



HOUSING
PARTNERSHIP
NETWORK

HPN Property Report Knowledge Center

January 2019
Housing Partnership Network

Property Report

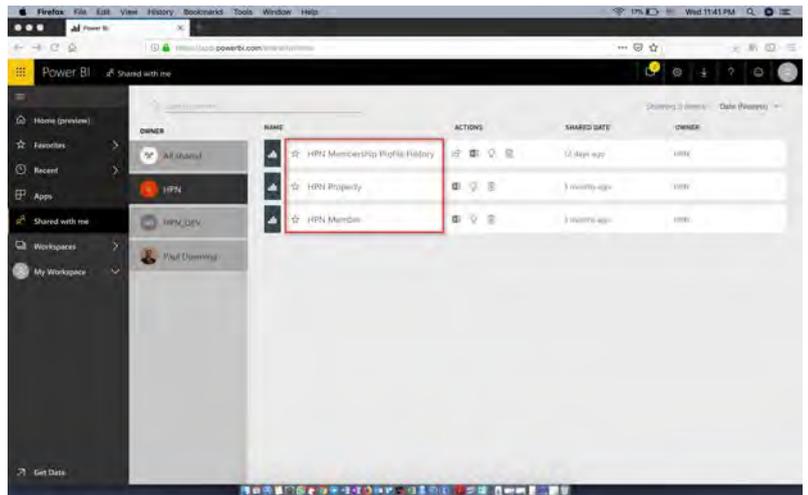
HPNKC.COM

To access the Knowledge Center (KC), please go to hpnkc.com



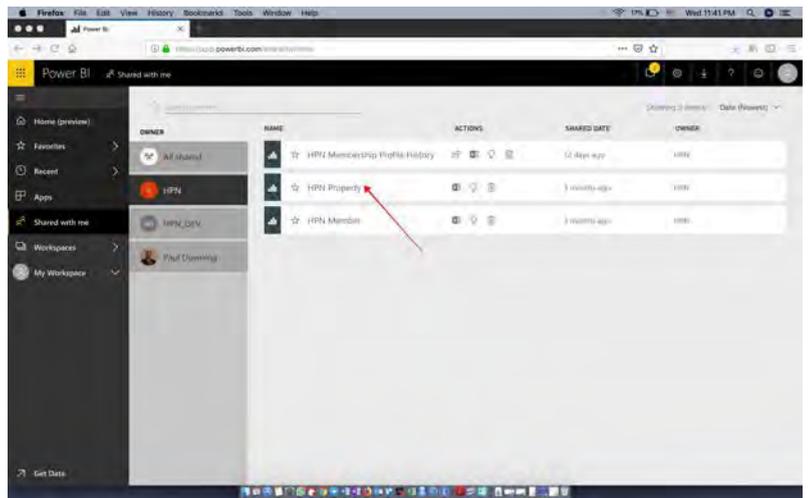
KC/Power BI Landing Page

Once you enter this page, you will see three reports under the "Shared with me" tab in the navigation menu: HPN Membership Profile History, HPN Property, and HPN Member.



Click on "HPN Property"

The HPN property report provides access to property data for all members that own or manage rental housing.



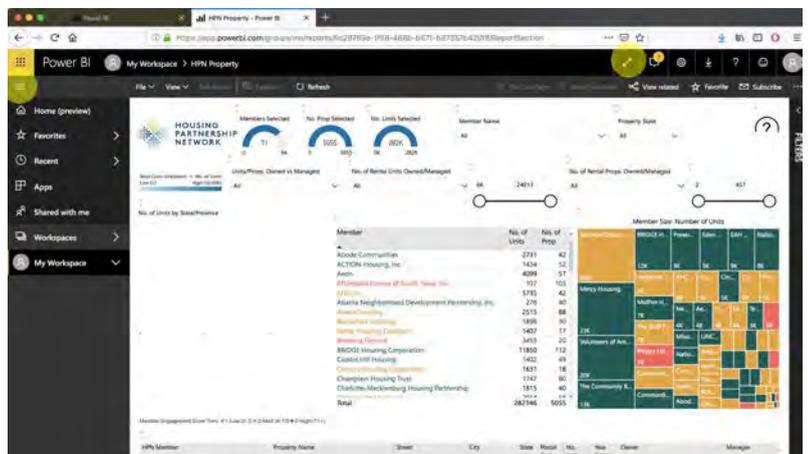
Note: HPN property data is still entered and stored in Salesforce. Salesforce will remain our day-to-day system for operational needs. KC provides enhanced visualization and analytical functionality, including the ability to quickly and easily filter member property data.

How to get a larger view of the report

To get a larger view of the report you can:

1- Click on the Hamburger Icon on the left side to hide the navigation bar

2- Click on the Fullscreen Arrow to enter into a full screen mode

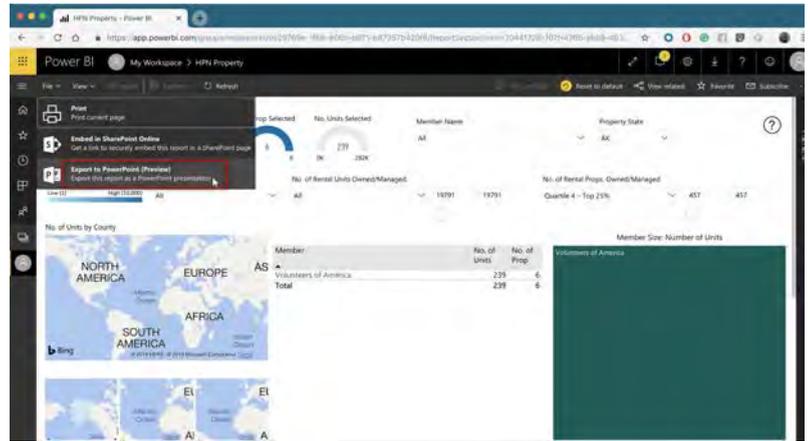


Export report as a PowerPoint presentation

You can export the entire property report into a powerpoint presentation.

