

Mastering income and rent calculation

Tuesday - Wednesday, April 25- 26, 2023, 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.*”

It is also a VERY technical class, designed for HA staff members who actually take the applications and do recerts. The course workbook (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.)

Ms. Russ will be teaching this class according to existing regulations, *BUT class discussions and the workbook will call out where new HOTMA rules will affect income and rent determinations starting January, 2023.* This will help attendees begin to prepare for the changes.

The **optional certification exam** is a long case study. It is open-book – participants can use the workbook and class materials. The intent is for people to know how to look up information and figure out the correct way to handle a situation. Corrected exams are returned with notes, so everyone sees their errors. 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, April 14, 2023
Return enclosed registration form with seminar fee to Western Pennsylvania Housing Directors Association.	
Seminar Cost	WPHDA member: \$350/person Non-member: \$375/person Optional exam fee: \$50 (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 \$98/night plus taxes is available at the hotel until Friday, March 31 . Call 724-349-2222 for reservations.	

Questions? Call 412-661- 0591 or email events@wphda.org.



AGENDA: Mastering income and rent calculation

Tuesday, April 25, 2023

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

Wednesday, April 26, 2023

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)