Product Name	Vendor	System Use	Type of Data Collected	Division	Unit	Data Collection Frequency	Data Upload Frequency
Adobe Creative Cloud	Adobe	A subscription-based that provides access to a wide range of creative applications. This includes Photoshop, Illustrator, InDesign, Premiere Pro, After Effects, Lightroom, Acrobat, and XD.	Subscription-based creativity applications	All	Specific users	As needed	As needed
Agency Messenger	LACDA	Employees can submit leave requests and overtime requests	Employees enter time off for leave and overtime requests	All	All	Daily	Daily
ArcGIS Enterprise	Esri	GIS/mapping use	Geographic Data - Building and hosting GIS content	All	All	Daily	Weekly
ArcGIS Pro	Esri	GIS/mapping use (Desktop client)	Geographic Data - Processing, ananlyzing geographic data and map creation	IT, HIF	GIS Specialist & Affordable Housing Preservation Analyst	Weekly	Weekly
Asset Management Database (AMD)	LACDA	Keeps records of our development project financial and monitoring data on an annual basis.	Collects project data, loan information, and monitor information	HIF	Units within Division	Daily	Daily
BOARD Budget	Neubrain	Manages Budget	All budgeting data.	All	All	Daily	Daily
Business Technology Center of LA County	LACDA	Collect payments from the BTC Unit. This app has two components: the front-end interface for tenants to make payments, and a backend feature to download bank transactions and import them into the Yardi Management System.	Records bank transaction results	HAD	BTC	As needed	As needed
CDBG System	LACDA	SGP/RSIP CDBG financial and funding compliance management.	The CDBG system Is the primary financial management software that is used to track/process project: funding, payments, progress, project goals, national objectives, specific service descriptions, demographics and vast financial/project reporting capabilities for CDBG that include the CDBG and RSIP.	HIF	Housing Strategies	Daily	Daily
DBHOP	LACDA	The MS Access database contains the information to determine the eligibility of applicants for various loan programs offered by HIP and generates the seventeen documents to complete the loan application process.	This database collects loan, financial, and vendor's information. It prints out all the required loan documents.	HIF	Housing Strategies	As needed	As needed
DPSS (Department Public Social Services)	LACDA	Exchange data between LACDA and DPSS, and import it into the Yardi system	Records exchange between systems	HAD, HOD	Units within Division	Monthly	Monthly
Event Registration	LACDA	Employees can register for certain HR-related training sessions or division-specific events.	Logs employee training sessions and division-specific events	All	All	As needed	As needed
Google Chrome	Google	Browser used to access the internet	Google keeps track of every activity you perform on their apps, devices, and browsers while searching and using the internet. Whenever you watch a video, conduct a search, interact with ads or content, and make a purchase, Google collects and stores that information	All	Units within Division	Daily	Daily
Grant Management System (GMS)	LACDA	Reports expenditures on projects and request reimbursement	Logs user's data such as account information, transactional data such as project information, fun records, check/funding request log, and system performance data that provides error messages and warnings	CDD, HIF, HOD	Units within Divisions	Daily	Daily
Handy Worker	LACDA	The MS Access database generates emails to solicit bids on housing rehabilitation projects for the Handy Worker Grant Program and generates the eight documents required to complete the projects.	This database collects homeowner information.	HIF	Housing Strategies	As needed	As needed
Homeless Incentive Program (HIP)	LACDA	External app for outside HACoLA and agency access to HIP records; internal HIP and NHIP access for staff.	Owner/Unit and Tenant Info	HAD	External Agency/ CBO/ LACDA HIP Staff	Daily	Daily
HomeOwner Certification System	LACDA	Online portal used to manage annual homeowner certification.	The online portal is used by single-family homeowners to electronically certify annually. The system maintains records of verification documents for certification purposes. Automated email blasts and reminders are generated and sent from the system.	HIF	Loan Servicing Unit	Daily	Daily
HOP Training Registration	LACDA	HOP/MCC Lender Training registration is for lenders who want to participate in our program. HIF staff covers the program manual and forms with the lenders. After the training, lenders are certified and they can submit the HOP and MCC reservations.	HOP/MCC Lender Training registration collects name, title, NMLS, company name, city, and contact information	HIF	Housing Strategies	As needed	As needed