However, please note that

any selections/filters that you make on the report will not be reflected in the Powerpoint presentation (the default filters/settings are exported to PowerPoint). The exported images are vector files, meaning you can enlarge them without pixelation/graininess.



Property Pages

Basic Property

The first page you will see is the Basic Property page.

Here, you can find general property data for all members that own rental housing



Please note that the total number of members in the property report may not equal the total number of HPN members. This is because not all HPN members own or manage properties. In this case, we have 71 HPN members out of 94 that reported that they own or manage properties.

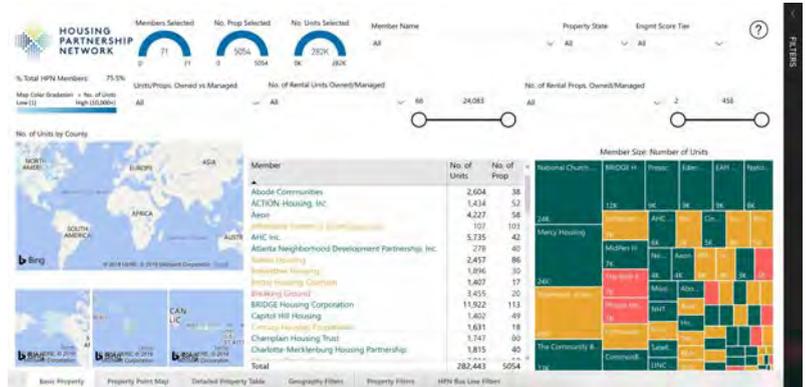
*On the upper left corner, you can see **% Total HPN members**, which shows you the percentage of the total HPN members in the report and **Members Selected** gauge which shows the number of members who own/manage rental properties.*

In the bottom of the Basic Property page, you will find a table with more information on the members. This allows you to easily see the member business line info without having to travel to the Member Report to find out what the filtered members do (rental development, for-sale, property management, etc.).

Member Name	Engagement Score	City	State	Counseling	Lead Dir	Lead Dir Housing	Property Mgmt	Asset Mgmt	Res Services	Commercial Dev	Consumer Mktg Lending	Equity Syndication
Abode Communities	17	Los Angeles	CA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
ACTION Housing, Inc.	17	Brookline	MA	Active	Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	15	Monroeville	PA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	4	Atlanta	GA	Active	Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	11	Atlanta	GA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	14	Atlanta	GA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	8	Portland	ME	Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	7	Seattle	WA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	5	Richmond	VA	Not Active	Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	2	New York	NY	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	20	San Francisco	CA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	13	Seattle	WA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active
AHC, Inc.	4	Colum City	CA	Not Active	Not Active	Active	Active	Active	Active	Not Active	Not Active	Not Active

Dynamic Pages

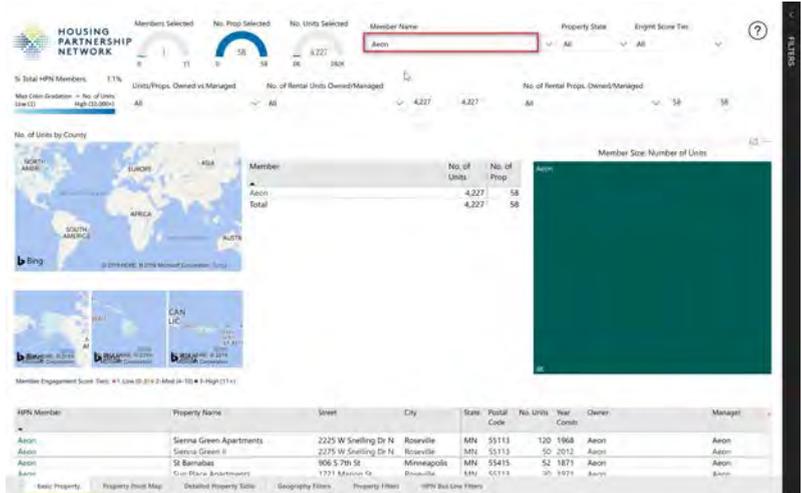
All report pages are dynamic. The filters you select will be applied to your entire report. For example, as you make specific selections, you will see the numbers of the three slicers on the top left corner adjust to reflect those selections.



Dynamic Page: Example

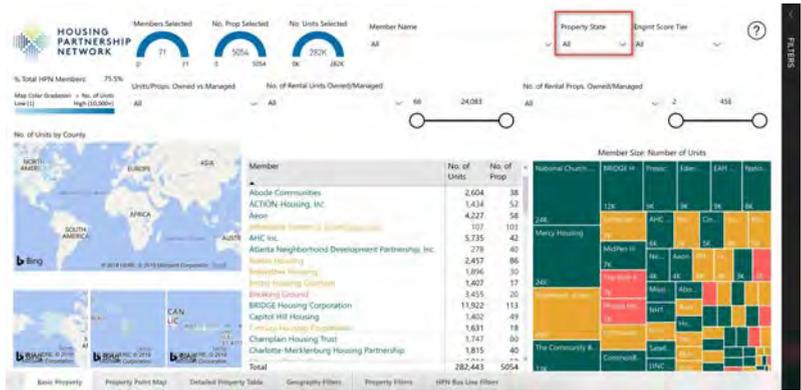
For example: When clicking on "Aeon" from the Member Name filter, the report automatically changes to reflect this selection.

