grant Funds:(tip)**  
 Yes  No

Program	*Activity Category (tip)	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
---------	--------------------------	---------------	--------	--------------	----------------	------------------

- Home
- Data Downloads
- Print Page
- Help

- Links
- PDF Viewer
  - Support
  - CPD Home
  - RAMPS
  - HUD Home

**\*IDIS Project ID/Project Title:** 12345  
1/TAX CREDIT ASSISTANCE PROGRAM (2009) ▾

**\*Activity Name:** Market Square Apartments

**Initial Funding Date:**

**\*Indicate if activity will be funded with Recovery Grant Funds:(tip)**  
 Yes  No

**Activity**

Program	*Activity Category (tip)	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	None	No	No			
ESG	None	No	No			
HOME	Rental ▾	No	No	Add HOME	Add HOME Accomp.	
HOPWA	None	No	No			

**\*Environmental Assessment:** COMPLETED ▾

**Allow Another Organization to Access this Activity (tip)**  
Select Organization

**Activity Description:**  
5 units of affordable rental housing at 123 Main Street.

Save | Cancel

Windows Internet Explorer  
 https://www5.hud.gov/idis/activity2.do  
 File Edit View Favorites Tools Help  
 HOME Investment Partnershi... Google Reader (3) IDIS  
 Links

---

**User Role:** Grantee

**Organization:**  
 INDIANA HOUSING  
 AND COMMUNITY  
 DEVELOPMENT  
 AUTHORITY

- [Logout](#)

## Activity

### Add HOME Setup Detail (Page 1)

#### Rental

---

Save | Save and Continue | Cancel

---

**\* Indicates Required Field**

<b>Grantee/PJ Activity ID:</b> 12345	<b>Activity Name:</b> Market Square Apartments	<b>Program Year/Project ID:</b> 2009/1
<b>IDIS Activity ID:</b> 6	<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY	<b>Project Title:</b> TAX CREDIT ASSISTANCE PROGRAM

---

**CHDO Questions**

**Will the activity be funded with CHDO Reserve (CR)?**

Yes  No

**CHDO Acting As:** Select

**Will initial funding be a CHDO site control and/or seed money loan?**

Yes  No

---

Save | Save and Continue | Cancel

**Activity**

- [Add](#)

- [Search](#)

**Project**

- [Add](#)

- [Search](#)

- [Copy](#)

**Utilities**

- [Home](#)

- [Data Downloads](#)

- [Print Page](#)

- [Help \(Add\)](#)

- [Help \(Edit\)](#)

**Links**

- [PDF Viewer](#)

- [Support](#)

- [CPD Home](#)

- [RAMPS](#)

- [HUD Home](#)

Community Development Systems Integrated Disbursement & Information System (IDIS) UAT

User ID: H19720  
User Role: Grantee

Organization: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY

- Logout

**Projects/Activities** | Funding/Drawdown | Grant | Grantee/PJ | Admin | Reports

Activity

Edit Activity

- HOME setup has been saved

Save | Cancel

**Activity**  
- Add  
- Search

**Project**  
- Add  
- Search  
- Copy

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

**Links**  
- PDF Viewer  
- Support  
- CPD Home  
- RAMPS  
- HUD Home

\*Indicates Required Field

Activity Owner: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

IDIS Activity ID: 6

\*Program Year: 2009

\*IDIS Project ID/Project Title: 1/TAX CREDIT ASSISTANCE PROGRAM (2009)

\*Activity Name: Market Square Apartments

Activity Status: Open

Completion Date: Select Date (ex: mm/dd/yyyy)

Grantee/PJ Activity ID: 12345

Initial Funding Date:

\*Indicate if activity will be funded with Recovery Grant Funds: (tip) Yes No

Activity

Program	*Activity Category (tip)	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
---------	--------------------------	---------------	--------	--------------	----------------	------------------

Windows Internet Explorer  
 https://www5.hud.gov/idis/homeActivityCat1.do

HOME Investment Partnershi... Google Reader (3) IDIS

Home  
 - Data Downloads  
 - Print Page  
 - Help

Links  
 - PDF Viewer  
 - Support  
 - CPD Home  
 - RAMPS  
 - HUD Home

**\*IDIS Project ID/Project Title:** 12345  
 1/TAX CREDIT ASSISTANCE PROGRAM (2009)

**\*Activity Name:** Market Square Apartments

**Initial Funding Date:**

**\*Indicate if activity will be funded with Recovery Grant Funds:(tip)**  
 Yes  No

**Activity**

Program	*Activity Category (tip)	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
CDBG	None	No	No			
ESG	None	No	No			
HOME	Rental	No	No	Edit HOME	Add HOME Accomp.	
HOPWA	None	No	No			

