

All regularly scheduled webinars will begin at **10:30am Central Time.**
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Webinars include training presentations
(Additional handouts provided when relevant)

Date	Subject/Lesson	Attendees	Description	Instructor
1/2/2025	 HAPPY NEW YEAR No Webinar is Scheduled for This Week 			
1/9/25	New Final Rule 30-Day Notice Requirement for Non-Payment of Rent	PH/HCV	<i>What once was is no longer.</i> On December 13, 2024, HUD released a Final Rule requiring a 30-day notice of termination for non-payment of rent, which becomes effective January 13, 2025. This class will review all regulatory requirements that must be implemented by mid-January.	Kati Gray
1/16/25	New PBV Regulations 983.252: PHA Information for Accepted Family	HCV	During this class we will review the requirements concerning oral and written information that must be provided to new PBV Participants, including new requirements from May 7, 2024, HOTMA Final Rule. Best practices for implementing these requirements will also be provided.	Mark Vogeler
1/23/25	Public Housing 101: Essentials for Success	PH	Feeling overwhelmed with all the new information being thrown at you? This webinar will provide an overview of essential program requirements, funding sources, and assessment criteria. Great cross-training opportunity for Housing Choice Voucher staff and it is an excellent orientation for new/temporary staff, receptionists, and board members.	Kati Gray
1/30/25	Housing Choice Voucher 101: Essentials for Success	HCV	This webinar will highlight essential program areas that will help you build a solid foundation of HCV operational knowledge, such as SEMAP, Payment Standards, and Portability. Great cross-training opportunity for Public Housing staff and an excellent orientation for new/temporary staff, receptionists, and board members.	Tracy Edwards-Henson

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2/6/25	Verifying & Calculating Medical Deductions	PH/HCV	When it comes to adjusted income, few topics create more confusion than calculating medical deductions. This webinar will focus on determining eligibility for families and the proper method for calculating medical deductions. The instructor will also review proper verification techniques and how to document sensitive medical information. Examples and case studies will be presented to help further the understanding of these complex calculations.	Tracy Edwards-Henson
2/13/25	Housing Choice Voucher Abatements	HCV	<i>The Who, What, When, Where and How.</i> Abatements can be difficult to process since there is a real chance a family is going to lose their assistance. In this session, the trainer will discuss the abatement process, the documentation needed, what information is given, and when to provide notice to the family.	Kati Gray
2/20/25	An Introduction to Navigating HUD's Resources	PH/HCV	There are many regulations, PIH Notices, and other HUD guidance that govern your Public Housing and Housing Choice Voucher Program – all of which can be located on various HUD and other government websites. Knowing where to find what you are looking for can be a daunting task. This webinar will highlight the most common Regulations, Notices, and References. In addition, you will learn how to access and navigate these sites more effectively.	Janice Gibbons

25th Annual Nelrod Consortium Conference

February 26-28, 2025 ♦ South Point Hotel ♦ Las Vegas, NV

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3/6/25	Quality Control File Review	PH/HCV	Incorporating routine Quality Control File Reviews (QCFRs) can assist PHAs in identifying individual and systematic performance errors, which may be the cause of incorrect tenant rent calculations. Learn how routine QCFRs can provide insight into PHA operations and procedures that may need to be addressed with income and rent determinations.	Janice Gibbons
3/13/25	SEMAP: Determination of Adjusted Income – An Overview of the Verification Process	HCV	Determination of Adjusted Income (DAI) is one of the most failed SEMAP Indicators. This class will provide an overview of the factors to be considered by the agency in their review of DAI. Attendees will learn how a rock-solid verification process can ensure a passing score for this indicator.	Kati Gray
3/20/25	Managing The Waiting List: Purging the Waiting List	PH/HCV	A waiting list is a crucial asset in a Public Housing Authority's toolbox. Purging a waiting list isn't just a good practice; it's a good tactic to prevent delays in leasing activities, maintain compliance, and reduce the likelihood of fair housing claims. Attend this webinar and learn the importance of purging/updating a waiting list, and factors to consider as to when and how often a PHA should purge its waiting list.	Janice Gibbons
3/27/25	Identifying & Avoiding Waste, Fraud & Abuse	PH/HCV	Participants will learn the most common waste, fraud, and abuse issues that the Office of the Inspector General (OIG) has uncovered in the last few years. In addition, participants will learn what policies and preventive safeguards should be in place, as well as how to identify and stop potential damaging issues in the early stages.	Derek Antoine