Member selected shows 1, the table shows only the properties that belong to the member, and the map highlighted the states where the member has units owned or managed.



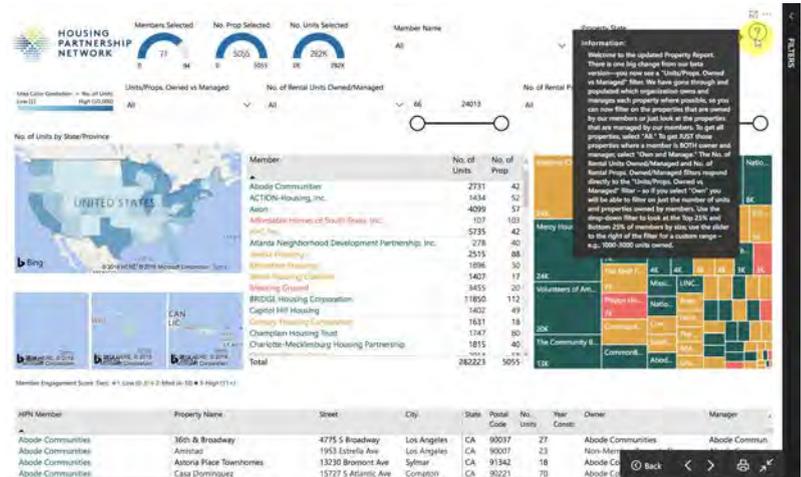
Property State

Property State refers to the State where a property is located.



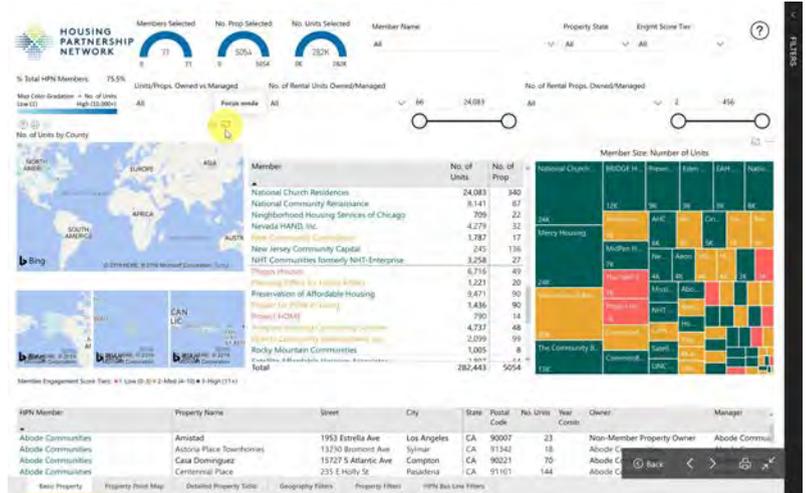
Question mark icon

Click on the **question mark icon** to get more information on any changes and updates to the report.



Focus Mode

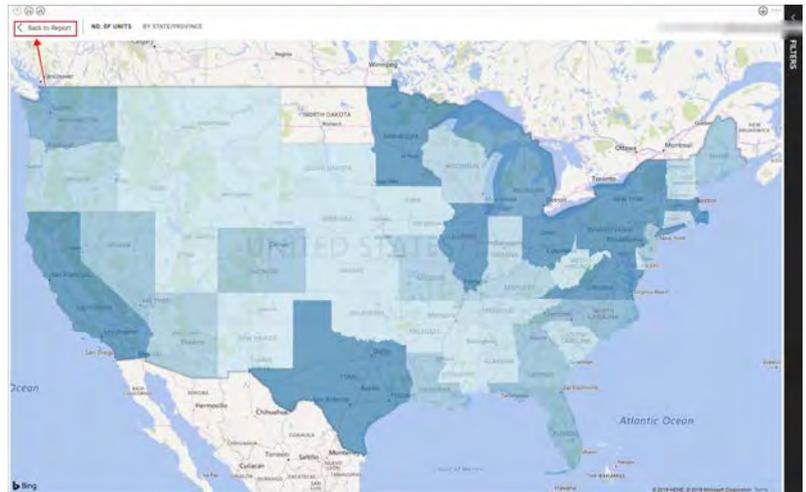
Focus mode lets you expand (pop out) a dashboard tile or report visual to see more detail. Maybe you have a dashboard or report that is a little crowded and you want to zoom in on only one visual. This is a perfect use of focus mode.



Focus Mode

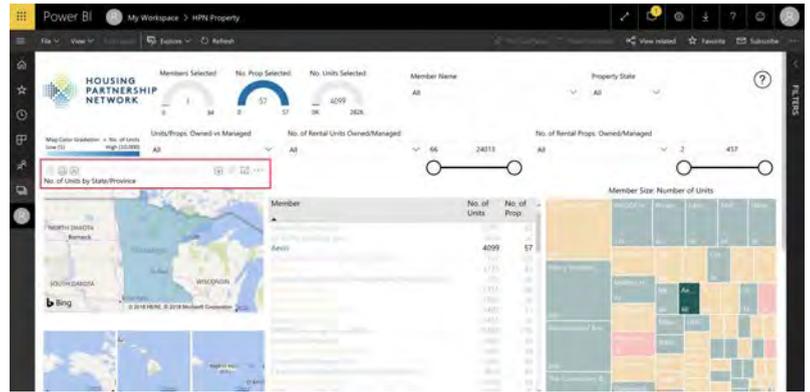
When clicking on focus mode for the map, it will open and fill the entire canvas. While in focus mode, you can interact with any filters that were applied when this visual was created.

