



Commonwealth of Massachusetts
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

Deval L. Patrick, Governor ♦ Timothy P. Murray, Lt. Governor ♦ Tina Brooks, Undersecretary

Public Housing Notice 2008-10

MEMORANDUM

TO: All Local Housing Authorities
FROM: Wayde Porrovecchio, Financial Manager
Bureau of Housing Management
RE: State Auditor Read-Only Access to HAFIS Budgets
DATE: September 3, 2008

In response to a request from the Office of the State Auditor, DHCD has modified the HAFIS Budget application permitting LHAs to provide read-only access to the State Auditors during an audit. Similar to the manner in which an LHA may provide access to their fee accountant, LHAs may now grant read-only access to the auditor to assist in the audit review.

To provide access to a member of the State Auditor’s Office, log into the HAFIS Budget application using the administrative user ID. DHCD has added the question “Do you want to allow State Auditors to access your budgets?” to the main Welcome page. Read-only access is given by:

- (1) clicking on the box next to “allow access;” and
- (2) clicking the “confirm” button.

Access can be granted at the announcement of the planned audit and removed upon completion of the audit or at any time the authority decides to rescind the access. Also similar to the fee accountants, the auditors will be provided with their own web address, user ID and password.