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4/3/2025	Affirmatively Furthering Fair Housing (AFFH) – What You Need to Know	PH/HCV	Please join us for an engaging discussion exploring recent developments in Affirmatively Furthering Fair Housing compliance. This class will delve into current/changing policies, updates, and best practices for promoting fair housing and fostering inclusive communities in a rapidly changing environment. Compliance with Federal Regulations and PHAs responsibilities to advance fair housing goals will be discussed.	Derek Antoine
4/10/2025	Fair Housing Issues That Should Be Addressed in Landlord Briefings	HCV	While you may know what you can and cannot do regarding Fair Housing, many of your HCV landlords do not. This class will focus on educating your landlords on their responsibilities under Fair Housing and provide a review of the Fair Housing requirements in the HAP contract. Tips for monitoring landlord compliance and investigating complaints will also be covered.	Kati Gray
4/17/2025	Fair Housing: Avoiding Discrimination in the Occupancy Process	PH/HCV	From tenant selection and placement – through continued occupancy – to end of participation, this class will highlight Fair Housing considerations and provide guidance to avoid discrimination throughout the occupancy process. Topics will include opening and closing the waiting list, preference points, familial status, persons with disabilities, and more.	Janice Gibbons
4/24/2025	Fair Housing: Maintenance Do's and Don'ts	MAINT	Of all the daily interactions in Public Housing, the maintenance Department has the most contact with Residents. Learn the types of Fair Housing issues that may arise and how to respond when they do. An overview of the Top 10 Fair Housing Mistakes will be provided. Great class for Maintenance Staff, Supervisors/Directors, Work Order Clerks, and Property Managers.	Derek Antoine

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5/1/2025	HOTMA Compliance Update: New & Revised Definitions for Income Determinations	PH/HCV	This class will address the parts of HOTMA that must be implemented for all income determinations effective July 1, 2025, and later. Emphasis will be placed on the new and revised income exclusions, such as non-recurring income, student financial assistance, insurance payments/settlements, home-based care payments, and more. In addition, new definitions that impact the rent calculation process and de minimis errors will be discussed. Lastly, a brief overview will be provided on the parts of HOTMA that should have already been implemented prior to July 1, 2025, and the parts of HOTMA that PHAs have discretionary authority to implement now.	Janice Gibbons
5/8/2025	eVMS – What You Need to Know	HCV	HUD recently announced wave 3 of the eVMS rollout. What does that mean for your agency and what can you expect in the coming months? Attendees will receive a brief overview of the eVMS rollout process and will learn how to prepare for the transition. Learn what will change for agencies as they migrate from VMS to eVMS as well as eVMS requirements and reporting processes.	Kati Gray
5/15/2025	Tips for Handling Portability Problems	HCV	Portability is simple when both PHAs have policies that mesh will together. Unfortunately, that is not always the case. This class provides an overview on how to resolve problems with late payments and reports, higher payment standards, and absorptions. Critical factors impacting portability such as delays, assigning initial and receiving PHA points of contact, FHEO, VAWA, mandatory briefing information, and monitoring the process will be addressed.	Kati Gray
5/22/2025	EPIC Submissions: Activity Planning Module	PH	All PHAs are required to use the Activity Planning Module (APM) within HUD's Energy and Performance Information Center (EPIC) for the development, submission, approval, and revision of Capital Fund Program 5-Year Action Plans (Form HUD-50075.2), Budgets, and Performance & Evaluation (P&E) Reports (Form HUD-50075.1). The question is... do you know how to use it? This class focuses on the fundamentals and is designed to walk participants through the process from submission, through approval, and revision (if necessary)	Derek Antoine

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5/29/2025	Language Assistance Plan (LAP) – How to Know When You Need One	PH/HCV	When are you required to provide certain forms and documents for those with Limited English Proficiency (LEP)? Who can be an eligible interpreter for your applicants and program participants? Using a 4-Factor analysis, attendees will learn the numerical thresholds that require certain actions when providing assistance, documents, and services in alternative languages.	Tracy Edwards-Henson