*To exit Focus mode, select **Back to Report**.*

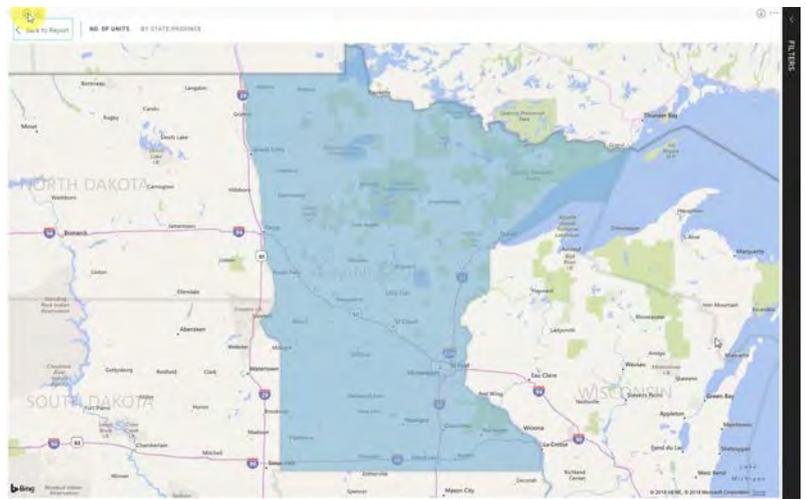


Geographic Hierarchies

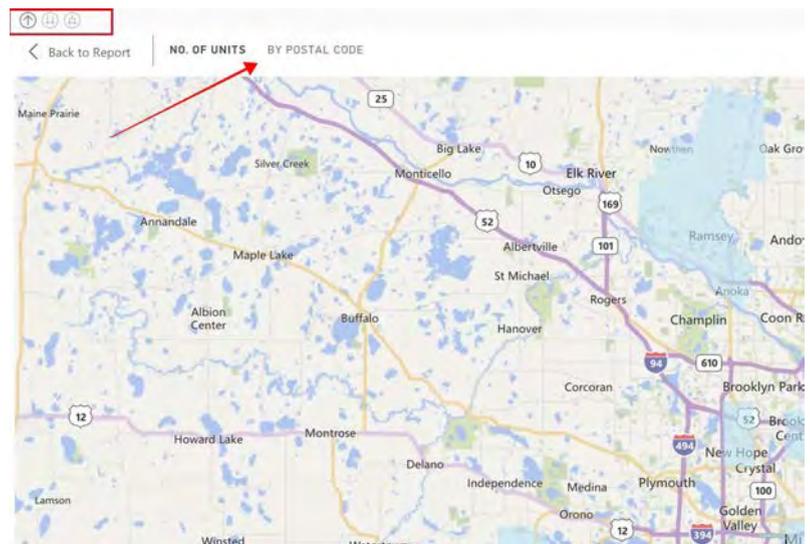
Maps have geographic hierarchies. You can use the drill down (or drill up) button to view the properties at a different geographic level, e.g., state, city, zip, etc.



For example, the default view is to see the properties grouped by state

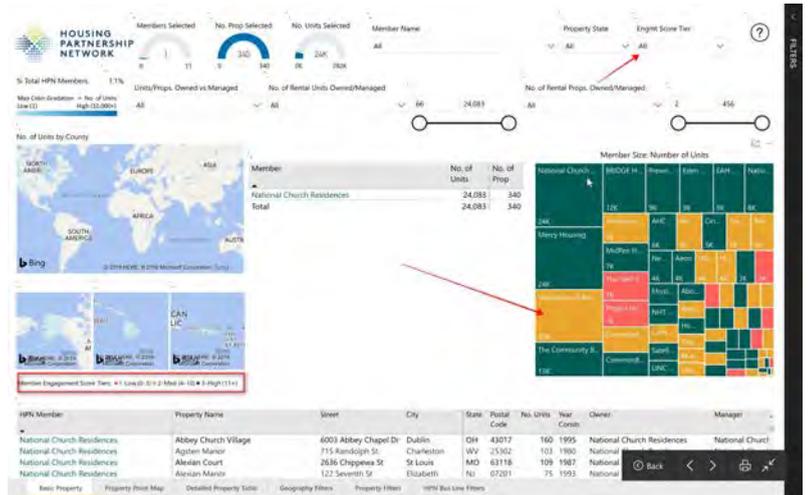


After clicking on drill down 2 times, you can see the properties grouped by zip code.



Member Engagement Score

All HPN members are categorized in three different colors to reflect their member engagement score with HPN. The members name will always be color-coded according to their score.



