

WHAT'S NEW?

IREMS 1.5

(PBCA)

Overview

This document provides information on the issues included in **iREMS** release **1.5**.

The **What's New** addresses new issues identified by users or the iREMS development team. These items may include functionality or feature changes. There are also explanations for modifications or improvements instituted to maintain system performance.

The **Policy/Regulations** section addresses any business rule highlights, announcements, or changes that are necessary to maintain accurate property portfolios.

Asset Management

Financing

→ Financing List

→ Financing Detail

Currently, the PAS system sends grants and capital advances to the iREMS system on a monthly basis. This will be changed to a daily basis. The LAS/NLS system sends 202 Elderly and Disabled Direct loans that are amortized and some 201 Flex Subsidy amortized loans on a monthly basis. However, the NLS system contains additional loan types, such as 201 unamortized loans. These loan types need to be sent and displayed in iREMS and the types identified.

The Green Retrofit (GRP) loans and grants have been added to the PAS interface that is sent to iREMS. The Green Retrofit (GRP) loans and grants will be tied to a contract number and entered into the PAS system in the contract number field. The PAS extract to iREMS was modified to include the contract number.

The Green Retrofit (GRP) loans have been added to the NLS interface that is sent to iREMS. An additional field “*group type*” will be sent by NLS to identify the type of loan. These types could be the Green Retrofit loans or the 201 Amortized loans or the 201 Un-Amortized loans etc. These loan types will be serviced and updated by NLS. The new loans being sent will only include active loans as the other loans sent currently are only active ones.

1. The Green Retrofit (GRP) loans and grants will be given a unique loan number to identify them as green retrofit loans and green retrofit grants. The first three digits will be the office number the next two digits will identify the green retrofit loan with ‘GL’ and the green retrofit grant with ‘GG’. The next three numbers will be the sequence.
2. The green retrofit loans and grants will be tied to an existing iREMS property by entering the contract number into the PAS contract number field. The contract number will then be used to associate to an iREMS property ID.

The ‘SOA’ label and column on the Financing List and the Financing Detail have been changed to read ‘SOA/Group Type’ and it will show the SOA if there is an SOA. If not, it will show the ‘group type’.

Financing List								
FHA Number	SOA/Group Type	Field Office Status	Active	Business Phase	Under Management	Pipeline	Primary Financing Instrument	In Delinquency or Default
07144068F	201 Non-Amortg	Under Management - Active	Yes	Under Management	Yes	No		N
07144068	236(j)(1)/ Lower Income Families	Under Management - Active	Yes	Under Management	Yes	No	1	N

Financing List		Financing Detail		Status History	
Financing Detail					
Current Status					
FHA Number:	07144068F	Primary Financing Instrument:	201 Non-Amortg		
SOA/Group Type:					
Active Financing Instrument:	Yes	Business Phase:	Under Management		
Under Management:	Yes	In Development Pipeline:	No		
Field Office Status:	Under Management - Active				
Additional Field Office Status Info:					
Source System:	LAS	Last Update:	10/07/2009		
Financing Comments:					
Select to View data from: LAS/NLS					
From Loan Accounting System (LAS/NLS)					
LAS/NLS Status: Active Date MFH Received the Status: 07/17/2009					

Occupancy

- Type and Occupancy Eligibility
- Housing for Disabled Survey List
- Final Submission

There are some instances where more than one physical property has been combined under a single iREMS property ID, because multiple loans were combined and refinanced under a single loan. In these cases, there will be multiple surveys completed under an iREMS property ID (one for each physical property).

iREMS will now allow multiple active surveys within one iREMS Property ID. There will be no limit to how many surveys can be open or active. However, if there is no combined properties then there should be only one active survey per year, and if there is a combined property then perhaps one or more (per physical site) per year.

Occupancy Eligibility Restriction (View only)		Original (MFH Survey)	Current (MFH Survey)
<input type="checkbox"/>	Exclusively Elderly	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Exclusively Disabled	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Elderly & Disabled	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Family (No Eligibility Restriction)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

- The “*Current – MFH Survey*” field on the **Type and Occupancy Eligibility** page must display the combined responses from all active surveys.

Survey - Date Signed	Completion Status	Active Indicator	Last Update User	Last Update Date
07/25/2009	N	Y	MAXIE CALL	07/25/2009 11:35:56 AM
06/19/2009	N	Y	VERNELL MITCHEL	06/19/2009 10:57:12 AM

- An “*Active Indicator*” column is displayed on the **Housing for Disabled Survey List** page.

