



STATE OF MICHIGAN

JENNIFER M. GRANHOLM
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

MICHAEL R. DeVOS
EXECUTIVE DIRECTOR

MEMORANDUM

TO: Management Agents/Owners
FROM: Cassandra Brown, Compliance Monitoring
DATE: December 2, 2005
RE: Mitas Web Updates – Tenant Data

The tenant data entry process in Mitas has not changed. However, some new and improved features, which were requested by Management Agents, are now available on the system or will be added soon.

History

Prior to the update, when MSHDA staff processed the tenant data, Management Agents would no longer be able to view the data. Now, the data is still available for viewing, even after MSHDA has processed it.

Other Added or Improved Features

Other features have also been added (or soon will be added) for your use. Mitas and MSHDA are in the process of preparing detailed instructions, which will be available in the near future.

- Additional Transaction Types
- Ability to Correct Previously Submitted Tenant Data
- Transaction Upload Process Improvements
- Tenant Pre-Qualification Process

Move-in/Move-out

In the recent web update, the button labeled “Move-in/Move-out” was inadvertently changed to “Transactions”. Mitas has been asked to change the label back to “Move-in/Move-out” and this will likely occur the week of December 5th.

If you have any questions or concerns, please contact me at browncas@michigan.gov.