Member Engagement Score Tier:

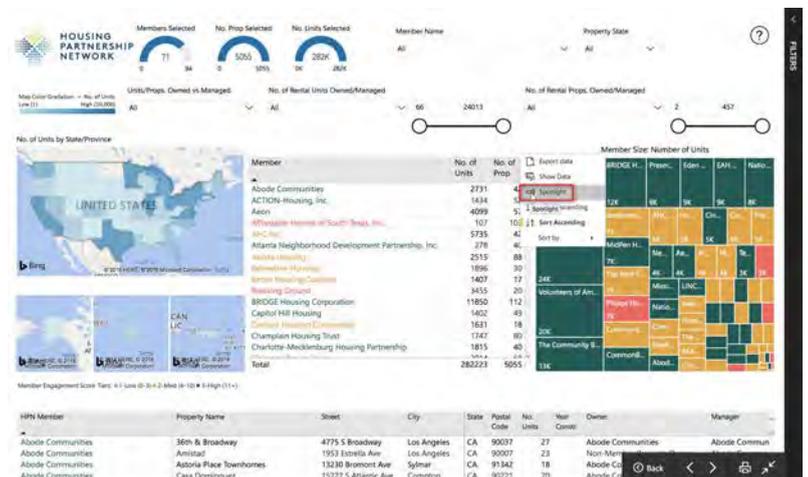
Green - High (+11)

Yellow - Medium (4 - 10)

Red - Low (0 - 3)

Click on "Spotlight"

To highlight one of the tiles, you can click on *spotlight*.



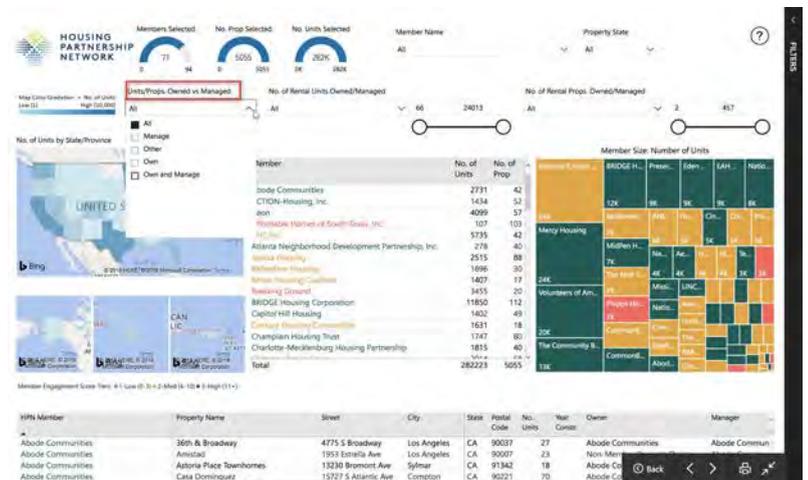
Exiting "Spotlight" Mode

To exit the spotlight mode, simply click anywhere outside the tile.



Units/Properties Owned vs. Managed

The filter **Units/Props Owned vs Managed** allows you to filter the properties and units in several ways:



All: You can see all

units/props that belong to a member

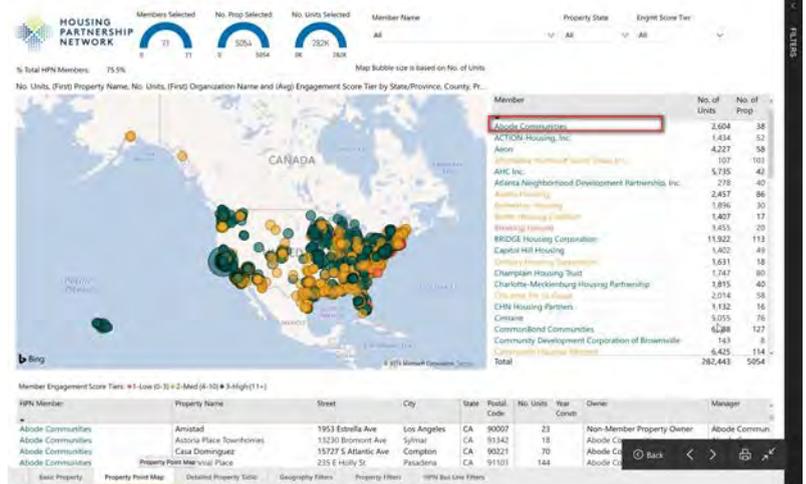
Manage: units/props that members manage only

Own: units/props that members own only

Own and Manage: units/properties that a member owns **and** manages

Property Point Map

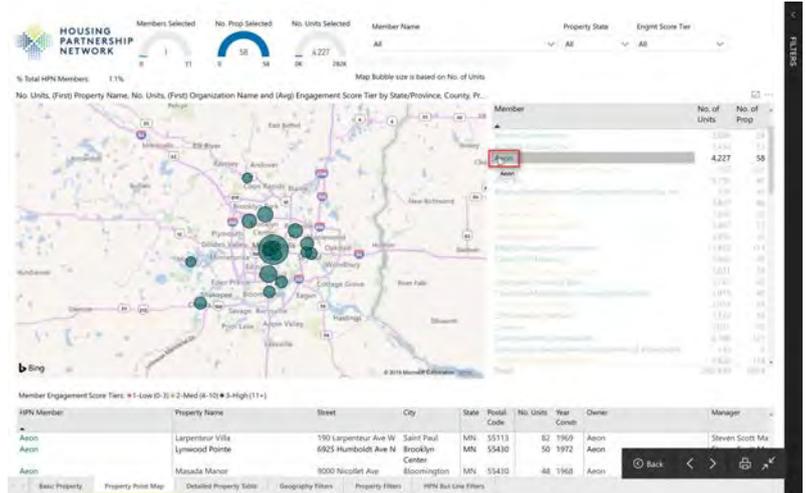
The second page, **Property Point Map**, includes the location of each member property color-coded by engagement tier.