**\*Environmental Assessment:** COMPLETED

**Allow Another Organization to Access this Activity (tip)**  
 Select Organization

**Activity Description:**  
 5 units of affordable rental housing at 123 Main Street.

Save | Cancel

Done Trusted sites 100%



Windows Internet Explorer  
 https://www5.hud.gov/idis/activity2.do  
 File Edit View Favorites Tools Help  
 HOME Investment Partnershi... Google Reader (3) IDIS  
 IDIS version 11.0.3.5\_4930 (t219)

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
 Community Development Systems 219  
 Integrated Disbursement & Information System (IDIS) UAT CDS

**User ID:** H19720  
**User Role:** Grantee

**Organization:**  
 INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY  
[Logout](#)

**Activity**  
[Add](#)  
[Search](#)

**Project**  
[Add](#)  
[Search](#)  
[Copy](#)

**Utilities**  
[Home](#)  
[Data Downloads](#)  
[Print Page](#)  
[Help \(Add\)](#)  
[Help \(Edit\)](#)

**Links**  
[PDF Viewer](#)  
[Support](#)  
[CPD Home](#)  
[RAMPS](#)  
[HUD Home](#)

**Projects/Activities** | **Funding/Drawdown** | **Grant** | **Grantee/PJ** | **Admin** | **Reports**

**Activity**  
 Edit HOME Setup Detail (Page 2)  
 Rental

Update/Review CHDO Info | Save | Save and Continue | Cancel

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> 12345	<b>Activity Name:</b> Market Square Apartments	<b>Program Year/Project ID:</b> 2009/1
<b>IDIS Activity ID:</b> 6	<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY	<b>Project Title:</b> TAX CREDIT ASSISTANCE PROGRAM

**Activity Address:**  
 123 Main Street  
 Indianapolis, IN 65500 -0000

**Performance Objective:**  
 Provide decent affordable housing

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

**Performance Outcome:**  
 Affordability

**Special Characteristics**  
 (Check any that apply to the location of this activity)

Done Trusted sites 100%

Windows Internet Explorer window showing a form for activity setup. The browser address bar displays <https://www5.hud.gov/idis/activity2.do>. The page title is "IDIS - Windows Internet Explorer".

**Special Characteristics**  
(Check any that apply to the location of this activity)

- CDBG Strategy Area
- Local Target Area
- Presidentially Declared Major Disaster Area
- Historic Preservation Area
- Brownfield Redevelopment Area
- Conversion from Non-Residential to Residential Use

**\*Setup Activity Type:** New Construction Only

**\*FTE Jobs Created/Retained:** 50

**Multi-Address:**  Yes  No

**Loan Guarantee:**  Yes  No

**Activity Address**

**\*Address Line 1:** 123 Main Street

**\*City:** Indianapolis

**Address Line 2:**

**\*State:** Indiana

**\*Zip Code:** 65500 + 0000

**Address Line 3:**

**\*County:** FLOYD (043) Refresh County Code

**Activity Estimates**

**\*Estimated HOME Units:** 5

**\*Estimated HOME Cost:** \$ 500,000

Update/Review CHDO Info | Save | Save and Continue | Cancel

Windows taskbar shows: start, Microsoft Office Com..., 3 Microsoft Office O..., IDIS - Windows Inter..., Windows Media Player, OMB request TCAP I..., 9:54 AM

Windows Internet Explorer  
 https://www5.hud.gov/idis/homeActivityCat1.do

File Edit View Favorites Tools Help

HOME Investment Partnershi... Google Reader (3) IDIS

**User Role:** Grantee

**Organization:**  
 INDIANA HOUSING  
 AND COMMUNITY  
 DEVELOPMENT  
 AUTHORITY

- [Logout](#)

**Activity**

**Edit HOME Setup Detail (Page 3)**

**Rental**

- HOME setup has been saved

Save and Previous Page | Save | Cancel

**\* Indicates Required Field**

<b>Grantee/PJ Activity ID:</b> 12345	<b>Activity Name:</b> Market Square Apartments	<b>Program Year/Project ID:</b> 2009/1
<b>IDIS Activity ID:</b> 6	<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY	<b>Project Title:</b> TAX CREDIT ASSISTANCE PROGRAM

