

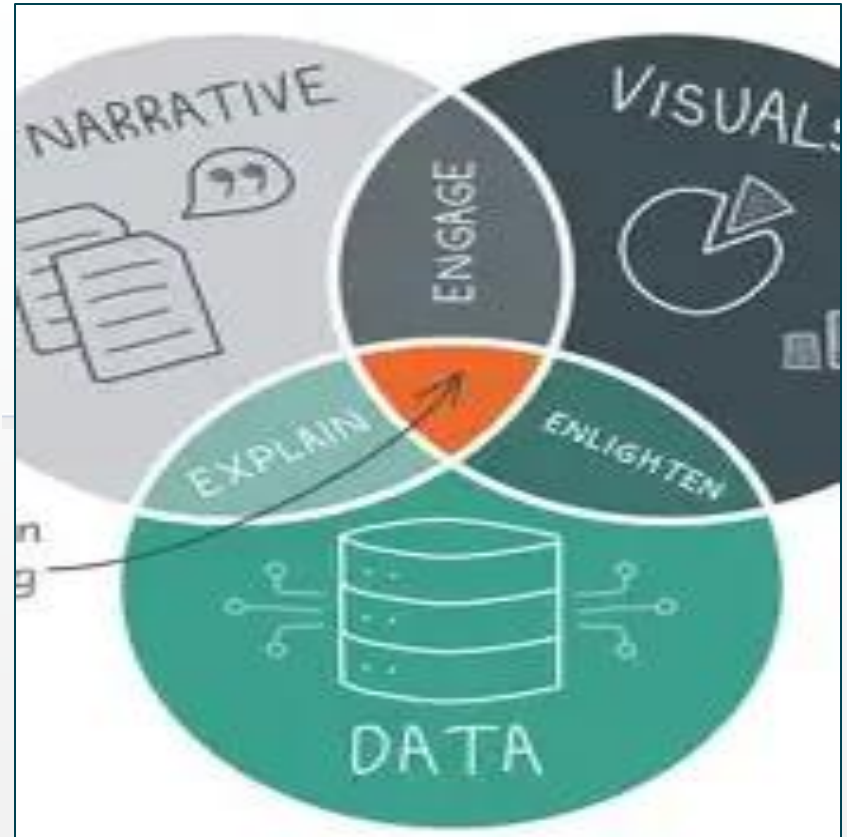
Designing Your Success:

via Reports and Data

THE WHAT, WHY, AND HOW



VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
Partners for Better Communities



Presented
by

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VIRGINIA DEPARTMENT OF HOUSING
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Questions?

(please feel free to post in the chat)



THE WHY:

Data and Reports are Important

Make Informed Decisions
Quality Monitoring
Find Solutions to Problems

Increase/Promotes Efficiency
Establish Baselines and Benchmarks
Validates Funding



WHERE IS THE WHY TOLD?



*** Integrated Disbursement & Information System (IDIS) ***

CAMS

DHCD's internal system of data/reporting collection

The CAMS dashboard features a grid of nine modules, each with a title, a small icon, and a numerical value:

- Remittances: 0 0 0 0
- Project Budgets: 0 0 0 0
- Reports: 0 0 0 0
- Organizations: 4 0 104 96
- Projects: 11 11 0 2
- Applications: 9 43 0 4
- Prog/Subprograms: 0 0 0 0
- Compliance: 0 0 0 0
- Shortcuts: 0 0 0 0

The IDIS interface is titled "U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT Community Development Systems Integrated Disbursement & Information System (IDIS)". It includes a navigation bar with tabs for "Plans/Projects/Activities", "Funding/Drawdown", "Grant", "Grantee/PJ", and "Reports". A notification banner states: "You have 16 CDBG and 2 HOME activities that have been flagged. Click on the number to go to the review page." The main content area is titled "Activity" and contains a "Search Activities" section with the following search criteria:

- Program: All (dropdown)
- IDIS Project ID: (text input)
- Status: All (dropdown)
- Activity Name: (text input)
- IDIS Activity ID: (text input)
- Program Year: Select (dropdown)
- Grantee/PJ Activity ID: (text input)
- Activity Owner: VIRGINIA (dropdown)

Search and Reset buttons are located at the bottom of the search criteria. On the left side, there are several utility and link menus:

- Activity**: - Logout
- Project**: - Add, - Search, - Copy
- Consolidated Plans**: - Add, - Copy, - Search
- Annual Action Plans**: - Add, - Copy, - Search
- Consolidated Annual Performance Evaluation Report**: - Search
- Utilities**: - Home, - Data Downloads, - Print Page, - Help
- Links**: - Contact Support, - Rules of Behavior, - CPD Home, - HUD Home



Centralized Application and Management System (CAMS)

(Department of Housing and Community Development)

- Application
- Contracts
- Reports
- Remittances/Budget
- Other Supporting Documentation

Integrated Disbursement & Information System (IDIS)

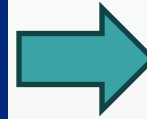
(Department of Housing and Urban Development)



- Project & Activity Information**
- Beneficiary Data**
- Accomplishment Information**
- Financial Information**

WHO?

Wants the Data and Reports



How To!

Annual
Report

HUD 2516

Closeout
Documents

Annual Report

CDBG ANNUAL ACTIVITY AND BENEFICIARY REPORT

Grantee: _____

Annual Reporting Period: July 1, 2025, to June 30, 2026

CIG#: _____

Provide a brief but complete description of each activity, being specific and quantitative (i.e., number of linear feet, number of fire hydrants, number of houses, etc.). Provide the number and characteristics of all applicants for project benefits, proposed beneficiaries from your contract, and the actual beneficiaries from activities completed. For actual direct benefits, such as housing and relocation activities, complete all LMI benefit columns. For other activities, complete the Total LMI column. Benefits and accomplishments are for this **current reporting period**.