This page allows you to see the location of each member property across the country at varying geographic hierarchies (state, county, city, zip, address) color-coded by member engagement tier

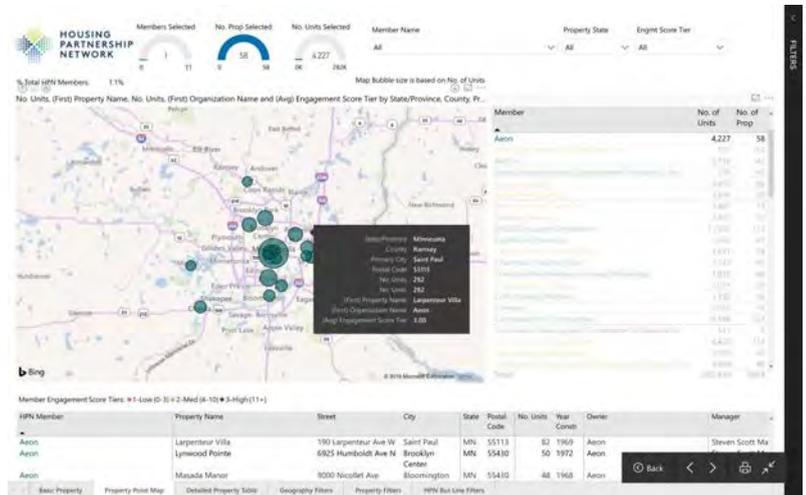
Example

For example, if you click on "Aeon" the map will zoom to the state that has Aeon properties and the table will show you all properties where Aeon is either a manager or an owner.



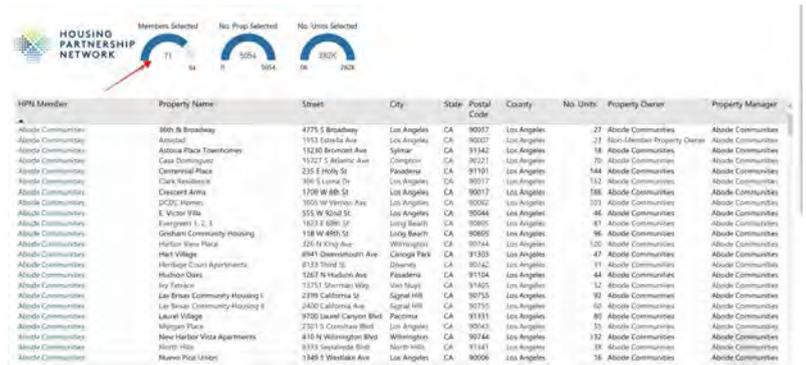
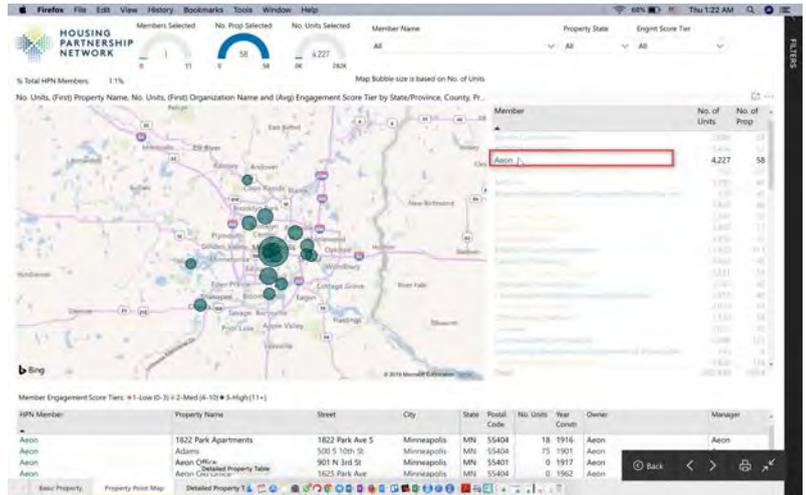
Map Tooltips

When you hover over one of the properties, you can see more information about the property including the name, number of units and location.



Highlight vs. Filter

If you click on any of the data presented in the visuals (graphs, tree map, etc...), it will filter all the information in the page to reflect the selection. This action is called **highlighting**. To select more than one data point through highlighting, you can hit **Ctrl**.



Filtering

If you want your selection to save and carry over to additional pages of the report, you must use a filter rather than selecting on something (highlighting) in a visual or table.



Filtering saves your selection and carries it over to any other page in the report.

HPN Member	Property Name	Street	City	State	Postal Code	County	No. Units	Number of Residents (Est)	Property Owner
Aeon	1822 Park Apartments	1822 Park Ave S	Minneapolis	MN	55402	Hennepin	18	3630	Aeon
Aeon	Julian	5201 10th St	Minneapolis	MN	55414	Hennepin	75	15170	Aeon
Aeon	Aeon Office	801 N 3rd St	Minneapolis	MN	55401	Hennepin	0	030	Aeon
Aeon	Aeon Old Office	1625 Park Ave	Minneapolis	MN	55404	Hennepin	0	230	Aeon
Aeon	Adeline	775 E 16th St	Minneapolis	MN	55404	Hennepin	128	23210	Aeon
Aeon	Adeline Addition	114 E 17th St	Minneapolis	MN	55404	Hennepin	41	12120	Aeon
Aeon	Artors	38 W 93rd St	Bloomington	MN	55420	Hennepin	35	11270	Aeon
Aeon	Arvidson	1825 First Ave S	Minneapolis	MN	55401	Hennepin	92	5170	Aeon
Aeon	Samson	1005 AppleDale Ave	Minneapolis	MN	55454	Hennepin	58	11850	Aeon
Aeon	Nashua Hill Apartments	2020 Commerce Blvd	Stcloud	MN	55044	Hennepin	50	10250	Aeon
Aeon	Nashua Hill Walkhomes	2100 Nashua Rd	Stcloud	MN	55044	Hennepin	18	3230	Aeon
Aeon	Barrington	611 Park Ave	Minneapolis	MN	55404	Hennepin	26	1320	Aeon
Aeon	Basin Lake Crossing	5801 Quaker Ave N	New Hope	MN	55428	Hennepin	142	28750	Aeon
Aeon	Ball Manor	1315 Chicago Ave	Minneapolis	MN	55404	Hennepin	88	1750	Aeon
Aeon	Covington Drive	4918 Humboldt Ave N	Minneapolis	MN	55430	Hennepin	128	26240	Aeon
Aeon	Cedar Gate	8300 Old Cedar Ave S	Bloomington	MN	55425	Hennepin	48	1840	Aeon
Total							4,227	846535	

