

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

HCV SPECIALIST OVERVIEW TRAINING

June 25 – 27, 2019

TRAINING SITE: Alpha College of Real Estate
638 Independence Parkway
Suite 100
Chesapeake, VA 23320

(Entrance on side field of building)
(Building opens at 8:00 a.m.)

SCHEDULE:

8:00 a.m.	Registration/Continental breakfast
8:30 a.m.	Seminar begins
9:45 a.m.	Morning break
12 noon	Lunch, on your own
2:30 p.m.	Afternoon break
5:00 p.m.	Seminar ends

REGISTRATION FEE: \$725.00

Please make checks payable to: VAHCDO, Attn: Valerie Hill Neal, Post Office Box 797, Newport News, VA 23607. Please submit registration and payment no later than **May 20, 2019**. On-site registration accepted. Registration fee includes training, instructional materials, workbook, Certificate of Completion, continental breakfast and refreshments for the three day workshop.

CONTACT: Valerie Hill Neal or Carl V. Williamson
Telephone: 757-928-2620 Fax: 757-247-6535
SPECIAL NOTE: Please, no taping or video recording.

SEMINAR REGISTRATION FORM
HCV Specialist Overview Training
June 25 – 27, 2019

Please complete this form and return with payment on or before **May 20, 2019**.

VAHCDO
Attention: Valerie Hill Neal
Post Office Box 797 Newport News, VA 23607

Please complete a separate form for each participant:

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 Valerie Hill Neal at 757-928-2620 or vneal@nnrha.org.



AGENDA
HOUSING CHOICE VOUCHER
SPECIALIST OVERVIEW

DAY ONE

- 8:00 Registration
- 8:30 Welcome and Introductions
- 8:45 Waiting List Management
- Denial of Assistance
- Screening and Eviction Rule
- Voucher Issuance
- Subsidy Standards
 - Extensions and Suspensions
- 10:15 Break
- 10:30 HUD Required Briefings
- Leasing
- RFTA
 - The Owner's Lease
- Tenancy Addendum
- Overview
- 12:00 Lunch (on your own)
- 1:00 HAP Contract
- Learning Activity
- 2:30 Break
- 2:45 Terminations
- Portability
- Overview
 - Limitations and Residency
 - Responsibilities of IHA, RHA and Family
 - Portability Billing
 - Penalties
- 5:00 End of Day One

AGENDA
HOUSING CHOICE VOUCHER
SPECIALIST OVERVIEW

DAY TWO
RENT CALCULATION

- 8:00 Overview of HUD-50058 Form
Annual Income
 - Inclusions
- 10:15 Break
- 10:30 Annual Income (continued)
 - Imputed Welfare Income
 - Exclusions
- 12:00 Lunch (on your own)
- 1:00 Annual Income (continued)
 - Earned Income Disallowance for Persons with Disabilities (continued)
- 2:30 Break
- 2:45 Assets
 - Market vs. Cash Value
 - Inclusions and Exclusions
- 5:00 End of Day Two

AGENDA
HOUSING CHOICE VOUCHER
SPECIALIST OVERVIEW

DAY THREE

- 8:00 **Adjusted Income Calculation**
- Dependent Allowance
 - Elderly/Disabled Allowance
 - Child Care Allowance
 - Disability Assistance Expenses
 - Medical Expenses
- 10:15 **Break**
- 10:30 **Verification**
- 12:00 **Lunch (on your own)**
- 1:00 **TTP**
- Minimum Rent
- Subsidy/Family Share Calculation**
- Payment Standards
 - Utility Allowances
- 2:30 **Break**
- 2:45 **Subsidy/Family Share Calculation (continued)**
- Housing Choice Voucher Calculation
 - Maximum Family Share
 - Prorated Rent
- 5:00 **End of Seminar**

HOTELS

Hyatt Place, Chesapeake/Greenbrier
709 Eden Way North
Chesapeake, VA 23320
1-888-492-8847
\$119.00 plus tax

Aloft Chesapeake
1454 Crossways Blvd.
Chesapeake, VA 23320
1-877-GO-ALOFT
\$95.00 plus tax
(Code: CFT number 536150, OMG Organization Management rate)

SpringHill Suites Chesapeake
1446 Crossways Blvd.
Chesapeake, VA 23320
(757) 410-9406
\$99.00 plus tax
(Code: OMG Corporate Rate)

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