

Registration Form MT Spring Workshop

Please complete a separate form for each registrant

Name

Property or Company

Address

City/State/Zip

Phone

Fax

Email

Fees: *(After 04/21/09 add \$25 to fee)*

AHMA Member Registration Fee \$225.00

Non-Member Registration Fee \$325.00

Projects participating in the PBS8 program can request a subsidy of \$150 per property to defray expenses. The registration fee paid to AHMA can be reduced by \$150. Rocky AHMA greatly appreciates the support of the State of Montana PBS8 program.

Method of Payment

MasterCard American Express
 Visa Check# _____

Credit Card Number

Expiration

*Make checks payable to: AHMA
Mail—PO Box 21182, Denver, CO 80221
Fax—(303) 957-2378
Register online—www.rockyahma.org*

Cancellation Policy: Cancellations **IN WRITING** will be accepted with a full refund (minus a \$25 processing fee) up to April 21, 2009. Substitutions, but no refunds will be made after that time. We reserve the right to bill no shows.

Payment is required PRIOR to seminar admittance.

Montana Spring Workshop

**Tuesday, April 28th
8:30am-5:00pm**

&

**Wednesday, April 29th
9:00am-12:00pm**

**Best Western Helena Great
Northern Hotel
835 Great Northern Blvd.
Helena, MT 59601
Phone: (406) 457-5500**

TRACS 202C & iMAX

In December 2008, HUD will be releasing an update to significantly enhance the TRACS submission process. The update will drive changes to your site operations. We will discuss HUD's plan to:

- Replace TRACSMail with iMAX
- TRACS 202C Update
- Require Secure Systems access for each user for TRACS submissions
- Revise HUD Form 50059
- Add HUD Form 50059-A for partial certification submissions (MO, UT, GRC, TM)
- Require more timely reporting of certification activity
- Modify the 52670 Voucher to enhance usability
- Change the way information is reported on the voucher

EIV

The Enterprise Income Verification System has been introduced as a new verification and discrepancy reporting tool. Find out how to obtain access to EIV and to:

- Develop an EIV Security and Use Policy (including samples)
- Prepare for EIV Monitoring during the Management & Occupancy Review (MOR)
- Verify SSA/SSI and Employment Income

If you have a disability which prevents your full participation in this program, please contact AHMA at 303-840-9803 or fax 303-957-2378. This training site is handicapped accessible.

- Uncover Identity and Income Discrepancies
- Identity applicants who are currently receiving assistance to help avoid dual assistance
- HUD Policy Enhancements Including the Violence Against Women Act

HUD Policy Enhancements Including the Violence Against Women Act

Get the latest information on a variety of HUD compliance issues. We have incorporated tips to help you prepare for the MOR and avoid common findings. Learn about:

- Preparing the site for the MOR
- Clarifications to Current Lease Requirements
- Recently Announced VAWA Requirements
- New forms and notices posted on the HUD website
- Upcoming Notices including notices incorporating changes to Social Security Number Requirements and proposed changes to the Income Calculation

We will also provide you with sample forms and checklists to help with implementation of changes.

Occupancy - Most Common Areas of Confusion

This session will help bring clarity to some of the most common areas of confusion and topics that are considered "grey" areas.

- LEP
- Citizenship/Immigration
- Student Rule
- Calculations

SEMINAR FEE INCLUDES:

- Danish & muffins, coffee, & beverage breaks
- Lunch on first day
- Instruction and materials
- Certificate of completion

YOUR INSTRUCTOR MARY ROSS

Mary Ross (CPO, FHC & MORS) is the President of Ross Business Development. Prior to founding RBD, Mary was Vice President of Implementation and Training for RealPage, Inc., a leader in the development and distribution of software for the multifamily housing industry. Ms. Ross is a nationally recognized expert in property management training and consulting services. For over 15 years, Mary has helped senior executives throughout the industry work successfully to meet changing industry and regulatory requirements.

SANDY ALDRICH

Sandy Aldrich is a Certified Professional of Occupancy (CPO) through the National Affordable Housing Management Association and a National Affordable Housing Professional (NAHP). Sandy is the Occupancy Manager for Danville Development in Corporation in Salt Lake City, Utah. She has been in subsidized housing for 28 years. Sandy has taught and developed many training courses for AHMA.

In partnership with AHMA the State of Montana PBS8 program will generously underwrite \$150 per property in the PBS8 portfolio. Please indicate on the registration form if you qualify.

Accommodations—Rooms are available on a first come first serve basis from \$102.00 at the Best Western Helena Great Northern Hotel. You must make your room reservation by Monday, April 6th by calling **406-457-5500**. **Please mention that you are with Rocky AHMA.**

Continuing Education Units (CEU's)

This seminar is in the process of being approved for CE credit through the State of Montana Board of Realty.