

A deep dive into rent calculation

Wednesday - Thursday, July 27- 28, 2022, Indiana, PA

“This is a tough class!” says course instructor MaryAnn Russ. “*But attendees leave with a new ability to correctly calculate income and rent.*”

Having reviewed thousands of PHA files, Ms. Russ has learned that most errors in these calculations are a matter of bad data entry. Most authorities utilize software to handle their PH and HCV calculations, but if you enter the wrong annual income or wrong deductions, the software is not going to generate the correct rent or correct subsidy eligibility.

Therefore, the entire point of this class is for participants to actually understand what the software is doing by learning it manually. It is a VERY technical class, designed for HA staff members who actually take the applications and do recerts. The course workbook (which Ms. Russ says is unlike anything else out there) and the numerous handouts **cover both PH and HCV income and rent determinations, so that all class participants are fully cross-trained.** *(See reverse side for key seminar topics.)*

The **optional certification exam** is a long case study. It is open-book – participants can use the workbook and all the materials utilized during the class. The intent is for people to know how to look up information and be able to figure out the correct way to handle a situation. Everyone receives back their corrected exam, with notes so they will know what errors they made. Those that pass will receive a certificate, suitable for framing.

MaryAnn Russ, CEO/President, Off the Grid Consulting, has held numerous high-level positions including HUD Deputy Assistant Secretary for Public and Assisted Housing, Executive Director of the Council of Large Public Housing Authorities, Executive Director of the Wilmington (DE) Housing Authority, Director of Training at the National Center for Housing Management, Principal Associate for Abt Associates, and most recently as the CEO and President of the Dallas Housing Authority, the largest housing authority in Texas. During her tenure there, the public housing and Housing Choice Voucher programs went from HUD’s troubled agency list to high performer status

Seminar Registration	Due: Friday, July 15, 2022
Return enclosed registration form with seminar fee to Western Pennsylvania Housing Directors Association.	
Seminar Cost	WPHDA member: \$350/person Non-member: \$375/person (Fee includes seminar workbook, worksheets, case studies and answer keys, lunches and breaks.)
Seminar Location	Hilton Garden Inn, 714 Pratt Drive, Indiana, PA 15705
A group rate of \$96/night plus taxes is available at the hotel until Thursday, June 30 . Call 724-349-2222 for reservations.	

Questions? Contact Julie Kascal at events@wphda.org or 412-661-0591.



AGENDA: A deep dive into rent calculation

Wednesday, July 27, 2022

Registration: 8:00 a.m. Seminar: 8:30 a.m. - 5:00 p.m. Lunch: 12:00 - 1:00 p.m.

Thursday, July 28, 2022

Seminar: 8:30 a.m. - 11:30 p.m. Lunch: 11:30 - 12:30 p.m.

Certification Exam (optional): 12:30 - 4:30 p.m.

SEMINAR TOPICS

Pre-Test

Eligibility for admission (income, family composition, citizenship/eligible immigration status, social security numbers , screening)

Annual income/excluded income (for eligibility and rent)

Two annual income case studies

Two adjusted income case studies

Verification requirements and approaches

Rent (PH and PBV) and Rent and HAP (HCV)

Two case studies on rent (and HAP for HCV)

Earned Income Disallowance

Two case studies on EID

Review of all materials

Certification exam (optional)