

MANAGEMENT BULLETIN #463

DATE: July 19, 2016
TO: **On-site Managers/Managing Agents/Owners**
FROM: Diane Smith, Assistant Director
Asset Management Services
RE: 2016 Asset Management Training Calendar

IHDA's Asset Management Services is pleased to announce the dates for our 2016 Compliance Training Sessions. This year we are offering two training options: Live Training and Webinars.

LIVE TRAINING SESSION

The Live Session will be held at the Zeller Conference Room on the 19th Floor located at 401 North Michigan Avenue, Chicago, IL.

Registration begins at 8:30 a.m. and the training sessions will begin promptly at 9:00 a.m. and end at approximately 4:00 p.m.

Asset Management Services will provide a continental breakfast and allocate time for training participants to have lunch on your own.

Registered attendees will receive their training materials electronically to the email address provided prior to the training date.

- *Attendees are responsible for bringing workbooks and handouts to the session.*
- *Space is limited for on-site training sessions. Attendance is limited to 75 participants.*

Live Session Schedule

Special Assets August ▶ **Wednesday, 8/10/2016 – Live**

- What happens when the anticipated income and expenses don't meet expectations?
- Loan not performing?
- Trying to list a property for sale with income and rent restrictions?
- Has your tax credit development reached the end of its initial affordability period?
- Is there an opportunity to refinance your debt to take advantage of the current low interest rate environment?

Answers to these questions and many more will be addressed during the Special Assets presentation. Learn about options, strategies and IHDA procedures or requirements related to the loan workouts, transfer of physical assets, tax credit qualified contracts, refinancing and regulatory relief.

WEBINARS

Webinars are recommended only for staff that have previously attended an in-person training. The webinars will be conducted through **WebEx** and will begin promptly at 1:00 p.m. and end at approximately 4:00 p.m.

The Webinar training materials will be available to download from the **WebEx** site prior to beginning the webinar. Instructions will be included in the **WebEx** registration/confirmation emails. Attendees are responsible for downloading the workbooks and handouts prior to the session.

Space is limited for the webinars. Attendance is limited to 95 participants.

The fee for training sessions is **\$75.00 for the Live sessions**, and **\$60.00 for the Webinars** (check or money order ONLY) per person attending trainings. The fee is non-refundable and must be paid at least two (2) weeks prior to the training session. Payments that are not received at least two (2) weeks prior to the training date will result in cancellation of your reservation.

****Payment will not be accepted on the day of training. ****

The following are the Webinar dates for the 2016 Compliance Sessions:

➤ Webinars			
Loans & Grants	September	▶	Thursday, 9/8/16-Webinar
Section 8/Section 236	October	▶	Thursday, 10/13/16-Webinar
LIHTC	November	▶	Wednesday, 11/9/16-Webinar
SRN/Section 811	November	▶	Thursday, 11/10/16-Webinar

***Webinar dates may change due to the relocation of the IHDA offices.**

To register, please complete the [Asset Management Training Registration Form](#)

Please be advised this link does not work with Internet Explorer.

We reserve the right to limit the number of persons you may register. Again, space is limited. Register early to secure the date you wish to attend. If you should have any questions about the content of the AMS training program, which member of your staff should attend or your development's compliance requirements, please contact your assigned Asset Manager or Program Compliance Officer.