**Managing LIHTC Compliance**

**Agenda**

**First Day (8:30am – 5:00pm)**
- **Property Compliance**
  - Introduction and Brief Overview
  - The importance of “Learning to Fish”
  - What are Tax Credits?
  - “The Players”
  - Details you must know about your development
  - How Credits are calculated
  - 8609 Terms - Eligible and Qualified Basis, Applicable Fraction and Credit Percentages
  - Income and Rent Limits
  - Milestones in the Life of a Property
  - Unique Aspects of LIHTC Acquisition/Rehab
  - Other Key Requirements - Keeping the Next Available Unit and Vacant Unit Rules Straight
  - Fair Housing
  - Combining LIHTC with Other Programs

**Optional HCCP Exam**
- Housing Credit Certified Professional Exam
  - This is the first step in earning your designation with the National Association of Home Builders
  - For more information visit: [www.nahb.org](http://www.nahb.org)

**Second Day (8:30am – 5:00pm)**
- **Certifying Households**
  - Preview of Certification Steps
  - Interview and Applications
  - Determining Household Size
  - Student Status
  - Acceptable Verification Methods
  - Anticipation of Annual Income
  - Income from Assets
    - Asset Types and their Income
    - Imputing Asset Income
    - Assets “Disposed Of”
  - Completing the TIC
  - Completing the Move-in
  - Recertification
  - Monitoring Requirements (“Enjoying” State visits)
  - Updates –Recent IRS developments
  - Q & A

**Third Day Optional HCCP Exam**
- (8:30am – 10:45am) Prep Review
- (11:00am – 1:30pm) HCCP Exam (approximate time)
- 2 ½ hours are allowed to complete the exam

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**Training Location**

Holiday Inn Atlanta Airport South
4669 Airport Blvd
College Park, GA 30337

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**Need a place to stay?**

We recommend staying at the training location hotel:

Holiday Inn Atlanta Airport South
4669 Airport Blvd
College Park, GA 30337
404-487-5000

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**Visit our website for more information**

[www.zeffert.com](http://www.zeffert.com)

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Snacks and refreshments will be provided each day. Lunch is on your own

Please visit our website to register online or obtain the Registration Form - [www.zeffert.com](http://www.zeffert.com)

Email completed registration form to training@zeffert.com – Limited Seating!