



To: Real Estate Department Partners

Notice: **RED-22-10**

From: Real Estate Department

Date: February 14, 2022

Re: **Request for Proposals - Low Income Housing Tax Credit Compliance Trainings**

The Indiana Housing and Community Development Authority ("IHCDA") is requesting proposals for a qualified trainer to conduct interactive, virtual Low Income Housing Tax Credit ("LIHTC") compliance trainings. Training content must incorporate, at a minimum, information contained in Section 42 of the Internal Revenue Code, Treasury regulations, relevant IRS notices and guidance, IHCDA's Compliance Manual, and Chapter 5 of the U.S. Department of Housing and Urban Development ("HUD") Handbook 4350.3.

The selected Respondent must be able to conduct:

- Three two-day Qualifying Households trainings
- One two-day Advanced Tax Credit Compliance trainings, and
- One one-day Fair Housing Essentials for Property Management training for a total of five trainings over nine days.

To view the full RFP please click [here](#).

Respondent's proposals must be submitted via email to the contact below. All documents must be in PDF format only.

**The deadline for submission is Monday March 7, 2022, at 5:00 PM EDT**

Respondents that miss the submission deadline and/or do not contain all the required forms/documents as listed in this RFP may be determined ineligible for further consideration. IHCDA will accept questions and inquiries from the Respondent. The Respondent may submit its questions or inquiries via e-mail to the following:

Carol Farzetta  
Director of Real Estate Compliance  
Indiana Housing and Community Development Authority  
[cfarzetta@ihcda.in.gov](mailto:cfarzetta@ihcda.in.gov)



ADDRESS 30 South Meridian Street, Suite 900, Indianapolis, IN 46204  
PHONE 317 232 7777 TOLL FREE 800 872 0371 WEB [www.ihcda.IN.gov](http://www.ihcda.IN.gov)

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