HPN Member	Property Name	Street	City	State	Postal Code	County	No. Units	Number of Residents (Est)	Property Owner
Aeon	1822 Park Apartments	1822 Park Ave S	Minneapolis	MN	55402	Hennepin	18	3630	Aeon
Aeon	Julian	5201 10th St	Minneapolis	MN	55414	Hennepin	75	15170	Aeon
Aeon	Aeon Office	801 N 3rd St	Minneapolis	MN	55401	Hennepin	0	030	Aeon
Aeon	Aeon Old Office	1625 Park Ave	Minneapolis	MN	55404	Hennepin	0	230	Aeon
Aeon	Adeline	775 E 16th St	Minneapolis	MN	55404	Hennepin	128	23210	Aeon
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Aeon	Nashua Hill Walkhomes	2100 Nashua Rd	Stcloud	MN	55044	Hennepin	18	3230	Aeon
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Aeon	Cedar Gate	8300 Old Cedar Ave S	Bloomington	MN	55425	Hennepin	48	1840	Aeon
Total							4,227	846535	

Detailed Property Table

The third page, Detailed Property table, includes expanded information on member properties designed for sorting or export to Excel.

HPN Member	Property Name	Street	City	State	Postal Code	County	No. Units	Number of Residents (Est)	Property Owner
Abode Communities	Amstad	1953 Estrella Ave	Los Angeles	CA	90061	Los Angeles	23	4715	Non-Member Property E
Abode Communities	Ardena Plaza Townhomes	1220 Brimwood Ave	Sylmar	CA	91114	Los Angeles	18	8030	Abode Communities
Abode Communities	Casa Dominguez	15321 S Adams Ave	Compton	CA	90221	Los Angeles	10	14250	Abode Communities
Abode Communities	Commercial Plaza	225 E Holly St	Pasadena	CA	91101	Los Angeles	144	29220	Abode Communities
Abode Communities	Clark Residence	806 S Loma Dr	Los Angeles	CA	90017	Los Angeles	152	31180	Abode Communities
Abode Communities	Claydon Army	1780 W 9th St	Los Angeles	CA	90017	Los Angeles	186	38130	Abode Communities
Abode Communities	DCDC Homes	1625 W Wilson Ave	Los Angeles	CA	90062	Los Angeles	109	21515	Abode Communities
Abode Communities	F. Victor Villa	155 W 9th St	Los Angeles	CA	90044	Los Angeles	66	90300	Abode Communities
Abode Communities	Evergreen T. 2, 3	1622 E 68th St	Long Beach	CA	90805	Los Angeles	81	16800	Abode Communities
Abode Communities	Graceland Community Housing	718 W 98th St	Long Beach	CA	90805	Los Angeles	96	19680	Abode Communities
Abode Communities	Harbor View Place	126 N King Ave	Wilmington	CA	90744	Los Angeles	130	24600	Abode Communities
Abode Communities	Hart Village	6461 Chathamouth Ave	Caroga Park	CA	91503	Los Angeles	47	9630	Abode Communities
Abode Communities	Heritage Court Apartments	8133 Floral St	Downey	CA	90242	Los Angeles	31	6355	Abode Communities
Abode Communities	Hudson Oaks	1287 N Hudson Ave	Fullerton	CA	91104	Los Angeles	44	90200	Abode Communities
Abode Communities	Map Terrace	1371 S Sherman Way	Van Nuys	CA	91406	Los Angeles	52	10840	Abode Communities
Abode Communities	Las Brava Community Housing I	7399 California St	Signal Hill	CA	90755	Los Angeles	62	10080	Abode Communities
Total							282,643	548,079.57	

To Export Data

Click on the three dots

HPN Member	Property Name	Street	City	State	Postal Code	County	No. Units	Property Owner	Property Manager
Abode Communities	38th & Broadway	4775 S Broadway	Los Angeles	CA	90031	Los Angeles	27	Abode Communities	Abode Communities
Abode Communities	Armadillo	1951 Estrella Ave	Los Angeles	CA	90007	Los Angeles	23	Non-Member Property Owner	Abode Communities
Abode Communities	Astoria Place Townhomes	13230 Belmont Ave	Spokane	CA	91342	Los Angeles	18	Abode Communities	Abode Communities
Abode Communities	Camino Del Mar	528 N King Ave	Wilmington	CA	90744	Los Angeles	88	Mercy Housing	Abode Communities

Click on "Export data"

HPN Member	Property Name	Street	City	State	Postal Code	County	No. Units	Property Owner	Property Manager
Abode Communities	38th & Broadway	4775 S Broadway	Los Angeles	CA	90031	Los Angeles	27	Abode Communities	Abode Communities
Abode Communities	Armadillo	1951 Estrella Ave	Los Angeles	CA	90007	Los Angeles	23	Non-Member Property Owner	Abode Communities
Abode Communities	Astoria Place Townhomes	13230 Belmont Ave	Spokane	CA	91342	Los Angeles	18	Abode Communities	Abode Communities
Abode Communities	Camino Del Mar	528 N King Ave	Wilmington	CA	90744	Los Angeles	88	Mercy Housing	Abode Communities

Choose the file format and confirm export by clicking on "Export"

Export data

Which data would you like to export?