SECTION I - OCCUPANCY

This property was designed primarily for:

Exclusively Elderly

Exclusively Disabled

Elderly & Disabled

Family (No Eligibility Restriction)

Indicate the number of units currently occupied by client group below:

Exclusively Elderly

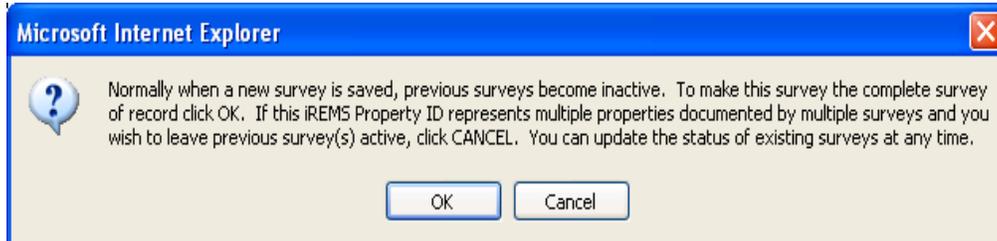
Exclusively Disabled

- A *Property Name* field, *Property Address* field, *Survey Active* indicator and a general *Comments* field was added to the **Final Submission** page.

The active indicator, property name, property address field will default to the primary property name and address. However, the user has the ability to change the name and address for the other physical site for the additional survey. These fields and general comments fields are editable by the Project Manager (PM), Supervisory Project Manager (SPM), Backup Project Manager (BPM), Contract Administrator (CA), Supervisory

Contract Administrator (SCA), Backup Contract Administrator (BCA), Project Assistant (PA) and Multifamily Director (MFD) on the Final Submission page only.

When a survey is saved and there is another active survey, a message box displays asking if the previous survey should be changed to inactive.



If a user attempts to mark all surveys as inactive an edit that advises the user that one of the surveys must be active will display.



If the user wants to make an inactive survey active and there is only one active survey displayed, the user must change the inactive survey to active first and then change the finalized survey from active to inactive. This will ensure that there is still one active survey.

Property Attributes

→ **Buildings - Property Address**

Summaries

→ **Summary - Primary Address**

To accommodate the new geographic coding standards, iREMS now displays the *County Subdivision Code* and the *County Subdivision Name*, for the primary address, when the standardization process is used. These fields are displayed for the primary addresses in **Property Attributes**, under the **Buildings** tab, and in **Summaries** on the **Summary** page.

Property Name, Address	Buildings	RENTS (TRACS)	Neighborhood Network Center
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Buildings

Property Address Save Reset Close

Address

Street: 1500 Cooper Hill Rd
 Street2:
 City: Irondale
 U.S. State or Territory: ALABAMA
 Foreign State or Territory:
 Country: USA
 U.S. Zip Code: 35210 -2303
 Foreign Postal Code:

Mailing Address for the Property: Yes No
Automated GEO Code: Automated Manual
Address Standardization: 100% Overall probable correctness

Geocode Information: (Automated)

County Code: 073
 County Name: Jefferson
 Census Tract: 005600
 MSA Code: 1000
 MSA Name: Birmingham AL
 County Subdivision Code: 90324
 County Subdivision Name: Bradford 
 Congressional District: 006
 State House District: 00
 State Senate District: 00
 Place Based City: BIRMINGHAM
 Longitude/Latitude: -86.7267/33.5241

Summary	Summary Narrative	Consolidated Screen Print
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Property Summary

Assigned Project Manager
 Project Manager: MAE ALLS

<p>Primary Address</p> <p>Street: 1500 Cooper Hill Rd Street2: City: Irondale U.S. State or Territory: AL Foreign State or Territory: Country: USA U.S. Zip Code: 35210 -2303 Foreign Postal Code: Standardization Status: 100% Overall probable correctness Scattered Sites: No Servicing Site: Birmingham HUB: Jacksonville</p>	<p>Geocode Information:(Automated)</p> <p>County Code: 073 County Name: Jefferson Census Tract: 005600 MSA Code: 1000 MSA Name: Birmingham AL County Subdivision Code: 90324 County Subdivision Name: Birmingham  Congressional District: 006 State House District: 00 State Senate District: 00 Place Based City: BIRMINGHAM Longitude/Latitude: -86.7267 /33.5241</p>
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Property Attributes

→ **Building - Property Status**

Servicing

→ **Use Restriction List**

Summaries

→ **Summary - Property Status**

Grants and loans will be made available through HUD's Office of Affordable Housing Preservation (OAHP) for eligible property owners to make energy and green retrofit investments in the property. OAHP and the M2M system will mark these projects/properties that are qualified and eligible for the recovery money to go green.

