



2012 LIHTC Advanced and Basic COMPLIANCE WORKSHOPS

*Affordable housing owners and management companies are invited to attend one of **Eleven** Low-Income Housing Tax Credit (LIHTC) **Compliance Monitoring** workshops. The California Tax Credit Allocation Committee (CTCAC) will be providing eleven one-day workshops with five workshops focused on Advance Compliance issues and six workshops focused on Basic Compliance issues in various locations throughout the state.*

Advanced Compliance Workshop:

This workshop is designed to cover the advanced Compliance issues and Policy changes for 2012.

- Topics include:
- Role of State Monitoring Agency
- Key Processes that impact Compliance/ Management of LIHTC Properties
- Difference between Federal Set-aside and Deeper Targeting Set-aside
- Layering of Funding Sources
- Federal Rental Alignment Proposal between USDA / HUD / IRS
- Line 8b Election on Form 8609
- Gross Rent Floor Election
- Fair Housing in LIHTC units
- Re-syndication Scenario
- Q & A

Basic Compliance Workshop:

This workshop is designed to cover the basics of a CTCAC inspection from pre-inspection requirements, income calculations, UPCS requirements, to post inspection findings. It will also include an exercise on Student Scenarios. Topics will include:

- Brief Overview of changes in 2012 CTCAC Policy
- HUD Tenant Collection at the Project Level
- Basic Move-In Criteria
- Complex Compliance Scenarios
- In depth review of the CTCAC Physical Site Inspection
- Review of noncompliance findings and the correction period
- Q & A's

Who should attend:

The Advanced workshop will focus on major compliance changes that go into effect in 2012. As such it is geared to people who have a solid general grasp of Section 42 as it relates to Compliance Monitoring, such as:

- Owners
- Directors of Compliance
- Regional Property Managers
- Asset Managers

The Basic workshop is a basic overview of general compliance as it relates to the management of a property and the audit process. It is geared to:

- On-site Managers
- New Compliance Staff
- Compliance Specialists

Workshop Dates and Locations

*All workshops are 8:30 a.m. – 4:30 p.m.
Registration starts at 8:00 a.m.*

ADVANCED WORKSHOPS

*Monday February 6th, 2012 – Sacramento
Marriott Rancho Cordova*

*Friday February 10th, 2012 – San Rafael
Embassy Suites San Rafael*

*Monday February 13th, 2012 – San Diego
Doubletree Del Mar*

*Wednesday February 15th, 2012 – Anaheim
Embassy Suites Anaheim South*

*Thursday February 16th, 2012 – Los Angeles
Four Points Sheraton LAX*

BASIC WORKSHOPS

*Friday March 9th, 2012 – Sacramento
Marriott Rancho Cordova*

*Monday March 12th, 2012 – San Diego
Doubletree Del Mar*

*Wednesday March 14th, 2012 – Santa Ana
Embassy Suites Santa Ana*

Thursday March 15st, 2012 – San Bernardino

Hilton San Bernardino – San Bernardino

*Friday March 16th, 2012 – Pasadena
Embassy Suites Pasadena*

*Thursday March 22nd, 2012 – San Rafael
Embassy Suites San Rafael*

Please see Workshop Registration Form for hotel address and phone number

General Information

- Walk-in registrations will NOT be accepted.
- Space is limited to 3 representatives per organization for each of the Workshops.
- Group Arrangements for more than 3 persons per company will be filled starting 2 weeks after registration starts, and will be granted only until max capacity per workshop is reached. See Registration form for instructions on Group Registration. Please Note: There are no guarantees that groups of more than 3 will be accommodated.
- Full refunds will be made to registered participants if CTCAC cancels or postpones the workshop. However, no refunds will be given for the Adv. Workshop after 2/6/12 and no refunds for the Basic Workshop will be given after 3/9/12

If you have any questions, please call Connie Osorio at (916) 654-6340.



