

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Special Attention of:	NOTICE PIH 99-23 (HUD)
Secretary's Representative; Area/State Coordinators; Public Housing Directors; Community Builders	Issued: June 9, 1999 Expires: June 30, 2000

Subject: Input of Homeownership Data Into the IBS

The Department currently has a Government Performance Results Act (GPRA) goal for getting low income families into a home of their own. This has been translated into a Business and Operating Plan (BOP) goal for the Department, and each of your offices individually. As part of your reporting activity, you have to ensure that the Integrated Business System (IBS) data is consistent with what you are reporting in your BOP as well as showing how many units we have approved for homeownership so we can project if the national goal will be met. ONAP will be providing their Homeownership information through their own reporting system, so this Notice does not apply to ONAP.

To accomplish this, we will have to enter all Homeownership plans approved after October 1, 1992. This is what was done when the IBS Demolition/Disposition module came on line by the Headquarters staff, so we will have consistent data in the system. The Special Applications Center (SAC) staff have entered HOPE I data into the system because we had those files in Headquarters and have moved them to Chicago for the SAC's files. The SAC staff will be following up with those field offices to complete the data input.

Older Section 5(h) plans were approved by the Field, so the application data will have to be entered by you. For those of you who have already shown sales activity in the IBS "Project" module, this will be a two step process. You will first have to put the units back in "Project" so you will be able to enter the application into the "Homeownership" module.

Within 30 days of the date of this Notice, please provide a list of HAs for which you have approved plans and your schedule for getting them into the system. If you need assistance getting the data into the system, or have questions about this requirement, please contact Ainars Rodins, Director of the SAC at (312)886-9754 x2816.

/s/

Harold Lucas, Assistant Secretary
for Public and Indian Housing