

# *Housing Credits 250: Mastering Site Compliance*

## *Day #1 – Wednesday, June 16, 2010*

**8:30-9:00 AM            REGISTRATION**

**9:00-9:30 AM            Opening Session & Introductions**

**9:30-11:00 AM           Eligibility Rules**

*General Explanation of Site Compliance*  
*Initially Applicant Eligibility*  
*Full-time Students*  
*Section 8 Voucher Holders*

**11:00-12:00 PM        Verifications & Documentation**

*HUD 4350.3 Verification Procedures*  
*Less than \$5000 Affidavit*  
*Tenant Income Certification (TIC)*  
*Tenant Files*  
*Surviving a Housing Credit Audit*

**12:00-1:00 PM        LUNCH**

**2:00-4:00 PM            Income Eligibility**

*Income Inclusions & Exclusions*  
*Asset Inclusions & Exclusions*  
*Calculations*  
*Case Studies*  
*Differences Between Section 8 Method & Housing Credit Method*

**4:00-4:30 PM            Questions**

**4:30 PM                    END OF DAY #1**

## *Day #2 – Thursday, June 17, 2010*

**8:30-9:00 AM            NETWORKING**

**9:00-9:30 AM            Questions & Open Discussion**

**9:30-12:00 NOON        Special Rules**

*Applicable Fraction*  
*Unit Eligibility*  
*Recertifications*  
*Available Unit Rule*  
*Unit Transfers*  
*Unit Vacancy Rule*

**12:00-1:00 PM        LUNCH**

**1:00-2:30 PM            Fair Housing on Housing Credit Properties**

*General Public Use*  
*Memo of Understanding*  
*Fair Housing Laws*  
*Federal Protected Classes*  
*Common Pitfalls*

**2:30-4:30 PM            Questions/Exam Prep**

**4:30 PM                    END OF DAY #2**