**Activity Address:**  
 123 Main Street  
 Indianapolis, IN 65500 -0000

**\*Property Owned by:**  
 Corporation

**Property Owner Name**

**First Name:** Indiana Housing Inc. **Middle Initial:**  **Last Name:**

**Property Owner Address**

**\*Address Line 1:**  **\*City:**

Done Trusted sites 100%

**User Role:** Grantee

**Organization:**  
 INDIANA HOUSING  
 AND COMMUNITY  
 DEVELOPMENT  
 AUTHORITY

- [Logout](#)

**Activity**

- [Add](#)

- [Search](#)

**Project**

- [Add](#)

- [Search](#)

- [Copy](#)

**Utilities**

- [Home](#)

- [Data Downloads](#)

- [Print Page](#)

- [Help \(Add\)](#)

- [Help \(Edit\)](#)

**Links**

- [PDF Viewer](#)

- [Support](#)

- [CPD Home](#)

- [RAMPS](#)

- [HUD Home](#)

<b>Grantee/PJ Activity ID:</b> 12345	<b>Activity Name:</b> Market Square Apartments	<b>Program Year/Project ID:</b> 2009/1
<b>IDIS Activity ID:</b> 6	<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY	<b>Project Title:</b> TAX CREDIT ASSISTANCE PROGRAM

**Activity Address:**  
 123 Main Street  
 Indianapolis, IN 65500 -0000

**\*Property Owned by:**  
 Corporation

**Property Owner Name**

**First Name:**  **Middle Initial:**  **Last Name:**

**Property Owner Address**

**\*Address Line 1:**  **\*City:**

Windows Internet Explorer window showing the IDIS website. The address bar displays <https://www5.hud.gov/idis/homeActivityCat1.do>. The page content includes:

- IDIS Activity ID:** 6
- Activity Owner:** INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY
- Project Title:** TAX CREDIT ASSISTANCE PROGRAM
- Activity Address:** 123 Main Street, Indianapolis, IN 65500 -0000
- \*Property Owned by:** Corporation
- Property Owner Name:** First Name: Indiana Housing Inc., Middle Initial: [empty], Last Name: [empty]
- Property Owner Address:**
  - \*Address Line 1: 456 Central Ave.
  - \*City: Indianapolis
  - Address Line 2: [empty]
  - \*State: Indiana
  - \*Zip Code: 66550 + 0000
  - Address Line 3: [empty]

Navigation buttons at the bottom: Save and Previous Page | Save | Cancel

Windows taskbar at the bottom shows the Start button, system tray, and open applications: Microsoft Office Com..., 3 Microsoft Office O..., IDIS - Windows Inter..., Windows Media Player, OMB request TCAP I... The system clock shows 9:59 AM.

**Organization:**  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY  
  
- [Logout](#)

**Activity Funding**  
- [Search](#)

**Drawdown**  
- [Create Voucher](#)  
- [Search Voucher](#)  
- [Approve Voucher](#)

**Receipt**  
- [Add](#)  
- [Search](#)  
- [Search Accounts](#)

**Utilities**  
- [Home](#)  
- [Data Downloads](#)  
- [Print Page](#)  
- [Help](#)

**Links**  
- [PDF Viewer](#)

### Activity Funding

#### Search for Activities to Fund

**Search Criteria**

<b>Program:</b> HOME	<b>IDIS Project ID:</b> <input type="text"/>	<b>Activity Status:</b> Open
<b>Activity Name:</b> <input type="text"/>	<b>IDIS Activity ID:</b> 6	<b>*Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN
<b>Program Year:</b> 2009	<b>Grantee/PJ Activity ID:</b> <input type="text"/>	

|

Organization: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY - Logout

Activity Funding - Search

Drawdown - Create Voucher - Search Voucher - Approve Voucher

Receipt - Add - Search - Search Accounts

Utilities - Home - Data Downloads - Print Page - Help

Links - PDF Viewer

Activity Funding

Search for Activities to Fund

Search Criteria: Program: HOME, IDIS Project ID: [input], Activity Status: Open, Activity Name: [input], IDIS Activity ID: 6, \*Activity Owner: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN, Program Year: 2009, Grantee/PJ Activity ID: [input], Search, Reset

Results Page 1 of 1

Table with 7 columns: Activity Name, Program Year/IDIS Project ID, IDIS Activity ID, Grantee/PJ Activity ID, Activity Status, Activity Owner, Action. Row 1: Market Square Apartments, 2009/1, 6, 12345, Open, INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN, Add-Edit

**User Role:** Grantee

**Organization:**  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY

- [Logout](#)

## Activity Funding

### Edit Activity Funding

[Return to Search for Activities to Fund](#)

