

AGENDA
HCV AND PUBLIC HOUSING RENT CALCULATION
WEB TRAINING – HOTMA PHASE I

DAY ONE

- 8:00 **Registration**
- 8:30 **Welcome and Introductions**
- 8:45 **Learning Outcomes**
Overview of HOTMA
Overview of Form HUD 50058
Annual Income
- Income of Various Household Members
 - Earned Income
 - Seasonal Income
- 10:15 **Break**
- 10:30 **Annual Income**
- Income of Students
 - Periodic Payments
- 12:00 **Lunch** (on your own)
- 1:00 **Annual Income** (continued)
- Nonrecurring Income
 - Imputed Welfare Income
 - Other Types of Income
- 2:30 **Break**
- 2:45 **Assets**
- Types of Assets
 - Savings and Checking Accounts
 - Jointly Owned Assets
 - Trusts
 - Retirement Accounts
 - Other Assets
- 5:00 **End of Day One**

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DAY TWO

- 8:00** **Assets** (continued)
- Calculating Income from Assets
 - Market Value
 - Cash Value
 - Anticipated Income
 - Assets Disposed of for Less Than Fair Market Value
- Adjusted Income Calculation**
- Elderly/Disabled Allowance
 - Dependent Allowance
 - Childcare Allowance
 - Disability Assistance Expenses
 - Health and Medical Care Expenses
- 10:15** **Break**
- 10:30** **Verification**
- Form HUD 9886-A
 - Use of Other Programs' Income Determinations
 - Streamlining Verification of Fixed Income
 - Hierarchy of Verification Methods
- 12:00** **Lunch** (on your own)

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DAY TWO (continued)

- 1:00 Subsidy/Family Share Calculations (HCV only)**
- Total Tenant Payment (TTP)
 - Payment Standard
 - Rent Calculation
 - Maximum Share at Initial Occupancy
 - Prorated Rent
- 2:30 Break**
- 2:45 Rent Calculation (Public Housing only)**
- Tenant Rent
 - Utility Reimbursement Payment
 - Flat Rent
 - Prorated Rent
- 5:00 End of Day Two**

AGENDA
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DAY THREE

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|-------|---------------------------------------|
| 8:00 | Rent Calculation Quiz
Case Studies |
| 9:15 | Break |
| 9:30 | Case Studies (continued) |
| 12:00 | End of Seminar |

Certification Exam Available Online