
To: Rental Housing Tax Credit Partners **Notice: RED-24-14**
From: Real Estate Department
Date: March 25, 2024
Re: 2024 US Housing / IHCD Compliance Training Schedule

IHCDA is pleased to partner with US Housing Consultants to offer the following free, in-person compliance training courses for 2024. All these courses will be held in our newly renovated 8th floor training center at IHCDA's 30 South Meridian Street offices in Indianapolis Suite 800 Room 825.

Conquering LIHTC Compliance: IHCD - LIHTC Fundamentals

Registration is limited to the first 60 people who register using this [link](#).

New for 2024 by popular demand! Without Low-Income Housing Tax Credit (LIHTC) experience, even the most seasoned property management professionals can find themselves overwhelmed when taking on an LIHTC property. This course is designed to prepare new property managers, staff, and compliance personnel for the challenge. It can also serve as a useful refresher for anyone in the affordable housing industry who interacts with tax credits.

Topics that will be discussed include, but are not limited to:

- Overview of the LIHTC Program
- Key Roles (IRS, State Housing Finance Agencies, and Ownership)
- Fair Housing
- Program Eligibility Requirements (Income Limits, Minimum Set-Aside, Student Eligibility, Verification Requirements, Rent & Lease Requirements, Annual Recertifications, and more)
- Agency Reporting & Monitoring Requirements
- Audit Techniques to Conduct File Audits

A workbook full of references to key HUD guidance and other useful documents will be provided.

This training will be held on the following dates:

Date 5-29-2024

Registration 8:30 AM

Class 9:00 AM - 5:00 PM Eastern Time

Date 5-30-2024

Class 8:30 AM - 5:00 PM Eastern Time

At:

IHCDA

30 South Meridian Street, Room 825, Indianapolis, IN 46204



Conquering LIHTC Compliance: Qualifying Households Training #1

Registration is limited to the first 60 people who register using this [link](#).

Topics that will be discussed include, but are not limited to:

- Application Process
- Conducting Interviews
- Determining Household Size
- Student Eligibility
- Verification Requirements
- Calculating Earned and Unearned Income
- Calculating Income from Assets
- Tenant Income Certifications
- Lease Agreements
- Recertifications

A workbook full of references to key HUD guidance and other useful documents will be provided.

This training will be held on the following dates:

Date 7/17/2024

Registration 8:30 AM

Class 9:00 AM - 5:00 PM Eastern Time

Date 7/18/2024

Class 8:30 AM - 5:00 PM Eastern Time

At:

IHCDA

30 South Meridian Street, Room 825 Indianapolis, IN 46204



ADDRESS 30 South Meridian Street, Suite 900, Indianapolis, IN 46204
PHONE 317 232 7777 **TOLL FREE** 800 872 0371 **WEB** www.ihcda.IN.gov

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Conquering LIHTC Compliance: Qualifying Households Training #2

Registration is limited to the first 60 people who register using this [link](#).

This is the second offering of this popular course for those unable to attend the July training.

Topics that will be discussed include, but are not limited to:

- Application Process
- Conducting Interviews
- Determining Household Size
- Student Eligibility
- Verification Requirements
- Calculating Earned and Unearned Income
- Calculating Income from Assets
- Tenant Income Certifications
- Lease Agreements
- Recertifications

A workbook full of references to key HUD guidance and other useful documents will be provided.

This training will be held on the following dates:

Date 9/11/2024

Registration 8:30 AM

Class 9:00 AM - 5:00 PM Eastern Time

Date 9/12/2024

Class 8:30 AM - 5:00 PM Eastern Time

At:

IHCDA

30 South Meridian Street, Room 825 Indianapolis, IN 46204

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Conquering LIHTC Compliance: Advanced Tax Credit Compliance

Registration is limited to the first 60 people who register using this [link](#).

Topics that will be discussed include, but are not limited to:

- Placed-in-Service Date
- Multiple Building Project Election
- Minimum Set-Aside
- Applicable Fraction
- Income & Rent Limits
- Available Unit Rule
- Vacant Unit Rule
- Unit Transfers
- Form 8823 and Consequences of Noncompliance, and
- Acquisition/Rehab

A workbook full of references to key HUD guidance and other useful documents will be provided.

This training will be held on the following dates:

Date 11-20-2024

Registration 8:30 AM

Class 9:00 AM - 5:00 PM Eastern Time

Date 11-21-2024

Class 8:30 AM - 5:00 PM Eastern Time

At:

IHCDA

30 South Meridian Street, Room 825 Indianapolis, IN 46204



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Important general information for all the above listed trainings:

Parking is not provided but is available at the following garages near IHCD:

Circle Center Mall Red Garage- <https://denisonparking.com/red-circle-centre/>

Circle City Mall Blue Garage- <https://denisonparking.com/blue-circle-centre/>

Merchants Garage- <https://denisonparking.com/merchants-garage-indiana/>

Lunch is not provided. Time is built into the training schedule for attendees to get lunch on their own. There are a great many nearby options. There will be a beverage service and access to a refrigerator for those wishing to bring their own lunch.

Certificates of attendance will be provided to those who attend **both days for the entire training course only**; no partial certificates will be provided.

No Show Policy:

Due to space being limited for these training courses, each participant must register individually (no group registrations). If a registrant is unable to attend the training, we require written notification one week (7 calendar days) prior to the event date. Written cancellation notices must be sent to Soconnor@ihcda.in.gov noting the registered individuals name as it appeared in the registration, the class title for the registered event(s) and the name of the organization for which the registered individual works.

Failure to cancel in advance will result in a no-show fee of \$100.00 charged and may impact the organizations' future ability to register future participants in IHCD sponsored trainings.

Please also note, we must have a full name and email address for each attendee in advance of the training or you will not be permitted to access the building. Please make US Housing Consultants and IHCD aware of any changes in registration well in advance of the event.

Questions about this notice can be directed to Savannah O'Connor via soconnor@ihcda.in.gov.



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