Summarized data

Underlying data

File format:

xlsx (Excel)

Data exports with all applied filters.

For large data models, only a limited number of rows can be exported. [Learn more](#)

Export **Cancel**

Geographic filters

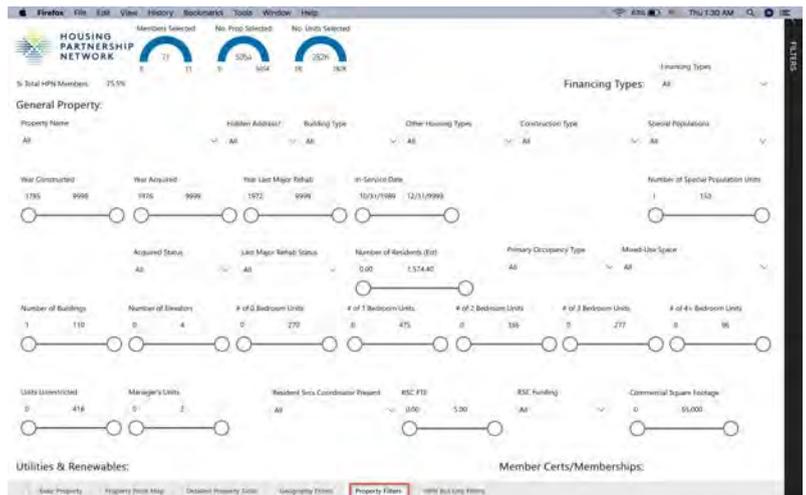
Geographic filters allows you to filter by region and metro area across all pages of the report

You can use this page if you want to see member properties by US region or metro area. (Note: Must navigate back to other report pages to see impact of these filters.)



Property Filters

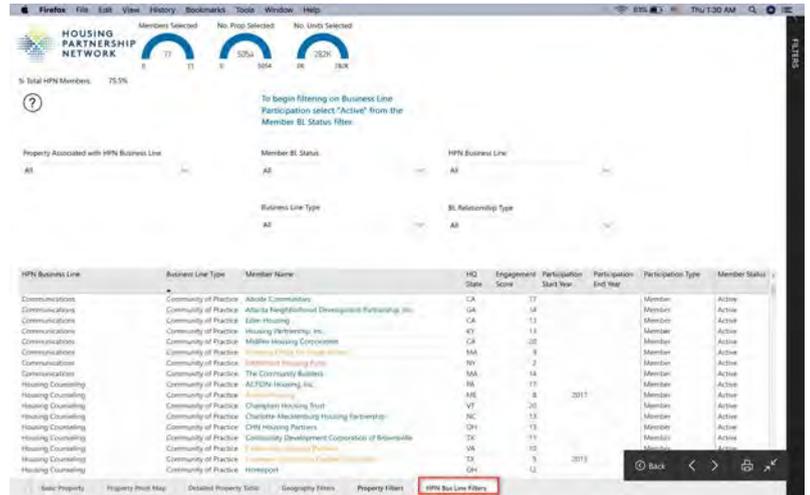
Property Filters page allows you to filter properties based on any collected data, such as Construction Type, Primary Occupancy Type (target population), and Year Constructed. (Note: Must navigate back to other report pages to see impact of these filters.)



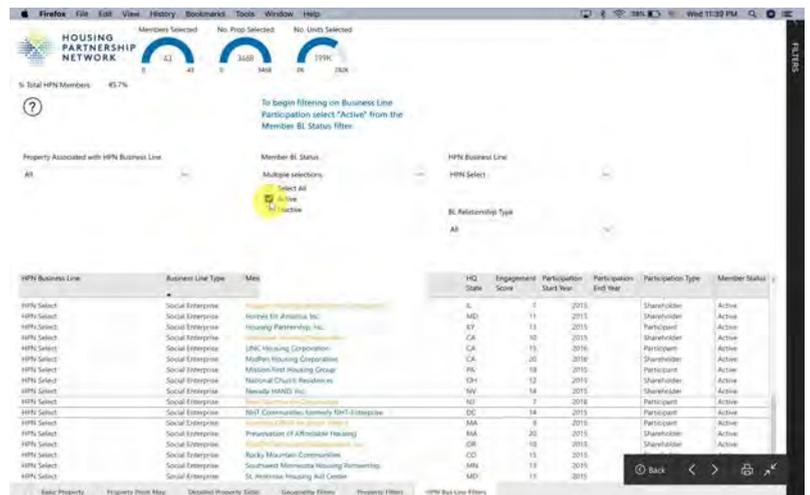
Please refer to the data dictionary if you need assistance with use of these filters.

HPN Bus Line Filters

This page allows you to filter properties based on HPN business line participation – whether the **MEMBER** participates in an HPN business line (e.g., **Select**) or whether the **PROPERTY** is associated with an HPN business line (e.g., **insured by HPIEx**).



After selecting the HPN Business Line, use **Member BL Status** to select only the active members in the business line.



Click on "Reset to default"

To clear ALL selections made in the report, you can click on the "Reset to default" function.

