



# WeaverPRM™

## WeaverPRM Features and Functionality

### Overview:

Bringing in-depth portfolio tracking and program management capabilities, WeaverPRM integrates workflow, dwelling, and homeowner information into a cloud-based application designed to organize and manage parcel and property-based activities for affordable housing development and long-term stewardship.

WeaverPRM provides key features and functionality to help day-to-day operations in housing development organizations.

#### Key Strengths/Benefits:

- Robust construction management
- Resident demographics
- Structured data export to a variety of formats, including MS Access
- Unlimited users
- Integration with optional add-on modules
  - GIS and field reporting
  - Web-based portal to provide access for residents

#### Features:

##### *Calendar*

- Create meetings involving team members and residents; associate them with specific building units.
- Send meeting invitations automatically to attendees.
- Send WeaverPRM events to Google calendar.

##### *Case Management*

- Group scheduled meetings and resident communications for a complete record for ongoing monitoring and historical

tracking.

##### *Checklists*

- Associate a list of grouped activities or tasks to projects, buildings, units, parcels, and homeowners.
- Assign checklists, tasks, and due dates to one or more individuals.

##### *Communications*

- Create detailed records of communications with residents and team members.
- Create mail merged documents with MS Word templates.

##### *Contacts*

- Create contact records to track the people and organizations that own or lease property (parcels, buildings, or units).
- Add detailed demographic information about contacts for reporting to funders and inventory resident skills and occupations.

### Demographics

- Track a variety of characteristics about applicants and residents, including race/ethnicity, accessibility needs, skills, language, and education.

### Dashboard

- View active cases, upcoming meetings, checklists, and critical communications at a glance.

### Documents

- Attach documents to virtually any element in WeaverPRM, including phases, parcels, buildings, units, communications, cases, contacts, and grants.
- Locate any document easily through filtered search in the documents tab regardless of where it was uploaded.

### Grants

- Track critical dates funding sources and budgetes project allocation.
- Distribute one grant to one or more project phases.

### Notes

- Associate a note with any element project, parcel, units, or contract.

### Parcel/Building/Unit

- Track parcel, building, and unit information.
- Inventory multiple buildings on a single parcel.
- Inventory multi-family and apartment buildings.

### Product Warranty

- Assign products to individual building units with warranty duration and manufacturer's warranty information.
- Quick lookup for each unit for status of contractor and product warranties for quick follow up on warranty calls.

### Project and Phases

- Create and track milestones, work assignments, change orders, and notes.
- Associate building units and grant funding to project phases.

### Project Team

- Organize team members with their organizations.
- Create centralized list of building products for vendor organizations.

### Reports

- Mailing lists.
- Project milestones and status.
- Grant spending and project progress.
- Use tabular report format to analyze and present data.
- Download report or static view to PDF, spreadsheet, or MS Word.

### Security

- Customize role-based user access to view modules and read, view, edit, or delete records.

### Optional Modules

- WeaverConnect enables two-way sharing of information for residents.
- WeaverFieldReporting enables vendors and contractors to report directly to WeaverPRM.
- WeaverGIS extends the reach of your data with visualization tools, integration with external data sources, and detailed mapping options.

#### What WeaverPRM Can Do for You

- Land inventory and reuse planning
- Project, grant, and construction tracking
- Homeowner communication management
- Reporting and document management
- Construction and warranty tracking
- Enterprize task management

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