**Activity Funding**  
- [Search](#)

**\*Indicates Required Field**

<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	<b>Program Year/Project:</b> 2009/1
<b>IDIS Activity ID:</b> 6	<b>Total Funded:</b> \$0.00
<b>Activity Name:</b> Market Square Apartments	<b>Total Drawn:</b> \$0.00

**Drawdown**  
- [Create Voucher](#)  
- [Search Voucher](#)  
- [Approve Voucher](#)

**Receipt**  
- [Add](#)  
- [Search](#)  
- [Search Accounts](#)

**Funding Sources**

**Recipient Name:**  **Program:**  **Fund Type:**

|

**Utilities**  
- [Home](#)  
- [Data Downloads](#)  
- [Print Page](#)  
- [Help](#)

**Available Funds**

Recipient Name	Program	Fund Type	Source Name	Source Type	Available for Funding	Funded Amount	Drawn Amount	Action
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	HOME	EN	HUD	ES	\$37,048,333.00	\$0.00	\$0.00	<a href="#">Add-Edit</a>   <a href="#">View</a>

[Return to Search for Activities to Fund](#)

**Links**  
- [PDF Viewer](#)  
- [Support](#)  
- [CPD Home](#)  
- [RAMPS](#)  
- [HUD Home](#)

**Organization:**  
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AND COMMUNITY  
DEVELOPMENT  
AUTHORITY

- [Logout](#)

**Activity Funding**  
- [Search](#)

**Drawdown**  
- [Create Voucher](#)  
- [Search Voucher](#)  
- [Approve Voucher](#)

**Receipt**  
- [Add](#)  
- [Search](#)  
- [Search Accounts](#)

**Utilities**  
- [Home](#)  
- [Data Downloads](#)  
- [Print Page](#)  
- [Help](#)

**Links**  
- [PDF Viewer](#)

### Activity Funding

#### HOME/TCAP Activity Funding Certification

By requesting the disbursement of Federal funds, the representative of the Participating Jurisdiction [or Tax Credit Assistance Program (TCAP) grantee, as applicable] using this system certifies that he/she is authorized to execute the certifications set forth herein, and, on behalf of the Participating Jurisdiction or TCAP grantee, further certifies that, in accordance with the requirements in 24 CFR Part 92 [or Notice 09-03-Rev "Implementation of the Tax Credit Assistance Program (TCAP)", as applicable]:

- (i) the Participating Jurisdiction or TCAP grantee has fully executed a written agreement that meets the requirements of the regulations applicable to the IDIS activity for which the funds are to be used;
- (ii) the IDIS activity for which the funds are to be used meets the definition of a commitment and the requirements of the definition of a commitment pursuant to the regulations applicable to the IDIS activity;
- (iii) the Participating Jurisdiction or TCAP grantee has not drawn and will not draw funds for the IDIS activity unless it has fully executed a written agreement committing the funds; and
- (iv) all of the statements and claims made herein are true and correct. Pursuant to 18 USC § 1001, 31 USC § 3729, et seq., and 24 CFR Part 28, false or fraudulent statements or claims are subject to up to 5 years imprisonment and civil penalties up to \$10,000 plus up to 3 times the amount of damages sustained by the Government for each fraudulent act committed.



**User Role:** Grantee

**Organization:**  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY

- [Logout](#)

## Activity Funding

### Add-Edit Funding Line Item

- Recovery activities should be funded solely from recovery grants.
- Recovery grants should be used solely for recovery activities.
- Recovery grants have a Source Type to include a "Y" or "ES".

**Activity Funding**

- [Search](#)

[Return to Add-Edit Funding](#)

**Drawdown**

- [Create Voucher](#)

- [Search Voucher](#)

- [Approve Voucher](#)

**Activity Owner:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**IDIS Activity ID:**  
6

**Program Year/Project:**  
2009/1

**Total Funded:**  
\$0.00

**Receipt**

- [Add](#)

- [Search](#)

- [Search Accounts](#)

**Activity Name:**  
Market Square Apartments

**Total Drawn:**  
\$0.00

**Utilities**

- [Home](#)

- [Data Downloads](#)

- [Print Page](#)

- [Help](#)

#### Funding Source

Program	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Drawn Amount	Funded Amount
HOME	EN	HUD	ES	INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	\$37,048,333.00	\$0.00	\$0.00

#### Current Funding for This Source

Grant Year (tip)	Funded Amount	Drawn Amount
2009	\$ 500000	\$0.00

[Add Grant Year](#) | [Save](#) | [Cancel](#)

**Links**

- [PDF Viewer](#)

- [Support](#)

- [CPD Home](#)

- [RAMPS](#)

- [HUD Home](#)

**User Role:** Grantee  
**Organization:**  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY  
[Logout](#)

## Activity Funding

### Add-Edit Funding Line Item

- Activity funded successfully.

