

eCon Planning Suite

e-Tutorial: Setting Up a Regional Con Plan

Hello and welcome to the eCon Planning Suite online tutorials. This is one in a series of video tutorials demonstrating the functionality and components of the eCon Planning Suite.

At the end of this tutorial, you will be able to –

- Set up a Regional Consolidated Plan and
- Attach an Annual Action Plan for a participating grantee to the Regional Con Plan

Entitlement grantees have the option to collaborate with neighboring grantees to submit a Regional Consolidated Plan. A Regional Consolidated Plan can save you time and resources by partnering with others to develop a single Needs Assessment, Market Analysis, and Strategic Plan. Such a Plan can be an effective tool for collaboration and coordination among grantees in addressing community needs. One grantee acts as the Lead Grantee, The lead grantee is responsible for adding the plan to IDIS and, once completed, submitting the Regional plan to HUD via IDIS.

Once the plan is added to IDIS, all grantees participating in the Regional Strategy can edit the plan. To set up the Regional Con Plan, first click <Plans/Projects/Activities> in the Main Menu. Then select <Add> in the Consolidated Plan sub-menu. Enter information in the fields provided. Select Regional from the dropdown menu.

Next, click <Add Participating Grantee>. Use the search criteria to search for the participating grantee.

Choose the participating grantee and click <Select>. The system lists the participating grantee here. To add a third grantee, repeat the process by clicking <Add Participating Grantee>. After adding your participating grantees, select the public housing agency or agencies that operate in the area. When done, click <Save>.

You have just created a Regional Con Plan. All participating grantees can edit all sections of the Regional Con Plan except for the Annual Action Plan section. The Annual Action Plan section of the Regional Plan is only for the Lead Grantee. Participating grantees must create a separate Action Plan and link it to the regional Con Plan.

Let's now demonstrate how a participating grantee would attach an Action Plan to the Regional Con Plan. First, create an Action Plan by clicking on <Plans/Projects/Activities> in the main menu bar. Click <Add> in the Annual Action Plan sub-menu. Enter information in the fields provided. Indicate that this Action Plan will be linked to a Con Plan. Click <Associate with ConPlan>. Use the Search Criteria to locate the regional Con Plan. Choose among the listed Con Plans. Click <Select>. At the bottom of the screen, the linked Con Plan will be listed, along with the participating grantees. Click <Save> to complete the process.

In summary, Regional Strategy Con Plans allow grantees to save time and resources by working together to create a shared needs assessment, market analysis, and Strategic Plan. A shared plan can also facilitate greater collaboration among grantees to address regional needs.

Thank you for participating in the online tutorial on setting up Regional Con Plans. For additional tutorials and resources, please go to the OneCPD Resource Library.