IREMS has added the OAHP Green flag for only those properties that have gone through the M2M Green process. In addition iREMS has added the OAHP Green Retrofit (GRP) flag. There will be no data keyed into iREMS. It will be view only and come from the M2M system.

The OAHP Green flag and the OAHP Green Retrofit (GRP) flag are at the property/project level and not the contract level. This will eliminate the problem with phased or scattered sites.

These flags will display in the **Property Attributes** functionality on the *Buildings* page, in a new section called '*Property Status*'. The OAHP Green flag and the OAHP Green Retrofit (GRP) flag will also be added to the **Summary** page under *Property Status*.

The *Green Retrofit (GRP) Use Agreement* type is now included in the drop down for a *Reason for Restriction*, under the Servicing sidebar link, on the **Use Restriction/Lock-out Detail** page. The MPRD will also be modified to indicate if a property is OAHP Green.

Once a property is OAHP Green or eligible for retrofit money it will always be green/retrofit even if the Grant or Loan is paid off.

The OAHP Green Flag and the OAHP Green Retrofit (GRP) flag will display only in iREMS.

Property Name, Address | Buildings | RENTS (TRACS) | Neighborhood Network Center

Buildings

Building Types: Check All Applicable Save Reset

Row
 Townhouse
 Detached
 Semi-Detached
 Walk-up/ Garden
 Mid-Rise
 High-Rise/ Elevator

Building Count:

Property Status

OAHP Green Flag: No 
 OAHP Green Retrofit Flag: No

Address Add

Address List 1 to 7 of 7

Summary | Summary Narrative | Consolidated Screen Print

Property Status

Active Status: Y
 Troubled Status: Potentially Troubled
 OPIIS Risk Category: Low
 Action Plan Approved: No
 DEC Status: NONE
 Demo Program Closing Date:
 OMHAR Mark Down to Market Restructure Date:
 OAHP Green Flag: No 
 OAHP Green Retrofit Flag: No

Open Root Problem Cause(s)

Entered Date	Underlying Problem
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Open Mitigation Strategies

Entered Date	Recommended Mitigation Strategy
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Associations to Property | Reserve Tracking | Use Restriction List | IRP List | Other Public Subsidies List

Use Restriction/Lock-out Detail Save Reset Back

Use Restriction Status:
Date of Recordation:

Reason(s) for Restriction
 Accommodation Agreement
 Modified OMHAR Property
 Green Retrofit (GRP) Use Agreement 

(In order to make multiple selections, hold down the Ctrl key while clicking on your desired selections. Make up to three selections.)

Effective Date:
End Date:

Property Attributes

→ RENTS (TRACS)

Summaries

→ Summary – Project/Contract Rents

In the **Property Attributes** section, the **RENTS (TRACS)** tab displays rent information from TRACS, for all contracted units listed for the property. These contracts are listed in the first table labeled *Contracts*.

TRACS does not store “non-contract” unit information for most properties. Due to the limited description of the units, there is no way to differentiate between the contracted units and the non-contracted units. Therefore, the second table has been renamed. The table name has changed from “*Non-Contract/Project*” to “*Project/Contract*” on both the **Property Attributes- RENTS (TRACS)** page and the **Summaries – Summary** page.

Property Name, Address	Buildings	RENTS (TRACS)	Neighborhood Network Center						
Rent Detail from TRACS									
Contracts									
Rent Effective Date	Contract# Project#	Contract Status	Unit Type	#Units	Contract Rent	Utility Allow. Effective Date	Utility Allow.	Gross Rent	FMR
10/01/1992	AL09T861028	Active	0	10	572		0	572	468
			2	6	760		0	760	623
Project/Contract ←									
Rent Effective Date	FHA #	Unit Type	Total TRACS Project # Units	Basic Rent	Market Rent	Utility Allow.	Gross Rent		
10/01/1992	062EH192	0	10	0	0	0	0		
		2	6	0	0	0	0		
Last Update from TRACS: 08/15/2007									

Summary	Summary Narrative	Consolidated Screen Print					
Project/Contract Rents ←							
Rent Effective Date	FHA #	Unit Type	Total TRACS Project # Units	Basic Rent	Market Rent	Utility Allow.	Gross Rent
10/01/1992	062EH192	0	10	0	0	0	0
		2	6	0	0	0	0

Subsidy Administration

Contract Processing

→ Function Detail

→ Comparability Study Selection

In the **Subsidy Administration** area, the comparability study is displayed for the corresponding contract renewal. The logic that finds and displays the comparability study looks for the most recently entered comp study. For historical purposes, the comparability study will also appear in older renewals to which it was associated. Normally, the latest comparability study will appear in the latest renewal; however you can have a situation where a short term renewal is submitted after a “normal” renewal, and you still need to go back to the renewal, prior to the short term, and process it with a comparability study. IREMS will show the comp study in the short term and the “normal” renewal prior to the short term.