[Return to Add-Edit Funding](#)

**Activity Funding**  
[Search](#)

**Drawdown**  
[Create Voucher](#)  
[Search Voucher](#)  
[Approve Voucher](#)

**Receipt**  
[Add](#)  
[Search](#)  
[Search Accounts](#)

**Utilities**  
[Home](#)  
[Data Downloads](#)  
[Print Page](#)  
[Help](#)

**Links**  
[PDF Viewer](#)  
[Support](#)  
[CPD Home](#)  
[RAMPS](#)  
[HUD Home](#)

**Activity Owner:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Program Year/Project:**  
2009/1

**IDIS Activity ID:**  
6

**Total Funded:**  
\$500,000.00

**Activity Name:**  
Market Square Apartments

**Total Drawn:**  
\$0.00

#### Funding Source

Program	Fund Type	Source Name	Source Type	Recipient Name	Available for Funding	Drawn Amount	Funded Amount
HOME	EN	HUD	ES	INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	\$36,548,333.00	\$0.00	\$500,000.00

#### Current Funding for This Source

Grant Year (tip)	Funded Amount	Drawn Amount
2009	\$ 500,000.00	\$0.00

[Add Grant Year](#) | [Save](#) | [Cancel](#)

[Return to Add-Edit Funding](#)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Community Development Systems  
Integrated Disbursement & Information System (IDIS) **UAT**  
IDIS version 11.0.3.5\_4930 (t219)

User ID: H19720  
User Role: Grantee  
  
Organization:  
INDIANA HOUSING  
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DEVELOPMENT  
AUTHORITY  
  
- [Logout](#)

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

**Drawdown**  
Create Voucher - Page 1 of 4 (Select Activities)

**Activity Funding**  
- [Search](#)

\* Indicates Required Field  
\* Voucher Created For: (tip) INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN  
Requested LOCCS Submission Date: (tip)  [Select Date](#)  
(mm/dd/yyyy)

**Drawdown**  
- [Create Voucher](#)  
- [Search Voucher](#)  
- [Approve Voucher](#)

\* Activity Owner: (tip) INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Receipt**  
- [Add](#)  
- [Search](#)  
- [Search Accounts](#)

\* IDIS Activity ID

6											

|

**Utilities**  
- [Home](#)  
- [Data Downloads](#)  
- [Print Page](#)  
- [Help](#)

**Links**  
- [PDF Viewer](#)

**User Role:** Grantee

**Organization:**  
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DEVELOPMENT  
AUTHORITY

- [Logout](#)

**Activity Funding**  
- [Search](#)

**Drawdown**  
- [Create Voucher](#)  
- [Search Voucher](#)  
- [Approve Voucher](#)

**Receipt**  
- [Add](#)  
- [Search](#)  
- [Search Accounts](#)

**Utilities**  
- [Home](#)  
- [Data Downloads](#)  
- [Print Page](#)  
- [Help](#)

**Links**  
- [PDF Viewer](#)  
- [Support](#)  
- [CPD Home](#)  
- [RAMPS](#)  
- [HUD Home](#)

## Drawdown

### Create Voucher - Page 2 of 4 (Drawdown Amounts)

[Return to Select Activities](#) | [Confirm Voucher](#) | [Cancel Voucher](#)

**Activity 1 of 1**

**IDIS Activity ID:**  
6

**Activity Name:**  
Market Square Apartments

**Voucher Created For:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Grantee/PJ Activity ID:**  
12345

**Activity Owner:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Available Drawdown Amounts for This Activity**

Recipient Name	Program	Fund Type	Source Name	Source Type	Prior Year	Funded Amount	Available to Draw	Drawdown Amount
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	HOME	EN	HUD	ES	N/A	\$500,000.00	\$500,000.00	\$ 500000

[Previous Activity](#) | [Next Activity](#)

**Progress by Activity ID**

Entered:  
Not Entered: 6 (#1)  
Invalid:

[Return to Select Activities](#) | [Confirm Voucher](#) | [Cancel Voucher](#)

- AND COMMUNITY DEVELOPMENT AUTHORITY
- [Logout](#)
- Activity Funding**
- [Search](#)
- Drawdown**
- [Create Voucher](#)
- [Search Voucher](#)
- [Approve Voucher](#)
- Receipt**
- [Add](#)
- [Search](#)
- [Search Accounts](#)
- Utilities**
- [Home](#)
- [Data Downloads](#)
- [Print Page](#)
- [Help](#)
- Links**
- [PDF Viewer](#)
- [Support](#)
- [CPD Home](#)
- [RAMPS](#)
- [HUD Home](#)

