

# Getting It Right

## TWO DAY HUD TRAINING ON HUD M-V PROGRAMS

Wednesday, August 4, 2010  
Thursday, August 5, 2010

### LOCATION

**Kroc Community Center**  
**1865 Bill Frey Dr.**  
**Salem, OR**

Directions will be emailed to registered participants at least one week prior to the day(s) of the training.

### REGISTRATION

These trainings are free! Lunch will be on your own. You may attend the August 4th session or August 5th session, or both.

**Please Note:** Registration is **REQUIRED** in order to attend.

Please submit the registration form by **July 28, 2010**. See reverse side for registration form or sign up online at [www.tacinc.org/register/reg\\_OR.html](http://www.tacinc.org/register/reg_OR.html). All members of your agency that plan on attending must register individually.

### Wednesday, August 4 | 8:30 AM to 5:00 PM SHP and S+C Grant Management

This session is designed to inform SHP and S+C providers on relevant reporting requirements and program regulations. This training will introduce new providers to the SHP and S+C program as well as provide a refresher to those already familiar with the program. This session will cover:

- SHP and S+C eligible components and activities
- Grantee administrative responsibilities
- S+C and SHP cash and service match
- Program requirements
- Eligible participants

### Thursday, August 5 | 8:30 AM to 5:00 PM Understanding Income and Rent Calculation

This session designed to review HUD's program requirements and expectations related to income and rent calculation for tenant in housing funded through HUD SHP and S+C programs. This session will cover:

- Rental terms and definitions
- Introduction to rent calculation process
- Determining income and asset requirements
- Adjusting income
- Utility allowances
- Documentation and verification

Developed and Presented by Technical Assistance Collaborative, Inc.,  
Funding by U.S. Department of Housing and Urban Development,  
Portland Field Office of  
Community Planning and Development.



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## REGISTRATION FORM

Complete the following information and fax to Aggie Douglas at (617) 266-4343.

-OR-

Fill out the registration form online: [www.tacinc.org/register/reg\\_OR.html](http://www.tacinc.org/register/reg_OR.html)

### DEADLINE TO REGISTER: JULY 28, 2010

Please check the training(s) you wish to attend.  
You may attend one training or both.

**SHP and S+C Grant Management**  
Wednesday, August 4, 2010

**Understanding Income and Rent  
Calculation**  
Thursday, August 5, 2010

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Please indicate if you require special accommodations (ADA): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For questions about the training, please call Aggie Douglas at (617) 266-5657 x110.  
We will be emailing confirmation letters, site location, and directions to participants  
at least one week prior to the day(s) of the training(s).**