



## PROGRAM BULLETIN

**Date:** March 31, 2025  
**To:** Owners/Managing Agents of Low Income Housing (LIHTC), HOME, and Ancillary funded Properties  
**From:** Kathleen Millerick, Rental Compliance/Training Coordinator (*KM*)  
**Subject:** Termination of Web Tenant Compliance (WTC) reporting software  
**Bulletin #:** 2025 – 04

This program bulletin shall serve as official notice that on April 30, 2025, WTC will no longer be available to you as the software for entering/uploading tenant occupancy and demographic information.

As you know, beginning in 2023, RIHousing began the transition from WTC to our new compliance reporting software known as Procorem. Effective May 1, 2025, Procorem will be the only software available to you.

LIHTC projects that are also Section 8/PBCA will continue to submit their vouchers and other HUD required reporting through TRACS, the LIHTC tenant data must be reported to Procorem via a separate XML file.

Please reach out to your LIHTC Asset Manager should you require assistance accessing Procorem or if you have any questions concerning this program bulletin. For HOME and Ancillary properties, please contact RIHousing Ancillary Asset Manager, Amanda O'Brien at [aobrien@rihousing.com](mailto:aobrien@rihousing.com).

As the owner/managing agent of a LIHTC, HOME, or Ancillary property, you have a compliance obligation to report your tenant data by the 10<sup>th</sup> of each month. It is critical that you are actively reporting in Procorem.