**Create Voucher - Page 3 of 5 (HOME/TCAP Certification)**

**HOME/TCAP Drawdown Certification**

By requesting the disbursement of Federal funds, the representative of the HOME Participating Jurisdiction [or Tax Credit Assistance Program (TCAP) grantee, as applicable] using this system certifies that he/she is authorized to execute the certifications set forth herein, and, on behalf of the Participating Jurisdiction or TCAP grantee, further certifies that, in accordance with HUD's regulations at 24 CFR Part 92 [or Notice 09-03-Rev "Implementation of the Tax Credit Assistance Program (TCAP)", as applicable]:

- (i) the Participating Jurisdiction or TCAP grantee has no funds in its HOME Investment Trust Fund local account or TCAP local account that constitute program income;
- (ii) the Participating Jurisdiction or TCAP grantee has not drawn and will not draw HOME Investment Partnerships Program funds or TCAP funds until after all program income has been expended;
- (iii) the Participating Jurisdiction or TCAP grantee has complied with and will comply with all of the financial reporting responsibilities required by HUD's regulations and the applicable uniform administrative requirements at 24 CFR Part 85;
- (iv) the Participating Jurisdiction or TCAP grantee has not drawn and will not draw funds from its HOME Investment Trust Fund or TCAP Treasury Account that exceed its remaining line of credit;
- (v) the funds that the Participating Jurisdiction has drawn and will draw shall be used pursuant to the Participating Jurisdiction's approved housing strategy and shall be used in compliance with all requirements of the HOME Investment Partnerships Act, 42 U.S.C. 12701, et seq., and HUD's regulations; and
- (vi) all of the statements and claims, financial and otherwise, made herein are true and correct. Pursuant to 18 USC § 1001, 31 USC § 3729, et seq., and 24 CFR Part 28, false or fraudulent statements and claims made pursuant to these certifications are subject to up to 5 years imprisonment and civil penalties up to \$10,000 plus up to 3 times the amount of damages sustained by the Government for each fraudulent act committed.

**This certification applies to the following HOME/TCAP Drawdown Line Item:**

Line Item #	IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Year	Drawdown Amount
1	6	Market Square Apartments	HOME	2009	EN	HUD	ES	INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	N/A	\$500,000.00
Total										\$500,000.00

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 Community Development Systems  
 Integrated Disbursement & Information System (IDIS) **UAT** IDIS version 11.0.3.5\_4930 (t219)

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

**User ID:** H19720  
**User Role:** Grantee

**Organization:**  
 INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY

- [Logout](#)

**Drawdown**

**Create Voucher - Page 5 of 5 (View)**

- Voucher created successfully

[Return to Create Voucher](#)

**Activity Funding**  
 - [Search](#)

**Drawdown**  
 - [Create Voucher](#)  
 - [Search Voucher](#)  
 - [Approve Voucher](#)

**Voucher Created For:**  
 INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Activity Owner:**  
 INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**Requested LOCCS Submission Date:**

**IDIS Voucher #:**  
 5014208

**Created By:**  
 H19720

**Creation Date:**  
 01/07/2010

**Receipt**  
 - [Add](#)  
 - [Search](#)  
 - [Search Accounts](#)

**Voucher Details**

Line Item #	IDIS Actv ID	Activity Name	Program	Grant Year	Fund Type	Source Name	Source Type	Recipient Name	Prior Year	Drawdown Amount
1	6	Market Square Apartments	HOME	2009	EN	HUD	ES	INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN	N/A	\$500,000.00
<b>Total</b>										\$500,000.00

[Return to Create Voucher](#)

**Utilities**  
 - [Home](#)  
 - [Data Downloads](#)  
 - [Print Page](#)  
 - [Help](#)

**Links**  
 - [PDF Viewer](#)

Community Development Systems Integrated Disbursement & Information System (IDIS) UAT CDS

User ID: H19720 User Role: Grantee

Organization: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY

Activity Add Completion Detail (Page 1) Rental

Save Save and Continue Cancel

\* Indicates Required Field

Grantee/PJ Activity ID: 12345 Activity Name: Market Square Apartments Program Year/Project ID: 2009/1 IDIS Activity ID: 6 Activity Owner: INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY Project Title: TAX CREDIT ASSISTANCE PROGRAM

Activity Address: 123 Main Street Indianapolis, IN 65500 -0000

Completion Narrative: (Maximum 4000 characters) (tip)

\*Completion Activity Type: (tip) \*Property Type: (tip)

