



To: Real Estate Department Partners

Notice: **RED-25-09**

From: Real Estate Department

Date: February 24, 2025

Re: **In-Person Training - LIHTC Fundamentals- March 19 & 20**

IHCDA is pleased to partner with US Housing Consultants in 2025 to provide a series of in-person trainings that will benefit owners, developers, compliance professionals, and onsite property management staff of LIHTC and other low-income housing program properties. These IHCDA sponsored trainings are free to our partners, but advanced registration is required. Registration is now available for the first training.

### **US Housing Consultants | Conquering LIHTC Compliance: IHCDA - LIHTC Fundamentals**

**Date/Time | Wednesday March 19<sup>th</sup> 9:00 AM – 5:00 PM (EDT) and Thursday March 20<sup>th</sup> 8:30 AM – 4:30 PM (EDT), 2025 (2 Day Training)**

**Location | IHCDA 30 South Meridian Street, Room 825, Indianapolis IN 46204**

Back 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 a 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.

#### **Course Outline:**

- 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

Click [HERE](#) to register



**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)

EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

**Important general information for the above-mentioned training:**

**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 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 prior to the event date. Written cancellation notices must be sent to [Soconnor@ihcda.in.gov](mailto: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 organization's 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, Compliance Auditor, via [soconnor@ihcda.in.gov](mailto:soconnor@ihcda.in.gov).