Contract Processing List	Function / Contract Selection	Function Detail
Dates and Comments	Comparability Study Selection	Budget Selection OCAF Rents Final Review

Comparability Study Selection Save Reset

Surviving Contract: KY368023026 Stage: 1
 Function Type: Renewal (ST) Action: FY 2010 - 2: Request Renewal Without Restructuring at or Below Comparable Rents
 Effective Date: 11/01/2023 ARAMS Status: Pending

Comparability Study Required? Yes No Alternative Unconfirmed

Type of Alternative to Comparability Study Used:

Comparability Study:

Select	Date Appraiser Signed HUD 92273	Source	Execution Date of First Related Renewal	Unit Type	Comparable Rent
<input checked="" type="checkbox"/>	04/02/2009	Owner	04/02/2009	1	425
				2	475
				3	600

Contract Processing List	Function / Contract Selection	Function Detail
Dates and Comments	Comparability Study Selection	Budget Selection OCAF Rents Final Review

Comparability Study Selection Save Reset

Surviving Contract: KY368023026 Stage: 1
 Function Type: Renewal Action: FY 2009 - 2: Request Renewal Without Restructuring at or Below Comparable Rents
 Effective Date: 11/01/2023 ARAMS Status: Pending

Comparability Study Required? Yes No Alternative Unconfirmed

Type of Alternative to Comparability Study Used:

Comparability Study:

Select	Date Appraiser Signed HUD 92273	Source	Execution Date of First Related Renewal	Unit Type	Comparable Rent
<input checked="" type="checkbox"/>	04/02/2009	Owner	04/02/2009	1	425
				2	475
				3	600

Contract Processing

→ Function Detail

→ OCAF

On loans with an *In-Active* Financing Instrument, the monthly debt service is calculated to zero. IREMS has been modified not to add the Mortgage Insurance Premium (MIP) to the amount in the *Annual Project Debt Service* field on the **OCAF** page in the **Function Detail** section. The field will be populated with the number zero.

Financing List		Financing Detail	Status History						
Financing List									
FHA Number	SOA Group Type	Field Office Status	Active	Business Phase	Under Management	Pipeline	Primary Financing Instrument	In Delinquency or Default	
01235587	221d4 NC/SR	Terminated - Inactive	No	Terminated	No	No	1	N	

Contract Processing List		Function / Contract Selection		Function Detail									
Dates and Comments		Comparability Study Selection		Budget Selection		OCAF		Rents		Auto OCAF Letter		Final Review	
OCAF												Save	Reset
Surviving Contract: NY36H110102						Stage: 1							
Function Type: Amend Rents						Action: FY 2008 - 2: Request Renewal Without Restructuring at or Below Comparable Rents							
Effective Date: 09/01/2008						ARAMS Status:							
Eligible for Auto OCAF: <input checked="" type="radio"/> Yes <input type="radio"/> No													
Date Auto OCAF Sent to Owner:						<input type="text"/>							
Date Rents Package Received from Owner:						<input type="text"/>							
Owner Selected Auto OCAF: <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Unconfirmed													
OCAF Rent Adjustments													
Annual Rent Potential for all Section 8 Units Included in the Current Process:						<input type="text" value="2344488.00"/>							
Annual Comparable (Owner's) Rent Potential for Units Included in the Current Process:						<input type="text" value="0.00"/>							
Annual Rent Potential for all Non-Expiring Section 8 Units (Not Included in the Current Process):						<input type="text" value="0.00"/>							
Annual Rent Potential Non-Section 8 Units:						<input type="text" value="0.00"/>							
Annual Project Rent Potential:						2344488.00							
Expiring Section 8 Portion of Total Rent Potential:						1.00							
Annual Project Debt Service:						<input type="text" value="0.00"/>							
Note: Already includes MIP amount													
Annual Expiring Section 8 Share of Debt Service:						0.00							
Annual Expiring Section 8 Rent Potential Less Expiring Section 8 Share of Debt Service:						2344488.00							
Annual Expiring Section 8 Rent Potential Attributed to Operation Multiplied by the Published OCAF (2.700%):						2407789.18							
OCAF Adjusted Contract Rent Potential:						2407789.18							
Rent Increase Factor:						1.027							

Contract Processing

→ Function Detail

→ Rents

The *Assistance Contract List* in the **Subsidy Administration** functional area contains a list of all contracts associated with a specific property. When contracts are combined, the list identifies the surviving contract as active. When a renewal is preformed on the surviving contract, all unit counts (from each of the combined contracts) should be included as *RENTS* for the surviving contract number.