Completion Activity Type: (tip)  
New Construction Only

Property Type: (tip)  
Apartment

**Mixed Use:**  
 Yes  No

**Mixed Income:**  
 Yes  No

**Units**

**\*Total Completed Units: (tip)**  
5

**\*HOME-Assisted Units: (tip)**  
5

Of the Total Completed Units, the Number of

	Total	HOME-Assisted
<b>Units Qualified as Energy Star</b>	5	5
<b>Section 504 Accessible Units</b>	5	
<b>Units Designated for Persons with HIV/AIDS</b>	0	0
<b>Of Units Designated for Persons with HIV/AIDS, Number of Units for the Chronically Homeless</b>	0	0
<b>Units Designated for Homeless Persons and Families</b>	0	0
<b>Of Units Designated for Homeless Persons and Families, Number of Units for the Chronically Homeless</b>	0	0

**Period of Affordability**

If you are imposing a period of affordability that is longer than the regulatory minimum, enter the total years (HOME minimum + additional) of affordability.

**Total Years of Affordability: (tip)**  
30



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Community Development Systems  
Integrated Disbursement & Information System (IDIS) UAT

User ID: H19720  
User Role: Grantee

**Activity**

**Add Completion Detail (Page 2)**

**Rental**

- HOME Completion has been saved

**Activity**

- Add
- Search

**Project**

- Add
- Search
- Copy

**Utilities**

- Home
- Data Downloads
- Print Page
- Help

**Links**

- PDF Viewer
- Support
- CPD Home
- RAMPS
- HUD Home

Save and Previous Page | Save | Cancel

\* Indicates Required Field

<b>Grantee/PJ Activity ID:</b> 12345	<b>Activity Name:</b> Market Square Apartments	<b>Pro</b> 200
-----------------------------------------	---------------------------------------------------	-------------------

<b>IDIS Activity ID:</b> 6	<b>Activity Owner:</b> INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY	<b>Pro</b> TAX
-------------------------------	-------------------------------------------------------------------------------	-------------------

**Activity Address:**  
123 Main Street  
Indianapolis, IN 65500 -0000

**Quick Links**

\* Entering data for:

- Go to Costs
- Go to Beneficiaries

- PDF viewer
- Support
- CPD Home
- RAMPS
- HUD Home

**Costs**  
**HOME Funds (including PI)**

Form of Assistance	
Amortized Loan	\$ <input type="text"/>
Grant	\$ 500,000.00
Deferred Payment Loan	\$ <input type="text"/>
Other	\$ <input type="text"/>
<b>Total</b>	\$ 500,000.00

**Public Funds**

Form of Assistance	
Other Federal Funds	\$ 500,000.00
State/Local Funds	\$ 250,000.00
Tax-Exempt Bond Proceeds	\$ 1,000,000.00
<b>Total</b>	\$ 1,750,000.00

**Private Funds**

Form of Assistance	
Private Loans	\$ 600,000.00
Owner Cash Contributions	\$ <input type="text"/>
Private Grants	\$ <input type="text"/>
<b>Total</b>	\$ 600,000.00

Other

**Other**

Form of Assistance	
Low Income Housing Tax Credit Proceeds	\$ 7,000,000.00
<b>Total</b>	\$ 7,000,000.00

**Activity Totals**

HOME Funds	\$ 500,000.00
All Funds	\$ 9,850,000.00
<b>Total HOME Funds Disbursed</b>	\$ 500,000.00

[Top of Page](#)

**Beneficiaries**

				Household			
Delete	*Unit # (tip)	*# of Bedrooms (tip)	*Occupant	*Total Monthly Rent	*% Median Income	*Hispanic/Latino	*Race
<input type="checkbox"/>	1	1 bedroom	Tenant	\$ 500	0 to 30%	Select	Black/African American
<input type="checkbox"/>	2	1 bedroom	Tenant	\$ 500	0 to 30%	Select	Black/African American
<input type="checkbox"/>	3	1 bedroom	Tenant	\$ 500	30+ to 50%	Select	White
<input type="checkbox"/>	4	1 bedroom	Tenant	\$ 200	0 to 30%	Select	Asian
<input type="checkbox"/>	5	1 bedroom	Tenant	\$ 750	50+ to 60%	Yes	Other multi-racial

Delete Add Another

	\$	7,000,000.00
<b>Total</b>	\$	7,000,000.00

<b>HOME Funds</b>	\$	500,000.00
<b>All Funds</b>	\$	9,850,000.00
<b>Funds Disbursed</b>	\$	500,000.00

