

VIRGINIA ASSOCIATION OF HOUSING AND COMMUNITY DEVELOPMENT OFFICIALS
(VAHCDO) AND
NAN MCKAY AND ASSOCIATES, INC. INVITES YOU TO ATTEND THE

FAMILY SELF-SUFFICIENCY WEB TRAINING
(w/ trainer Adam Ensalaco)

November 29 - December 1, 2022

TRAINING SITE: Online – All registrants will receive an email from the NMA Webinar team 2-3 days before with a link to the Zoom course and the PDF file with course materials and instructions.

SCHEDULE:

8:00 a.m.	Registration
8:30 a.m.	Seminar begins
10:15 a.m.	Morning break
12 noon	Lunch, on your own
2:30 p.m.	Afternoon break
5:00 p.m.	Seminar ends

REGISTRATION FEE: \$925 Seminar & Exam
\$775 Seminar Only

Please make checks payable to: VAHCDO, Attn: Lisa Artis, Post Office Box 797, Newport News, VA 23607. **Please submit registration** and payment no later than **November 7, 2022**. Registration fee includes training, instructional materials, workbook, **Certification Examination** and Certificate of Completion.

THIS IS A GREAT CROSS TRAINING OPPORTUNITY!!!!

CONTACT: Lisa Artis
Telephone: 757-928-2658 Fax: 757-247-6535 Email: lartis@nnrha.org
SPECIAL NOTE: Please, no taping or video recording.

SEMINAR INVOICE and REGISTRATION FORM

FAMILY SELF-SUFFICIENCY WEB TRAINING
November 29-December 1, 2022

Please complete this form and return with payment no later than **November 7, 2022**. Fax number 757-247-6535.

Payment Options	
Check and Mail to:	VAHCDO Attn: Lisa Artis P O Box 797 Newport News, VA 23607
Credit Card: Contact Lance Allen	lallen@stauntonrha.org
Online: Contact Lance Allen	lallen@stauntonrha.org

Please complete a separate form for each participant (PLEASE PRINT):

Name _____
Title _____
Organization _____
Street Address (No P.O. Boxes) _____
City _____ State _____ Zip Code _____
Telephone Number _____ Fax _____
E-mail address _____

If you need a reasonable accommodation or require the features of a reasonable accommodation, please contact Lisa Artis at 757-928-2658 or lartis@nnrha.org



AGENDA
FAMILY SELF-SUFFICIENCY (FSS)
WEB TRAINING

DAY ONE

- 8:00 Registration
- 8:30 Welcome and Introductions
- Course Overview
 - Learning Outcomes
 - Discussion of Self Sufficiency
- 9:30 FSS Basics
- FSS Program Steps and Design
 - Supportive Services and Staff Funding
- 10:15 Break
- 10:30 FSS Basics
- Mandatory Vs. Voluntary Program
 - Determining Mandatory Program Size
- 11:00 FSS Action Plan
- 11:30 Role of the PCC
- 12:00 Lunch (on your own)
- 1:00 FSS Intake and Family Selection
- Eligible Families
 - Preferences and Priorities
 - Denials
- 1:30 Contract of Participation
- Contract Requirements
- 2:30 Break
- 2:45 Contract of Participation
- Individual Training and Service Plans
- 5:00 End of Day One

AGENDA
FAMILY SELF-SUFFICIENCY (FSS)
WEB TRAINING

DAY TWO

- 8:00 Review
- 8:30 Contract of Participation (continued)
- Completion of the Contract
 - Lease Compliance
 - Non-compliance with the Contract
- 10:15 Break
- 10:30 Escrow Account
- How Escrow Works
 - Key Terms and Definitions
 - Income and Rent Calculations
 - Impact of Income Limits
- 12:00 Lunch (on your own)
- 1:00 Escrow Account (continued)
- Crediting the Escrow Account
 - Escrow Interim and Final Disbursements
- 2:00 Escrow Case Studies
- 2:30 Break
- 2:45 Escrow Case Studies
- 4:00 Portability
- FSS Rules for Portability
 - Responsibility of Initial and Receiving HA
 - Contract and Escrow Account Issues
- 5:00 End of Day Two

AGENDA
FAMILY SELF-SUFFICIENCY (FSS)
WEB TRAINING

DAY THREE

- 8:00 **Review**
- 9:00 **FSS Program Evaluation**
- HUD Tracking of the FSS Program
 - FSS 50058 Addenda and Annual Reporting
 - FSS Role in SEMAP and PHAS
- 10:15 **Break**
- 10:30 **Introduction to Case Management**
- Characteristics of Effective Case Managers
 - Case Management Activities
- 11:00 **Avenues to Self-Sufficiency**
- Marketing FSS
 - FSS and Other PHA Programs
 - Factors in Success
- 11:45 **End of Seminar**