



# Public Housing & Housing Choice Voucher Income and Rent Calculations

Updated to Include HOTMA Regulations

Agenda

May 21-23, 2024

8:30 a.m.– 4:30 p.m. (Central Time)

Day 1: Tuesday, May 21	Day 2: Wednesday, May 22	Day 3: Thursday, May 23	Optional Combined PH & HCV Certification Exam
<p>Introduction</p> <ul style="list-style-type: none"> <li>□ Local Policy Decisions vs Mandated Requirements</li> <li>□ The Application Form</li> </ul> <p>Impact of Data Entry on form HUD-50058</p> <p>HUD’s Verification Hierarchy</p> <ul style="list-style-type: none"> <li>□ File Documentation Requirements</li> </ul> <p>Annual Income</p> <ul style="list-style-type: none"> <li>□ Verification of Earned and Unearned Income</li> </ul> <p>Case Studies Interspersed Throughout Class</p>	<p>Federally Mandated Income Exclusions</p> <ul style="list-style-type: none"> <li>□ Verification of Excluded Income</li> </ul> <p>Assets and Income from Assets</p> <ul style="list-style-type: none"> <li>□ Verification of Assets</li> </ul> <p>Earned Income Disallowance (EID) Calculation and Tracking Requirements</p> <p>Deductions and Allowances</p> <ul style="list-style-type: none"> <li>□ Verification Requirements</li> </ul> <p>Calculations of Total Tenant Payment (TTP)</p> <p>Minimum Rent Hardship Exemption</p> <ul style="list-style-type: none"> <li>□ Notifications, Processing, and Reporting</li> </ul> <p>Case Studies Interspersed Throughout Class</p>	<p>Public Housing Only</p> <ul style="list-style-type: none"> <li>□ Processing Over-Income Families</li> <li>□ Flat Rent Requirements               <ul style="list-style-type: none"> <li>• Flat Rent Hardships</li> <li>• Annual Activities</li> </ul> </li> <li>□ Mixed Family Prorated Rent Calculations</li> <li>□ Utility Allowances</li> <li>□ Calculating Tenant Rent</li> <li>□ Putting It All Together – Case Study</li> <li>□ Review – Q&amp;A</li> </ul> <p>Housing Choice Voucher Only</p> <ul style="list-style-type: none"> <li>□ Determination of HAP and Family Share Rent</li> <li>□ Determination of Maximum Initial Rent Burden</li> <li>□ Apply Correct Utility Allowances and Payment Standards</li> <li>□ Putting It All Together – Case Study</li> <li>□ Review – Q&amp;A</li> </ul>	<p>Online Certification Exam login credentials will be sent Monday, May 27, 2024, at 9:00 a.m. (CT)</p> <p><u>Online Testing Window Will Be Open Daily:</u></p> <p>May 27-31, 2024</p> <p>9:00am – 4:00pm (CT)</p> <p>If there are any issues with the examination or an extension is required for testing, please contact Christin Arnett at <a href="mailto:arnettec@nelrod.com">arnettec@nelrod.com</a> or call (817) 922-9000 ext. 111</p>