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6/5/2025	Housing Choice Voucher: Included & Excluded Financial Assistance for Students of Higher Education	HCV	<i>Out with the Old, In with the New.</i> Effective July 1, 2025, all agencies will be required to use the updated HOTMA definitions of income, including the definition changes for Financial Assistance. This class will cover the new definition of “Actual Covered Costs” along with discussing both Included and Excluded Financial Assistance. Attendees will learn about the changes to Financial Assistance Considerations included in these definition updates for the Housing Choice Voucher Program.	Kati Gray
6/12/2025	Public Housing: The Student Financial Assistance Frontier	PH	<i>To boldly go where no Public Housing Staff has gone before.</i> With recent regulatory updates to HOTMA effective July 1, 2025, eligibility and income calculations for students of higher education are required to be conducted to ensure compliance with HUD’s evolving requirements. Attendees will learn how to identify eligible student households along with learning what key exclusion and inclusion definitions of financial assistance must be considered when completing reexaminations.	Derek Antoine
6/19/2025	! HAPPY JUNETEENTH ! No Class Scheduled for This Week			
6/26/2025	New Guidance for Reasonable Accommodation Requests for Exception Payment Standards	HCV	PIH Notice 2025-12 provides updated guidance related to reasonable accommodation requests for exception payment standards in the Housing Choice Voucher Program. This notice clarifies removal of the requirement that a family receiving a Reasonable Accommodation Exception Payment Standard must pay 40 percent of their adjusted income toward the gross rent at initial approval. This notice also clarifies circumstances in which requests for an updated exception payment standard due to rent increases or changes in the family’s income should be submitted. This class will review the new requirements and provide ideas for implementation.	Mark Vogeler

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7/3/2025	An Introduction to the ROSS Program	PH/MF	Are you aiming to enhance service delivery and improve the quality of life for your residents? This comprehensive overview of the HUD ROSS Program offers information on grant funding, program implementation, regulatory requirements, services provided, available resources, and program benefits. Additionally, it includes details to assist in evaluating whether applying for the grant and appointing a ROSS Coordinator would benefit your agency.	Debra Taylor
7/10/2025	HOTMA: New Income Definitions & Zero-Income Families	PH/HCV	Newly effective HOTMA income definitions will change what information you gather, verify, and include for your Zero-Income Families. Attendees will receive an overview of the applicable definitions along with new and/or updated questions you should include in your Zero-Income interviews. Additionally, this class will highlight HOTMA changes that will affect your agency's Zero-Income families, such as student financial assistance, in-kind donations, and tax refunds.	Kati Gray
7/17/2025	Firearms & Weapons in HUD Assisted Units	PH/HCV	Do individuals receiving assisted housing have the right to keep a firearm in the unit? While the Second Amendment establishes the right to bear arms, this right is not unlimited. It's important to understand how the right to bear arms and those receiving assisted housing rights coexist, differ, and intersect. Participants will receive information on the right to bear arms in HUD Assisted Units, suggested policies, and lease provisions.	Tracy Edwards-Henson
7/24/2025	HOTMA: The Contingent Worker & Annual Income	PH/HCV	Per PIH Notice 2023-38, PHAs must implement certain income and asset provisions from Sections 102 and 104 of HOTMA for all income determinations with an effective date of July 1, 2025, and later. These provisions include the addition of three new income source definitions: Day Laborer, Independent Contractor, and Seasonal Worker. This class will discuss how these new definitions will affect income inclusions and exclusions, which in turn affects the rent calculation. Examples of each category will be given including tips for verification.	Janice Gibbons

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7/31/2025	Marijuana & HUD Assisted Programs	PH/HCV	The legalization of marijuana in many states has caused confusion for PHAs when program participants with disabilities request reasonable accommodations permitting use of medical marijuana. Participants will learn the HUD requirements prohibiting admission into assisted housing programs and the requirements for PHAs to establish occupancy standards and lease provisions based on the illegal use of controlled substances. Guidance will also be provided for language that should be included in policies and leases that allow for clear decisions for denying admissions and terminating assistance for those currently using state legalized marijuana.	Tracy Edwards-Henson

