

Chapter 4

THE HOME ACTIVITY REVIEW SCREEN

HOME rental, homebuyer, and homeowner rehab activities with a status of **Open** are flagged in IDIS if (1) HOME funds have been disbursed for the activity but no draws have been made in the previous 12 months, (2) the activity has been in final draw status for 120 days or more days, or (3) the activity is still open four or more years after the initial commitment of funds in IDIS.

Activities that have been flagged for reason (1) or (2) must be resolved before you will be able to set up new HOME activities or commit HOME funds to non-flagged activities in IDIS.

If any activities have been flagged, or will be flagged within 30 days or 90 days, an orange message bar alerting you to the number of activities with flags and warnings is displayed at the top of every screen:

Plans/Projects/Activities	Funding/Drawdown	Grant	Grantee/PJ	Admin
You have 49 HOME activities that have been flagged. Click here to review them.				
Activity				
Search Activities				
Search Criteria				
Program:	IDIS Project ID:	Status:		
All	<input type="text"/>	All		
Activity Name:	IDIS Activity ID:			
<input type="text"/>	<input type="text"/>			

To access the list of flagged activities, click the word [here](#) in the message (or the [Activity Review](#) link on the navigation bar) to display the Activity Review screen:

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

CDBG **HOME**

There are 49 open activities to be reviewed.

- **Infrequent Draws for 12 months or more: 4**
 - Infrequent Draw status coming within 30 days: [1](#)
 - Infrequent Draw status coming within 90 days: [1](#)
- **Final Draw for 120 days or more: [10](#)**
 - Final Draw for 30 days or more: [16](#)
 - Final Draw for 90 days or more: [7](#)
- **Involuntarily Terminated - Activity not completed within 4 years of Initial Funding Date: [9](#)**
 - Involuntary Termination status coming within 90 days: [1](#)

There are 14 activities in i) Infrequent Draw status for 12 months or more, and ii) Final Draw status for 120 days or more.

The ability to setup or commit funds to additional HOME activities is conditionally suspended until the participating jurisdiction completes or increases funding , or provides reason and comment for each activity.

Infrequent Draws for 12 months or more: 4

	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Reason
1	UVSO SCATTERED SITE MULI-FAM. NEW PROJ-Maybaum Ave	2002/23	2337	051.G02.D12G.7209	Explain
2	EPISCOPAL COMMUNITY DEVELOPMENT-2003	2003/23	2499	NW051.G98.D18W0-1	Explain
3	CRESTPOINTE HOMES	2005/22	2940	051-G01-D11G0	Explain
4	Clinton Hill revitalization- ECD	2007/21	3610		Explain

Infrequent Draw status coming within 30 days: 1

	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID
1	St.Claire's Resource Center on Roseville Project	2009/90	3636	nw051-G07-D17M0

Infrequent Draw status coming within 90 days: 1

	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID
1	RIDEWOOD AVE APTS- PROJ LIVE	2007/22	3138	NW051-G07-D17M0

Final Draw for 120 days or more: 10

	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID
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The summary at the top of the screen shows the number of activities with flags (in orange text) and with 30-day and 90-day warnings (in blue text) for each of the three flag types. You can click on the number at the end of a line to go to the part of the screen where those activities are listed.

When applicable, the number of activities with Infrequent Draw and Final Draw flags is also displayed, with notice that the PJ's ability to set up and fund HOME activities has been suspended.

The activities are listed next, in the same order as the summary section. The actions required to resolve each type of flag are explained below.

INFREQUENT DRAWS FOR 12 MONTHS OR MORE

These are activities for which funds have been disbursed but that have had no draws in the past 12 months.* Warnings are also posted for activities that will be flagged within 30 days and within 90 days.

Infrequent Draws for 12 months or more: 4				
Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Reason
1 UVSO SCATTERED SITE MULI-FAM. NEW PROJ-Maybaum Ave	2002/23	2337	051.G02.D12G.7209	Explain
2 EPISCOPAL COMMUNITY DEVELOPMENT-2003	2003/23	2499	NW051.G98.D18W0-1	Explain
3 CRESTPOINTE HOMES	2005/22	2940	051-G01-D11G0	Explain
4 Clinton Hill revitalization- ECD	2007/21	3610		Explain

Infrequent Draw status coming within 30 days: 1				
Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Reason
1 St.Claire's Resource Center on Roseville Project	2009/90	3636	nw051-G07-D17M0	

Infrequent Draw status coming within 90 days: 1				
Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Reason
1 RIDWOOD AVE APTS- PROJ LIVE	2007/22	3138	NW051-G07-D17M0	

For each flagged activity (in the screen print above, the first four activities), you must enter a reason and a narrative explanation before you will be able to set up new HOME activities or commit funds to non-flagged activities. To do so, click the [Explain](#) link in the last column to display this pop-up screen:

The screenshot shows a pop-up window titled "[2337] UVSO SCATTERED SITE MULI-FAM. NEW PROJ-Maybaum Ave" with the subtitle "Infrequent Draws for 12 months or more". The window contains a "Reason:" label with a dropdown menu currently showing "Select". Below that is an "Explanation:" label followed by a large text input area. At the bottom of the window are "Cancel" and "Save" buttons. In the background, a table is partially visible with columns for "Program Year/Project ID", "Activity", and "Reason".

