



# XML Upload Features Summary



# New XML Upload Requirements

- 3 items/steps must be done:
  - NAHMA 4.0 XML file (MITS) standard
    - [Schema and Data Dictionary information from NAHMA/NMHC](#) for State Housing Finance Agency Low Income Housing Tax Credit Data Transfer
  - An update Building Style information on each building (needed for initial use)
  - Complete Utility Allowance updates prior to XML Upload
- Starting with 2019 tenant activity, required to upload monthly & prior to any review



# Feature Improvements for XML

- **Improved General Usability**
  - True recognition of upload success
  - XML screen activity time expanded to prevent timing out
  - Corrected identification of Unit Status between events
  - Improved recognition/transfer of household members from event to event



# Feature Improvements for XML

- **Flexible Data Importing**

- Events will not be overwritten each time an upload is completed
- Uploads can be for any length of time or number of units
- During the XML process, new XML events are compared to existing events to determine if event is already included in DevCo



# Feature Improvements for XML

- **Expanded Event Type Recognition**
  - IC (Initial Certification) events will be treated as Move-in events
  - IR (Interim) events will be treated as Rent Update events
  - GR (Gross Rent) events will be treated as Rent Update events
  - Better importing of events on Market Rate Units



# Feature Improvements for XML

- **“Intelligent” selection for Adjustment (A)**
  - XML upload process will select...
    - Composition Update – if household members were added or removed,
    - Rent Update – if Tenant Rent Portion, UA Amount, or Rental Assistance Amount changed,
    - Student Update – if no changes to household members or rent fields
  - Recommends review of Export Events to determine if all events are listed correctly. Event Type can be corrected after upload if needed.



# Event Types

- **Move In** - Initial certification for a tenant.
- **Move Out**- Tenant is leaving the unit.
- **Recertify**- Tenant only needs to complete a recertification for projects with market units.
- **Transfer Out**- When you enter a Transfer Out a Transfer In is created by the system.
- **Composition Update**- Whenever there is a change in the household composition (e.g. one member moves out or in) this needs to be completed. (*adjustment in XML*)
- **Rent Update**- Whenever there is a change in the rent this needs to be completed. (*adjustment in XML*)
- **Student Update**- Every year on the anniversary date this needs to be completed. (*adjustment in XML*)



# New Utility Allowance Features

- Description will automatically populate
  - Can still edit, but designed to give unique identifier to each UA
  - Example:
- Added Building Style feature to make UA recognition better with XML files & everyday use.





# XML Activity Log Types

- **Project Level Error-** Disallow the whole XML file
- **Unit Level Error-** Disallow the unit with the issue; remaining XML file is imported
- **Warning-** Allow the import; show a message about data changes and a potential Compliance issue
- **Info-** Allow the import of the whole XML file; show message about data being changed/removed/skipped
- **No Message-** no issues or changes to XML file during import



# DevCo Resources

- DevCo Login page:  
<https://devco.ohiohome.org/AuthorityOnline/Default.aspx>
- DevCo Homepage includes updates to DevCo & current AOR requirements:  
<http://www.ohiohome.org/compliance/devco.aspx>
- Full DevCo Compliance User Guide:  
<http://www.ohiohome.org/compliance/devcohelp.aspx>
- All DevCo How-to Videos:  
<http://www.ohiohome.org/compliance/devcoveideos.aspx>