

AGENDA
PROJECT-BASED RENTAL ASSISTANCE (PBRA) IN THE RAD PROGRAM

DAY ONE

- 8:00** **What is the Rental Assistance Demonstration Program?**
What is Project-Based Rental Assistance?
- The role of HUD
 - The role of the CA/PBCA
 - Contract Renewal
 - Initial Rents and Annual Rent Adjustments
- Management and Occupancy Reviews (MORs)**
- Overview
 - File Reviews
- Important Documents and Terminology**
- AFHMP
 - 9887 & 9887A
 - 50059s
 - Rent Terminology
- 10:15** **Break**
- 10:30** **HUD Handbook 4350.3 (REV-1) and Other Resources**
- 12:00** **Lunch (on your own)**
- 1:00** **Multifamily Housing Systems**
- WASS
 - APPS
 - FASS
- Enterprise Income Verification (EIV)**
- Application and the Waiting List**
- Applications
 - Required Forms
 - Tenant Selection Plans
 - Applicant Interviews
 - Rejecting Applicants
- 2:30** **Break**
- 2:45** **Eligibility**
- In-Place Tenants
 - Income Limits
 - Student Status
- 5:00** **End of Day One**

AGENDA
PROJECT-BASED RENTAL ASSISTANCE (PBRA) IN THE RAD PROGRAM

DAY TWO

- 8:00** **Income Calculation**
- Rent Phase-In
 - Differences from Public Housing: Income
 - Differences from Public Housing: Assets
 - Differences from Public Housing: Verification
- 10:15** **Break**
- 10:30** **Leases and Deposits**
- Lease Requirements
 - House Rules
 - Move-In Files
 - Pets
 - Security Deposits
- 12:00** **Lunch (on your own)**
- 1:00** **Annual and Interim Certifications**
- Annual Recertifications
 - Notice Requirements
 - Interim Recertifications
 - Gross Rent Changes
 - Utility Allowances
- 2:30** **Break**
- 2:45** **Moves and Terminations**
- Unit Transfers
 - Choice Mobility
 - Terminations
 - Grievance Procedures
- Computer Systems**
- TRACS vs. PIC
- 5:00** **End of Seminar**