Household						
total monthly rent	*% Median Income	*Hispanic/Latino	*Race	*Size (tip)	*Type	*Assistance Type
500	0 to 30%	Select	Black/African American	1 person	Elderly	Section 8
500	0 to 30%	Select	Black/African American	1 person	Elderly	HOME TBRA
500	30+ to 50%	Select	White	1 person	Single, Non-Elderly	No Assistance
200	0 to 30%	Select	Asian	1 person	Elderly	Section 8
750	50+ to 60%	Yes	Other multi-racial	1 person	Single, Non-Elderly	No Assistance
<b>Unit Count:</b>						5

### Beneficiaries

				Household			
Delete	*Unit # (tip)	*# of Bedrooms (tip)	*Occupant	*Total Monthly Rent	*% Median Income	*Hispanic/Latino	*Race
<input type="checkbox"/>	1	1 bedroom	Tenant	\$ 500	0 to 30%	Select	Black/African American
<input type="checkbox"/>	2	1 bedroom	Tenant	\$ 500	0 to 30%	Select	Black/African American
<input type="checkbox"/>	3	1 bedroom	Tenant	\$ 500	30+ to 50%	Select	White
<input type="checkbox"/>	4	1 bedroom	Tenant	\$ 200	0 to 30%	Select	Asian
<input type="checkbox"/>	5	1 bedroom	Tenant	\$ 750	50+ to 60%	Yes	Other multi-racial

Delete Add Another

[Top of Page](#)

#### Property

FHA Insured: (tip)

Yes  No

Save and Previous Page | Save | Cancel

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Community Development Systems  
Integrated Disbursement & Information System (IDIS) UAT

IDIS version 11.0.3.5\_4930 (t219)

User ID: H19720  
User Role: Grantee  
  
Organization:  
INDIANA HOUSING  
AND COMMUNITY  
DEVELOPMENT  
AUTHORITY  
  
- Logout

Projects/Activities	Funding/Drawdown	Grant	Grantee/PJ	Admin	Reports
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**Activity**

**Edit Activity**

- HOME activity pathway is complete.

Save | Cancel

**Activity**  
- Add  
- Search

**Project**  
- Add  
- Search  
- Copy

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

**Links**  
- PDF Viewer  
- Support  
- CPD Home  
- RAMPS  
- HUD Home

**\*Indicates Required Field**

**Activity Owner:**  
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN

**IDIS Activity ID:**  
6

**\*Program Year:**  
2009

**\*IDIS Project ID/Project Title:**  
1/TAX CREDIT ASSISTANCE PROGRAM (2009)

**\*Activity Name:**  
Market Square Apartments

**Activity Status:**  
Open

**Completion Date:**  
 [Select Date](#)  
(ex: mm/dd/yyyy)

**Grantee/PJ Activity ID:**  
12345

**Initial Funding Date:**  
01/07/2010

**\*Indicate if activity will be funded with Recovery Grant Funds:(tip)**  
 Yes  No

**Activity**

Program	*Activity Category (tip)	Ready to Fund	Funded	Setup Detail	Accomplishment	Completion Check
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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 Community Development Systems  
 Integrated Disbursement & Information System (IDIS) UAT

IDIS version 11.0.3.5\_4930 (t219)

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

User ID: H19720  
 User Role: Grantee  
 Organization:  
 INDIANA HOUSING  
 AND COMMUNITY  
 DEVELOPMENT  
 AUTHORITY  
 - Logout

**Activity**

**View Activity**

- Return to Previous Page
- Reopen Activity
- Copy this Activity

**Activity**  
 - Add  
 - Search

**Activity Owner:**  
 INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY, IN  
**IDIS Activity ID:**  
 6

**Activity Status:**  
 Completed  
**Completion Date:**  
 01/07/2010

**Project**  
 - Add  
 - Search  
 - Copy

**Program Year/IDIS Project ID/Project Title:**  
 2009/1/TAX CREDIT ASSISTANCE PROGRAM  
**Activity Name:**  
 Market Square Apartments

**Grantee/PJ Activity ID:**  
 12345  
**Initial Funding Date:**  
 01/07/2010

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

**\*Indicate if activity will be funded with Recovery Grant Funds:(tip)**  
 Yes  No

**Links**  
 - PDF Viewer  
 - Support  
 - CPD Home  
 - RAMPS  
 - HUD Home

**Activity**

Program	Activity Category	Ready to Fund	Funded	Setup Detail	Accomplishment
CDBG	-	No	No		
ESG		No	No		
HOME	Rental	Yes	Yes	<a href="#">View HOME</a>	<a href="#">View HOME Accomplishment</a>
HOPWA		No	No		