Select the REASON for the lack of timely disbursements, enter a narrative EXPLANATION of the status of the activity, and click the [Save] button. This should clear the flag. If it does not, please contact OneCPD "Ask A Question." Note that you will be required to update the REASON and EXPLANATION every 180 days until the activity is either cancelled or completed.

*Activities that have had no funds drawn down within a year of the INITIAL FUNDING DATE are automatically canceled (see page 3-8), not flagged.

FINAL DRAW FOR 120 DAYS OR MORE

These are activities in violation of the HOME rule at 24 CFR 92.502 (d)(1), which states that:

Complete project completion information must be entered into the disbursement and information system, or otherwise provided, within 120 days of the final project drawdown. If satisfactory project completion information is not provided, HUD may suspend further project set-ups or take other corrective actions.

A HOME activity is in "final draw" when all the HOME funds committed to the activity in IDIS have been drawn down in IDIS.

Final Draw for 120 days or more: 10				
	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID
1	UVSO SCATTERED SITE MULTI-FAM. NEW PROJ-Maybaum Ave	2002/23	2337	051.G02.D12G.7209
2	CRESTPOINTE HOMES	2005/22	2940	051-G01-D11G0
3	Clinton Hill revitalization- ECD	2007/21	3610	
4	85-87 Girard Place	2010/19	3947	051-g06-d16a0
5	224-226 7th st	2010/19	3954	051-g06-d16a0
6	33-35 Unity Ave	2010/19	3960	nw051-g06-d16A0
7	874 S.13th St	2010/19	3962	nw051-g06-d16a0
8	9 versey st	2010/19	3964	nw051-g06-d16a
9	99 Cedar St	2010/20	3966	nw051-g06-d16a
10	239 Lincoln Ave	2010/19	3969	nw051-g10-1d030

Final Draw for 90 days or more: 7				
	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID

For the actions you should take to resolve this type of flag, please see HOME *FACTS* Vol. 5, No. 1, posted at:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/library/homefacts/vol5no1/

The system will prevent you from setting up new HOME activities and funding non-flagged activities until the flags are cleared.

Note: Single-address homebuyer activities with a valid date in the IF LEASE PURCHASE, DATE OF AGREEMENT field (see page 8-10) are exempt from this flag, as are multi-address homebuyer activities having at least one unit under a lease purchase agreement (see page 9-4).

INVOLUNTARILY TERMINATED – ACTIVITY NOT COMPLETED WITHIN 4 YEARS OF INITIAL FUNDING DATE

These are activities with an IDIS INITIAL FUNDING DATE (see page 3-8) of more than four years ago that are still in **Open** status. Activities approaching the four-year mark are also listed.

Involuntarily Terminated - Activity not completed within 4 years of Initial Funding Date: 9					
	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Blocked by HUD
1	ORR APARTMENTS	1995/3	1062	3D15H11.30.362.95	No
2	UMMAT DEVELOPERS, INC.	1998/3	1188	3D18W11.30.365.98	No
3	UVSO SCATTERED SITE MULTI-FAM. NEW PROJ-Maybaum Ave	2002/23	2337	051.G02.D12G.7209	No
4	EPISCOPAL COMMUNITY DEVELOPMENT-2003	2003/23	2499	NW051.G98.D18W0-1	No
5	DON PEDRO DEVELOPMENT CORPORATION	2003/22	2504	NW051.G04.D14M0	No
6	17TH STREET APARTMENTS	2003/22	2505	NW051.G04.D14M0	No
7	UNION CHAPEL ESTATES	2005/22	2928	NW051-G01-D11G0	No
8	CRESTPOINTE HOMES	2005/22	2940	051-G01-D11G0	No
9	LINCOLN PARK COAST CULTURAL DISTRICT,INC	2006/30	2948	NW051-G06-D16A0	No
Involuntary Termination status coming within 90 days: 1					
	Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	
1	50-60 Columbia St	2007/22	3124	NW051-G07-D17T0	

At this time, the 'Involuntarily Terminated' HOME flag is only informational for activities that were not set up under an FY 2012 or 2013 Consolidated Plan/Action Plan project. The flag has no impact on IDIS functionality and will not result in termination of the activity by HUD.

However, a provision in the FY 2012 HOME Appropriation Law and FY 2013 Continuing Resolution imposes a four-year completion deadline on HOME activities set up in IDIS under 2012 and 2013 Action Plan projects (i.e., activities with a PROGRAM YEAR of 2012 or 2013). An activity not completed within four years of its INITIAL FUNDING DATE will be flagged as Involuntarily Terminated, and the PJ will have to obtain an extension or cancel the activity and repay the HOME investment. See CPD Notice 12-007, Operating Guidance for Implementing FY 2012 HOME Appropriation Requirements, for details.

The HOME final rule published on July 24, 2013 contains a new paragraph at 92.205(e)(2) requiring termination of activities not completed within four years of the initial funding date. PJs must repay the entire HOME investment from non-federal funds unless a one-year extension is obtained. The regulation applies to all activities that receive a commitment of HOME funds on or after August 23, 2013.

While not subject to a four-year deadline, it is important that activities currently flagged as Involuntarily Terminated are completed in a timely manner. You may want to contact your CPD field representative to discuss your options.