ILLINOIS HOUSING DEVELOPMENT AUTHORITY

MANAGEMENT BULLETIN #551

DATE: 11/2/2022

TO: Owners and Agents of IHDA Assisted Properties with LIHTC, Section 1602, and/or TCAP

CC: IHDA Asset Management Staff

FROM: IHDA Asset Management Department

RE: Courtesy Reminder: DMS Online User Access

SUMMARY:

DMS Authority Online is a web portal available to property Owners and Agents to manage compliance reporting directly into IHDA's Data Management System (DMS). To maintain the security of DMS Online, please remember to revoke user access for any staff members leaving the company or changing their roles as soon as it is feasible to do so. It is recommended that this is incorporated into offboarding procedures at your project. In addition, in the event of a change of management company for a project, please ensure that user access is revoked for staff of the outgoing management company.

For a guide on how to revoke user access, please reference the DMS Online User Guide, page 6-7. If you are having issues, contact your IHDA Compliance Analyst.

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ATTENTION:
Please be advised that visitors to IHDA's office space will be required to adhere to IHDA's COVID-19 disclosure and safety protocols. Please visit www.ihda.org for more information.