HOP120	LACDA	The MS Access database contains the information to determine the eligibility of applicants for various loan programs offered by HIP and generates the seventeen documents to complete the loan application process.	This database collects loan, financial, and vendor's information. It prints out all the required loan documents.	HIF	Housing Strategies	As needed	As needed
HOP80	LACDA	The MS Access database contains the information to determine the eligibility of applicants for various loan programs offered by HIP and generates the seventeen documents to complete the loan application process.	This database collects loan, financial, and vendor's information. It prints out all the required loan documents.	HIF	Housing Strategies	As needed	As needed
Housing Application Registration Portal (HARP) Dashboard	LACDA	Latest summary of prospect information for the waitlist.	Summary, details, statistics, and graphical report on prospect information	HAD, HOD	Units within Division	Daily	Daily
Housing Application Registration Portal (HARP) -Wait list System	LACDA	For prospects to manage their waitlist profile	Prospects personal data	HAD, HOD	Units within Division	Daily	Daily
Human Resources Online Audit	LACDA	Program monitors employees with relationships to the waitlist program (Harp/Yardi)	Collect information when an employee interacts with waitlist-related records	HAD, HOD	Units within Division	Daily	Daily
IPS (Income Package Scan)	LACDA	Manage scanned income packages.	Enters scanned information into Yardi database	HAD	Unit within Division	Daily	Daily
Laserfiche	Laserfiche	A Document Management System used to store the agency's official electronic records. It allows for document scanning, importing, email notifications, and document routing through workflows and business processes.	Captures documents for the various programs administered by LACDA, including data related to tenants, owners, vendors, inspections, contracts, projects, and financial activities.	All	All	Daily	Daily
Lead Free Homes LA	LACDA	Public applicant will submit application and then internal users will check their eligibility, manage schedules, input data about the lead testing and results.	Collects project funding across various financial instruments such as loans, bonds, grants, and other sources.	CDD	GMU, CMU	Daily	Daily
LEADER Yardi Report	LACDA	Integrated with Yardi to check the benefits tenants receive from public programs. The backend process imports data from LASD.	Data import from LASD	HAD, HOD	Units within Division	Daily	Daily
Los Angeles County Housing Resource Center	Emphasys	It's a website that is used by the public to locate housing in LA County. The public is able to search for housing and some agencies are able to have access to restricted housing that is for special needs populations.	The website can identify what properties are available based on the city selected and based on the housing criteria you are looking for. The LACDA is able to post housing flyers for projects funded by the LACDA and have them be highlighted in the home page.	HIF	Unit within Division	Monthly	Monthly
Los Angeles Sheriff Department (LASD)	LACDA	Access arrest records in Yardi exchange between LASD and Yardi System	Data import from LASD into Yardi system	HAD, HOD	LASD, HAD, HOD	As needed	As needed
Microsoft 365	Microsoft	A cloud-based subscription service offers access to productivity applications such as Word, Excel, PowerPoint, Outlook, OneNotes, etc.	Cloud-based productivity applications	All	All	Daily	Daily
Microsoft Edge	Microsoft	Web browser	Microsoft Edge collects various types of data such as browsing data, session history, search queries, and browser cache.	All	All	Daily	Daily
OneCallNow	OnSolve	Automation to upload data to the online system for the initial and reminder call blasts and creates email for blast by staff.	Data are been generated from Yardi for the daily automated call blasts	HAD, HOD	Units within Division	Daily	Daily
Online Payment	LACDA	For tenants to make monthly payment	Verify your tenant information, and then proceed with the online payment through BOA (Bank of America)	HAD, HOD	Units within Division	Daily	Daily
PeopleSoft Financials	Oracle	Manages the General Ledger and Budget Ledger, and also includes Procure-to-Pay (vendors, contracts, requisitions, purchase orders, accounts payable) and Accounts Receivable.	Captures accounting data for the General Ledger, Budget Ledger, and contract and vendor information.	All	All	Daily	Daily
