

AGENDA
FAMILY SELF-SUFFICIENCY

DAY ONE

- 8:00** **Registration**
- 8:30** **Welcome and Introductions**
- Course Overview
 - Learning Outcomes
 - Discussion of Self Sufficiency
- 9:30** **FSS Basics**
- FSS Program Steps and Design
 - Supportive Services and Staff Funding
- 10:15** **Break**
- 10:30** **FSS Basics**
- Mandatory Vs. Voluntary Program
 - Determining Mandatory Program Size
- 11:00** **FSS Action Plan**
- 11:30** **Role of the PCC**
- 12:00** **Lunch (on your own)**
- 1:00** **FSS Intake and Family Selection**
- Eligible Families
 - Preferences and Priorities
 - Denials
- 1:30** **Contract of Participation**
- Contract Requirements
- 2:30** **Break**
- 2:45** **Contract of Participation**
- Individual Training and Service Plans
- 5:00** **End of Day One**

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DAY TWO

- 8:00** **Review**
- 8:30** **Contract of Participation (continued)**
- Completion of the Contract
 - Lease Compliance
 - Non-compliance with the Contract
- 10:15** **Break**
- 10:30** **Escrow Account**
- How Escrow Works
 - Key Terms and Definitions
 - Income and Rent Calculations
 - Impact of Income Limits
- 12:00** **Lunch (on your own)**
- 1:00** **Escrow Account (continued)**
- Crediting the Escrow Account
 - Escrow Interim and Final Disbursements
- 2:00** **Escrow Case Studies**
- 2:30** **Break**
- 2:45** **Escrow Case Studies**
- 4:00** **Portability**
- FSS Rules for Portability
 - Responsibility of Initial and Receiving HA
 - Contract and Escrow Account Issues
- 5:00** **End of Day Two**

AGENDA
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DAY THREE

- 8:00** **Review**
- 9:00** **FSS Program Evaluation**
- HUD Tracking of the FSS Program
 - FSS 50058 Addenda and Annual Reporting
 - FSS Role in SEMAP and PHAS
- 10:15** **Break**
- 10:30** **Introduction to Case Management**
- Characteristics of Effective Case Managers
 - Case Management Activities
- 11:00** **Avenues to Self-Sufficiency**
- Marketing FSS
 - FSS and Other PHA Programs
 - Factors in Success
- 11:45** **Certificates of Participation Awarded**
- 12:00** **End of Seminar or Lunch** (on your own)
- 1:00** **FSS Specialist Certification Examination**
- 4:00** **End of Examination**