



Spectrum Seminars presents

2019 National C3P Tour

including the

NEW Income Averaging Set-Aside

August 27 & 28, 2019

Crowne Plaza Seattle Airport

17338 International Blvd

Seattle, WA 98188

206-248-1000

Register online at Spectrumseminars.com

Registration starts at 8:00 am ~~~ Classes 9:00 am – 5:00 pm both days

A **two-day** certification course focusing on all aspects of marketing and management of projects involved with the **Low Income Housing Tax Credit program**. The seminar includes case studies for **HUD, Rural Development** and conventional properties with a detailed discussion of **IRS regulations**, income limits, and recaptures issues. The seminar includes eligibility, rent calculations and restrictions, continuing compliance, and a discussion of IRS final regulations on compliance monitoring and the **NEW Income Averaging set-aside**.

Co-Sponsored by
Affordable Housing Management Association of Washington
and
Affordable Rural Housing Council



C3P AGENDA

DAY ONE

- 8:15 AM Registration: Coffee/Continental Breakfast
- 9:00 Introduction, Review of Materials, Discussion of “Blue Book”, Section 42
Glossary of Terms, Program Basics, Essential Compliance Checklist, the Four Sets of Rules
- 10:15 Coffee Break
- 10:30 Placed in Service, The Section 8 Requirement, Monitoring/Compliance, 9/92 IRS
Final Monitoring Regs, Non-Compliance/8823 Form, Administrative & Tenant
File Set-up
- NOON Lunch on Your Own
- 1:15 PM Eligible Basis – 9%-4% Details, Recapture/Credit Period, Compliance Period,
Extended Use, Qualified Basis
- 2:15 Break
- 2:30 Minimum Set-Aside **New Income Averaging**
- 3:00 Break
- 3:15 Minimum Set-Aside Initial Compliance, Other Set-Asides/HOME
- 4:00 Vacant Unit Rule, Income Limits, Calculating Income Limits
- 5:00 Day One Class Ends
- 5:00 - 6:30 **RECEPTION**

DAY TWO

- 8:00 AM Coffee/Continental Breakfast
- 9:00 Definitions of Income, Assets Verification Requirements Overview 4350.3
Revision 1, Move-in Certification, Recertification
- 9:45 Coffee Break
- 10:00 Tenant Selection Criteria, Conflicts with Other Program, Waiting Lists, Leasing
Issues, Commercial Space
- 11:00 Break
- 11:15 Medical Use, Staff Units, Students
- 11:45 Lunch on Your Own
- 1:00 PM Fair Housing/504 and Tax Credit Properties, Familial Status Issues, Elderly
Housing, Transfers, Continuing Eligibility – 140% Rule
- 2:15 Break
- 2:30 Rent Calculation, Utility Allowance, Subsidy/Overage, Budgeting, Summary
- 3:20 Break
- 4:45 Seminar Completion

Certification Exam Will be Available ONLINE Upon Class Completion