State of California Tax Credit Allocation Committee 2012 Compliance Workshops

Registration Form

Sacramento - Advanced

Date: Feb 6th
Marriott Rancho Cordova
11211 Point East Dr
Rancho Cordova, CA 95742
Phone: (916) 638-1100

San Rafael - Advanced

Date: Feb 10th
Embassy Suites San Rafael
101 McInnis Parkway
San Rafael, CA 94903
Phone: (415) 499-9222

San Diego - Advanced

Date: Feb 13th
Doubletree Del Mar
11915 El Camino Real
San Diego, CA 92130
Phone: (858) 481-5900
(max. 75 people)

Anaheim - Advanced

Date: Feb 15th
Embassy Suites Anaheim
11767 Harbor Blvd
Garden Grove, CA 92840
Phone: (714) 539-3300

Los Angeles - Advanced

Date: Feb 16th
Four Points LAX
9750 Airport Blvd
Los Angeles, CA 90045
Phone: (310) 645-4600
(max. 125 people)

Sacramento - Basic

Date: March 9th
Marriott Rancho Cordova
11211 Point East Dr
Rancho Cordova, CA 95742
Phone: (916) 638-1100

San Diego - Basic

Date: March 12th
Doubletree Del Mar
11915 El Camino Real
San Diego, CA 92130
Phone: (858) 481-5900
(max. 75 people)

Santa Ana - Basic

Date: March 14th
Embassy Suites Santa Ana
1325 E. Dyer Rd
Santa Ana, CA 92705
Phone: (714) 241-3800

San Bernardino - Basic

Date: March 15th
Hilton San Bernardino
285 East Hospitality Lane
San Bernardino, CA 92408
Phone: (909) 889-0133

Pasadena - Basic

Date: March 16th
Embassy Suites Pasadena
211 E. Huntington Dr
Arcadia, CA 91006
Phone: (626) 445-8525

San Rafael - Basic

Date: March 22nd
Embassy Suites San Rafael
101 McInnis Parkway
San Rafael, CA 94903
Phone: (415) 499-9222
(max. 125 people)

Registration: \$70.00 per person. Registration for each workshop will close 1 week before the date of the workshop. No forms and fees will be accepted after this date. **NO** faxed registration forms or walk-in registrations will be accepted. Make checks payable to TCAC. Mailed confirmation letters will be sent upon receipt of registration and payment.

Advanced Compliance Workshop

- Space is limited to **3*** persons per organization per workshop, and a total number of **100** registrants unless otherwise noted. Registrations are made on a first come, first served basis when the form and payment are received. The Advanced Compliance Workshop is geared to:
 - **Property Owners**
 - **Regional Property Managers**
- **Directors of Compliance**
- **Asset Managers**

Basic Compliance Workshop

- Space is limited to **3*** persons per organization per workshop, and a total number of **100** registrants unless otherwise noted. Registrations are made on a first come, first served basis when the form and payment are received. The Basic Compliance Workshop is geared to:
 - **On-site Managers**
 - **New Compliance Staff**
- **Compliance Specialists**

*Companies wishing to send more than 3 participants per workshop may send a request to Shannon Nardinelli at snardinelli@treasurer.ca.gov.
Please note: Arrangements for more than 3 persons per company will be at the discretion of CTCAC, will be filled 2 weeks after the start of general registration, and will be granted only until max capacity per workshop is reached. DO NOT send registration fee for additional participants until you have received a confirmation email that they will be added. **There are no guarantees that groups of more than 3 will be accommodated.**

----- **REGISTRATION FORM – ONE FORM PER WORKSHOP** -----
(Please print clearly or type as you want it to appear on your certificate)

Organization: _____
Address: _____
Phone: _____ Fax: _____
Contact Person: _____ Contact E-Mail: _____

Attendee
Name: _____
Name: _____
Name: _____

Select Only One Workshop per Registration Form:

<p><u>Advanced Workshops</u></p> <p><input type="checkbox"/> Sacramento 2/6/12</p> <p><input type="checkbox"/> San Rafael 2/10/12</p> <p><input type="checkbox"/> San Diego 2/13/12</p> <p><input type="checkbox"/> Anaheim 2/15/12</p> <p><input type="checkbox"/> Los Angeles 2/16/12</p>	<p><u>Basic Workshops</u></p> <p><input type="checkbox"/> Sacramento 3/9/12</p> <p><input type="checkbox"/> San Diego 3/13/12</p> <p><input type="checkbox"/> Santa Ana 3/14/12</p> <p><input type="checkbox"/> San Bernardino 3/15/12</p> <p><input type="checkbox"/> Pasadena 3/16/12</p> <p><input type="checkbox"/> San Rafael 3/22/12</p>
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**Return Forms to: CTCAC
915 Capitol Mall, Room 485
Sacramento, CA 95814
Attn: Connie Osorio**