

ASSISTED HOUSING MANAGER OCCUPANCY TRAINING



June 10-12, 2015

Day One

8:30 AM - 10:00 AM	Introduction and Legislative Update
10:00 AM - 10:30 AM	Civil Rights and Nondiscrimination Requirements
10:30 AM - 12:00 PM	Eligibility for Assistance and Occupancy
12:00 PM - 1:00 PM	Lunch (on your own)
1:00 PM - 2:30 PM	Waiting List and Tenant Selection
2:30 PM - 5:00 PM	Determining Income and Calculating Rent

Day Two

8:30 AM - 12:00 PM	Determining Income and Calculating Rent (cont'd)
12:00 AM - 1:00 PM	Lunch (on your own)
1:00 PM - 2:30 PM	Lease Requirements and Leasing Activities
2:30 PM - 3:00 PM	Recertification, Unit Transfer and Gross Rent Changes
3:00 PM - 4:00 PM	Termination
4:00 PM - 5:00 PM	EIV

Day Three

8:30 AM - 11:00 AM	Test Preparation and Review
11:00 AM - 12:00 PM	Lunch (on your own)
12:00 PM - 4:00 PM	Certification Exam

Register at: www.regonline.com/2015ahmtraining

LaQuinta Inn & Suites
4521 W. 41st St.
Sioux Falls, SD 57104
605.275.4555
Group Rate \$55 "SD Housing Authority"

Register by May 20, 2015
\$400 per person
For Questions Contact:
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