PeopleSoft Human Capital Management (HCM)	Oracle	Provides functions such as benefits administration, payroll, position management, and training acknowledgement.	Captures HR-related information, such as employee data, benefits, and payroll data.	All	All	Daily	Daily
PMWeb	PMWeb	Uses to track and manage construction projects.	Captures construction project details, site inspections, and progress payments for work completed.	CDD, HOD, HIF	Units within Divisions	Daily	Daily
Public Inquiry Portal (PIP)	LACDA	Public users can submit inquiries to the LACDA	Public inquiry request and response	CPAU	CPAU	As needed	As needed
Public Record Request (PRR)	LACDA	Public users can submit public record requests to the LACDA	Public record request and response	CPAU	CPAU	As needed	As needed
Quality Control Web Application	LACDA	To manage quality control records customized to division.	Quality control information	HAD	Unit within Division	Daily	Daily
Quality Control Web Application	LACDA	To manage quality control records customized to division.	Quality control information	HOD	Unit within Division	Daily	Daily
Rent Café	Yardi Systems, Inc	Portals used to externally obtain housing program information and documents from participating tenants/residents and owners/landlords.	Captures program information submitted externally by tenants/residents and landlords; however, the data is stored internally.	HAD, HOD	Units within Division	Daily	Daily
RSIP Database	LACDA	RSIP data management and reporting.	The MS Access database records the marketing of the Residential Sound Insulation Program to the owners of residential units in the impacted areas and tracks the progress of the sound insulation projects.	HIF	Housing Strategies	As needed	As needed
Section 8 Inspection IPAD	LACDA	Section 8 Inspection app on Ipad	Download Inspection from Yardi for Inspectors to Conduct Inspections and Sync Back to the Yardi Management System	HAD	Unit within Division	Daily	Daily
Section 8 Inspections DASHBOARD	LACDA	Monitors and manages inspection	Staff and Management manage and monitor Inspection Records	HAD	Unit within Division	Daily	Daily
Self-Service Interactive Receptionist	LACDA	Check-in kiosk for tenants, prospects, and owners to automate notification processes for case managers.	Check-ins collect name, email address, T-Code, P-Code, or Vendor code	HAD	Public	Daily	Daily
Senior Grant Program	LACDA	SGP data management, reporting and generate project documents	The Senior Grant Program MS Access database is designed (IT Managed) with document templates that are used to store critical project/client information; generate construction bid documents, populate required funding documents; enter/report project critical path; and generate custom project status reports .	HIF	Housing Strategies	As needed	As needed
Solicitation	LACDA	The LACDA open solicitation site allows businesses to view and download open solicitation packages and register as vendors.	Collects solicitation information and vendor information	ASD	Procurement	As needed	As needed
SSRS Portal	Microsoft	SQL Server Reporting Services portal hosts reports for applications.	Report Data based on division's requirements	All	All	As needed	As needed
SymPro	Emphasys	Treasury Accounting	All Investments data	FAB	Units within Division	As needed	As needed
Universal Notice of Fund Availability (UNOFA)	3Di Systems	The system is used by LACDA, HACLA, and LAHD to receive NOFA applications from the public. This systems allow the three agencies to announce their NOFA rounds and send emails to their mailing list.	Collects project applications from applicants interested in NOFA funds. The portal allows applicants to complete the NOFA application and submit documents. The LACDA is able to download all documents submitted.	HIF	Unit within Division	1-2 times a year	1-2 times a year
Yardi	Yardi Systems, Inc	Uses to track and manage housing program-related activities.	Captures tenant records, inspection details, landlord information, and financial transactions.	HAD, HOD, FAB, CDD	Units within Divisions	Daily	Daily
Yardi Inspection IOS App	Yardi	Inspection app	Inspectors conduct inspection using the iOS App	HOD	Unit within Division	Daily	Daily
Yardi Work Order IOS App	Yardi	Work Order app	Manage and records work orders	HOD	Unit within Division	Daily	Daily
YardiLaserfiche	LACDA	Service laserfiche on yardi	Links Yardi Resident to LaserFish scan documents	HAD, HOD	Units within Division	Daily	Daily