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8/7/2025	The Resident Services Stipend	PH	<i>To pay, or not to pay?</i> This is a commonly asked question about Stipends. As HUD encourages housing authorities to provide stipends to Resident Council Officers who serve as volunteers in the public housing developments, this class will address the following questions and more: What is a stipend and its purpose? Who is eligible? How to get them and when to issue one? Attend this class to learn how to administer and manage the Resident Services Stipend.	Debra Taylor
8/14/2025	5-Year & Annual PHA Plan Documents - Part I: New & Revised Plan Documents	PH/HCV	<i>Are You Using the Correct Templates?</i> HUD recently announced the automation of and revisions to the 5-Year and Annual PHA Plan templates and Certification Forms. In Part I of this two-part class series, the instructor will discuss PHA categories and submission requirements; PHA accountability, including public hearings and challenged elements, in the PHA Plan process; and other submission requirements, such as PBV activities, Designated Housing Plans, and Statement of Capital Improvements Needed.	Tracy Edwards-Henson
8/21/2025	5-Year & Annual PHA Plan Documents - Part II: Are You Using the Updated Certification Forms?	PH/HCV	In Part II of this class series, the instructor will discuss the automation of and revisions to the Certification Forms; instructions for accessing and submission of the revised PHA Plans in the Public Housing Portal; amending or modifying a PHA Plan; and what may be considered a “substantial deviation/modification” or “significant amendment.”	Tracy Edwards-Henson
8/28/2025	HCV Applicant & Participant File Management	HCV	From Applicant to Program Participant, learn what documentation you should keep and how to best meet regulations to avoid future audits or SEMAP findings. With the amount of correspondence, paperwork, and verifications to be processed, this can be difficult to accomplish. This session will also discuss and recommend file contents for user-friendly and audit worthy files.	Kati Gray

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9/4/2025	PH Applicant & Tenant File Management	PH	From Applicant to Tenant, learn what documentation you should keep and how to best meet regulations to avoid future audits or CCMR findings. With the amount of correspondence, paperwork, and verifications to be processed, this can be difficult to accomplish. This session will also discuss recommended file contents for user-friendly and audit worthy files.	Janice Gibbons
9/11/2025	HOTMA: Mandatory & Discretionary Use of EIV by PHAs	PH/HCV	PHAs must use EIV in its entirety. This class will discuss the HOTMA mandatory and discretionary use of EIV during annual/streamlined and interim reexaminations of family income and composition. Attendees will be provided with guidance on the frequency in which EIV reports must be used by PHAs.	Tracy Edwards- Henson
9/18/2025	Section Eight Management Assessment Program (SEMAP) Certification	HCV	You've collected all the data, performed quality control, and certified your indicators. You're done, right? Not just yet, the most important part is still left... submitting your SEMAP Certification. These important steps and the time you have to complete them will be addressed in this class.	Kati Gray
9/25/2025	VAWA Certification: Required Documentation Procedures to Ensure Program Compliance	PH/HCV	HUD VAWA forms are required documents for all HUD programs. The HUD-5380 and HUD-5382 are only the beginning. Attend this class for an overview of considerations and agency requirements to help ensure you are documenting VAWA claims correctly.	Kati Gray

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10/2/2025	ROSS Rapid Response Program	PH	If your agency is currently managing the consequences of a sudden, community-wide emergency that has adversely affected your housing community, it is crucial to learn about this short-term funding opportunity. The ROSS Rapid Response Program is specifically designed to assist residents living in HUD-assisted housing by facilitating their stability and recovery. Attend this class to learn important information on eligibility requirements, guidance on preparing and submitting applications, and best practices for successful grant writing.	Debra Taylor
10/9/2025	HCV Lease-up Process Overview	HCV	<i>Learn Why Quickly Completing the Lease-up Process is Key to Agency Success!</i> In this class, attendees will receive an overview of the process from Voucher Issuance to HAP Contract execution. Issues with processing Requests for Tenancy Approvals (RFTAs) will also be discussed.	Tracy Edwards-Henson
10/16/2025	Tenant Files - To Purge or Not to Purge	PH/HCV	Webster's Dictionary tells us that to "purge" data is to delete or remove it. What does that mean when it comes to the information in our tenant files? Whether you are moving information from a current file to a storage file or clearing it out to make room for more. It is important to know what needs to be retained in a current or inactive tenant file. This class will review what is required to be maintained and the length of time it must be kept.	Janice Gibbons
10/23/2025	PIC Error Dashboard Overview	PH/HCV	<i>Are you behind in correcting your PIC errors?</i> In this class, attendees will receive an overview of the dashboard and learn how it can help you correct PIC errors in a timely manner. Topics will include finding and navigating the PIC Error Dashboard, using the filtering function to dial in on your agency's specific errors, and using the dashboard to locate the exact error report and ticket.	Kati Gray
10/30/2025	Waiting List Management: Site-based vs Community-wide	PH/HCV	Based on PHA policy and HUD approval, a PHA is permitted to operate community-wide or site-based waiting lists or some combination of the two. This class will discuss the differences between the two types of waiting lists, when HUD approval is required, and the conditions for implementing and operating a site-based waiting list.	Janice Gibbons