Closeout Document



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BENEFICIARY DATA



Accomplishment

Accomplishment Type	Proposed Units	Actual Units
10 - Housing Units		

Direct Benefit Data by Households

Race/Ethnicity

Race	Owner		Renter		Total Households	
	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino
Black/African American			3		3	0
Totals	0	0	3	0	3	0
Female-Headed Households					0	

Income Levels

	Owner	Renter	Total
Extremely Low		2	2
Low			0
Moderate		1	1
Non-Low/Moderate			0
Totals	0	3	3
Percent Low/Mod	0 %	100.0 %	100.0 %

BENEFICIARY DATA



Lead Paint

*Applicable Lead Paint Requirement:

	# Units
Housing constructed before 1978	<input type="text" value="3"/>
Exempt: housing constructed 1978 or later ⓘ	<input type="text"/>
Exempt: No paint disturbed	<input type="text"/>
Otherwise exempt ⓘ	<input type="text"/>
Total	<input type="text" value="3"/>

*Lead Hazard Remediation Actions: (For rehabilitation only)

	# Units
Lead Safe Work Practices (24 CFR 35.930(b)) (Hard costs <= \$5,000)	<input type="text" value="3"/>
Interim Controls or Standard Practices (24 CFR 35.930(c)) (Hard costs \$5,000 - \$25,000)	<input type="text"/>
Abatement (24 CFR 35.930(d)) (Hard costs > \$25,000)	<input type="text"/>
Total	<input type="text" value="3"/>

BENEFICIARY DATA



*Section 3

	Calculated Percentage	Safe Harbor Benchmark Met
Total Labor Hours	7680.00	
Section 3 Worker Hours ⁱ	0.00	No
Targeted Section 3 Worker Hours ⁱ	0.00	No

Nature of Agency Efforts

This section is required if, based on the labor hours reporting above, the reporting agency did not meet the safe harbor benchmarks.

Check all that apply. Maintain records available for HUD review to document any efforts checked.

- Outreach efforts to generate job applicants who are Public Housing Targeted Workers
- Outreach efforts to generate job applicants who are Other Funding Targeted Workers.
- Direct, on-the job training (including apprenticeships).
- Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.
- Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).
- Outreach efforts to identify and secure bids from Section 3 business concerns.

BENEFICIARY DATA



Rehabilitation of Rental Units

Total Rental Units:

3

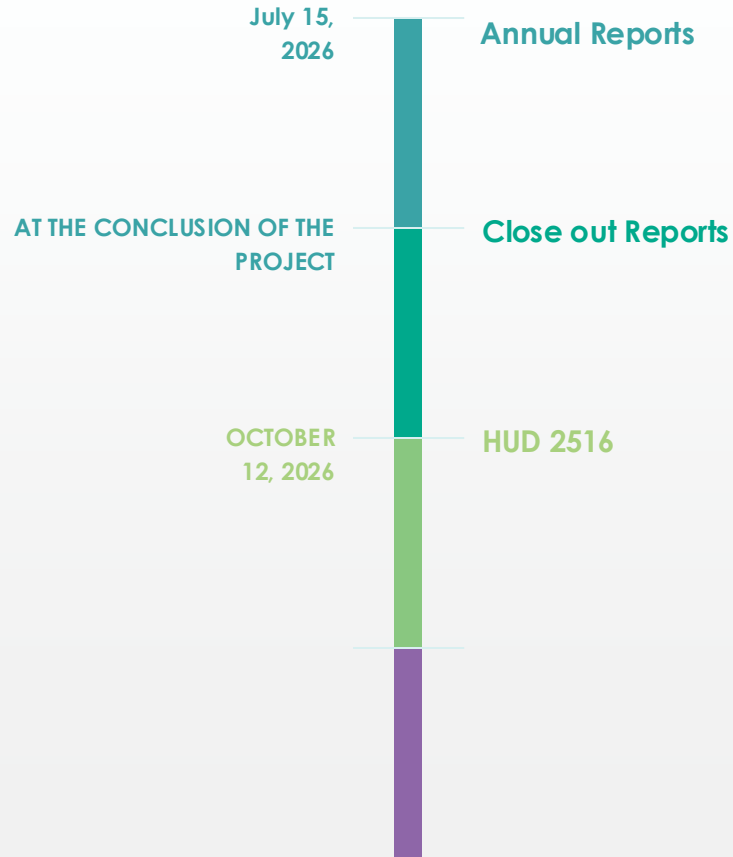
Of the Total Rental Units, Number of:

	Number of Units
Affordable Units	3
Section 504 Accessible Units	
Brought from Substandard to Standard Condition (HQS or Local Code)	3
Units Qualified as Energy Star	
Brought into Compliance with Lead Safety Rules (24 CFR Part 35)	3
Units Created Through Conversion of Non-Residential to Residential Buildings	

Of the Total Affordable Units, Number of:

	Number of Units
Units Occupied by Elderly	2
Years of Affordability Guaranteed	10
Units Subsidized with Project-Based Rental Assistance by Another Federal, State or Local Program	
Units Designated for Persons with HIV/AIDS Including Units Receiving Assistance for Operations	
Of Units Designated for Persons with HIV/AIDS, Number Specifically for Chronically Homeless	
Permanent Housing Units Designated for Homeless Persons and Families, Including Units Receiving Assistance for Operations	
Of Permanent Housing Units Designated for Homeless, Number for the Chronically Homeless	

REPORTING SUCCESS: DUE DATES





Questions?

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THANK YOU

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