When contracts are merged, iREMS will zero out the TRACS sequence number when saving the rents. This will allow TRACS to reassign new consecutive sequence numbers to the new units under the surviving contract. The units from all combined contracts and the surviving contract will be combined and displayed on the surviving contract record.

Assistance Contract List	Assistance Contract Status	Assistance Contract Detail	Current Contract Administrator/ Contact	Contract Administrator History			
Assistance Contract List							
Contract #	Current Contract Status	TRACS Contract Status	Program	Exp Date	Staged	Contract Authority	Budget Authority
NV25L000001	Expired - Active	Expired	LMSA	10/30/2006	N	830855.00	2068836.00
NV25L000010	Active - Active	Terminated	LMSA	10/30/2006	N	1875224.00	4347096.00
NV25M000030	Active - Active	Active	Preservation	10/30/2007	N	1258825.00	4058559.00

In this example, three contracts were combined:

NV25L000001 had 30 units

NV25L000010 had 93 units

NV25M000030 had 49 units

NV25M000030 was the surviving contract

Contract Processing List	Function / Contract Selection	Function Detail
Dates and Comments	Comparability Study Selection	Budget Selection
OCAF		Rents
Final Review		

Rents

Surviving Contract: NV25M000030 Stage: N/A
 Function Type: Renewal Action: FY 2007 - 2: Request Renewal Without Restructuring at or Below Comparable Rents
 Effective Date: 10/31/2006 ARAMS Status: Executed

HUD Approved Rent: Comparable

Calculated Renewal Rents:

Unit Type	# of Units	Current Contract Rent at Expiration	Comparable (HUD 92273) Rent	OCAF Adjusted Rent	Budget-based Rent	Renewed Rent
1	27	612	612	626		612
1	17	590	612	604		612
2	22	675	675	691		675
2	13	650	675	665		675
2	19	570	675	583		675
2	36	570	675	583		675
3	13	670	779	686		779
3	25	670	779	686		779
Rent Potentials						
Monthly		106664	117280	109150		117280
Annual		1279968	1407360	1309800		1407360

After the merge...the total units for all combined contracts (172 units) are associated and displayed on the surviving contract record.

Contract Processing

- Function Detail
- Budget Selection
- Rents

The rounding of *Budget Based Rent* on the **Budget Selection** page has been modified so that the *Budget-based Rent* and the *Renewal Rent* matches on the **Rents** page. When the *Budget Based* rent is selected, as the approved rent, the amount on these two pages will be identical.

Contract Processing List	Function / Contract Selection	Function Detail		
<p>Dates and Comments Comparability Study Selection Budget Selection OCAF Rents Final Review</p> <p>Budget Selection</p>				
Surviving Contract: TX160013008		Stage: N/A		
Function Type: Renewal		Action: FY 2009 - 4: Request Renewal for Projects Exempt from OAHF		
Effective Date: 03/22/2009		ARAMS Status: Posted		
Renewal Budget Required? Yes				
Renewal Budget Type: Standard Renewal Budget				
Renewal Budget:				
Select	Date Approved by HUD	Budget Based Rents % Increased	Unit Type	Budget Based Rent
<input checked="" type="checkbox"/>	05/22/2009	-14.40	1	373
			2	450

*In this example, using unit type "2":
(1 - .144 = .856) * 526(current rent) = \$450.256*

Contract Processing List	Function / Contract Selection	Function Detail				
<p>Dates and Comments Comparability Study Selection Budget Selection OCAF Rents Final Review</p> <p>Rents</p>						
Surviving Contract: TX160013008		Stage: N/A				
Function Type: Renewal		Action: FY 2009 - 4: Request Renewal for Projects Exempt from OAHF				
Effective Date: 03/22/2009		ARAMS Status: Posted				
HUD Approved Rent: Budget Based						
Calculated Renewal Rents:						
Unit Type	# of Units	Current Contract Rent at Expiration	Comparable (HUD 92273) Rent	OCAF Adjusted Rent	Budget-based Rent	Renewed Rent
1	136	436		447	373	373
2	8	526		539	450	450
Rent Potentials						
Monthly		63504		65104	54328	54328
Annual		762048		781248	651936	651936
Renewal Rent Effective Date:					04/01/2009	

The unit type "2" rent is rounded to 450 for both the Budget-based rent column and the Renewed Rent column.

Policy/Regulations