

AGENDA
PUBLIC HOUSING RENT CALCULATION
WEB TRAINING - HOTMA PHASE I

DAY ONE

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

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DAY TWO

- 8:00** **Assets** (continued)
- Market Value
 - Cash Value
 - Anticipated Income
- 10:15** **Break**
- 10:30** **Adjusted Income Calculation** (continued)
- Dependent Allowance
 - Elderly/Disabled Allowance
 - Child Care Allowance
 - Disability Assistance Expenses
 - Health and Medical Care Expenses
- 12:00** **Lunch** (on your own)
- 1:00** **Verification**
- Rent Calculation**
- Total Tenant Payment (TTP)
 - Minimum Rent
- 2:30** **Break**
- 2:45** **Rent Calculation** (continued)
- Tenant Rent
 - Family Choice in Rents
- Rent Calculation Quiz**
- 5:00** **End of Day Two**

AGENDA
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DAY THREE

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| 8:00 | Rent Calculation Case Studies |
| 10:15 | Break |
| 10:30 | Rent Calculation Case Studies (continued) |
| 12:00 | End of Seminar |

Certification Exam Available Online