



Commonwealth of Massachusetts
EXECUTIVE OFFICE OF HOUSING &
LIVABLE COMMUNITIES

Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Edward M. Augustus, Jr., Secretary

Public Housing Notice: 2025-10

MEMORANDUM

TO: LOCAL HOUSING AUTHORITIES ADMINISTERING STATE-AIDED PUBLIC HOUSING AND/OR STATE RENTAL ASSISTANCE
FROM: OFFICE OF THE GENERAL COUNSEL
SUBJECT: MANDATORY DATA REPORTING
DATE: AUGUST 6, 2025

As you are aware, local housing authorities administering state-aided public housing and/or state rental assistance must annually report data required by the Executive Office of Housing and Livable Communities (“EOHLC”) pursuant to Chapter 334 of the Acts of 2006 and the regulations at 760 CMR 61.00. Last year and in prior years, LHAs were required to report by uploading required spreadsheets through the EOHLC-LHA Housing Applications website at:

<https://hedlhportal.azurewebsites.net/Login.aspx>.

Subsequently, many LHAs have submitted their data to the State Oversight of Housing Assistance (“SOHA”) Data Warehouse, which EOHLC launched to centralize tenant-level data for the state-aided public housing, MRVP, and AHVP programs.

For 2025 reporting, those LHAs that have successfully submitted a substantial set of their data in SOHA (greater than 75%) do not have to separately report through EOHLC-LHA Housing Applications website this year. See attachment A for lists of LHAs that do and do not need to report separately from SOHA this year.

LHAs that are not reporting their DMH Rental Subsidy Program to SOHA still do not have to report for this program through the EOHLC-LHA Housing Applications, although they should plan to submit data for this program to SOHA next year. Similarly, as the c.689/167 unit data for this year has not been submitted to SOHA, LHAs reporting through SOHA do not need to report on c.689/167 through the EOHLC-LHA Housing Applications portal this year.

LHAs that have *not* submitted their data to SOHA or have not successfully submitted at least 75% of their applicable program data must continue to report by uploading spreadsheets through the EOHLC-LHA Housing Applications website. LHAs must manually submit this occupancy data by **September 30, 2025**, reflecting the state of their programs as of July 31 of the current calendar year.

Note that upon login at the EOHLC-LHA Housing Applications website, you will find on the main page a link to user guides for state-aided public housing and state rental assistance (also available at <https://www.mass.gov/service-details/annual-lha-reporting-of-tenant-data>). Upon login you will also see a “Manage Logins” option, which allows Executive Directors to enable another user to report the data by clicking on the check box under the “LHA Data Collection” column that corresponds to the user.

To begin reporting, click on the “LHA Data Collection” button under the “Annual” box on the main page, and then select housing type (public housing, project-based rental assistance, or mobile rental assistance). For each housing type, the applicable spreadsheet for 2025 reporting is available for download on the next page (see the link under “Step 1”). As in prior years, the appropriate codes must be used when filling in the spreadsheet (see the user guides). Once you have entered or pasted data into the spreadsheet and are ready to submit, you must then upload the spreadsheet (see “Upload” button under Step 1). In order to upload properly, the spreadsheet must be saved as a CSV file (“Save as type: CSV (Comma delimited).” For state-aided public housing and state project-based rental assistance, there is a “Step 2” under which certain program level accessibility-related information must be entered. The final step is to click on the “Submit” button on the bottom left-hand side of the page. Illustrations and further instructions are provided in the user guides.

Additionally, LHAs required to report through the Housing applications website need to input accessibility data from CHAMP. Attachment B contains CHAMP Applicant Accessibility Data, which is part of the data you must report through the EOHLC-LHA Housing Applications portal by 9/30/25. You should review this file in order to determine: - Total # of Households that Requested a Unit Accessible for Sensory Impairments - Total # of Households that Requested a Unit Accessible for Mobility Impairment You should include these figures in the appropriate area of your data submission.

We greatly appreciate your cooperation, and please contact EOHLC’s Office of the General Counsel at (617) 573-1501, or contact 617-448-8537, with questions.

Attachment A: LHA Reporting in SOHA/LHAs Required to Report under PHN

Attachment B: Accessibility Data for Mandatory Reporting