



## 2019 **LIHTC BASIC COMPLIANCE WORKSHOPS**

*The California Tax Credit Allocation Committee (CTCAC) will be providing several one-day Basic Compliance Workshops in Southern California. Please see Registration Link for specific dates and availability.*

### **Basic Compliance Workshop:**

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

- Role of the Monitoring Agency
- Annual Reporting Requirements
- Basic Income Eligibility Criteria
- Rent Criteria
- CTCAC Physical Site Inspection
- Practical Examples of qualifying households
- Q & A's

### **Who should attend?**

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

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

### **Workshop Dates and Locations – Cost \$95 per person**

*Registration starts at 8:00 a.m. Workshops start at 8:30am.*

*Breakfast will be included. Lunch is on your own.*

### **REGULAR BASIC WORKSHOPS – 8:30am – 4:30pm**

*Thursday September 12<sup>th</sup> 2019 – **San Diego**  
Courtyard Mission Valley/Hotel Circle*

*Monday September 16<sup>th</sup> 2019 – **Los Angeles**  
Marriott Burbank Airport*

*Tuesday September 17<sup>th</sup> 2019 – **Los Angeles**  
Marriott Burbank Airport*

*Wednesday September 18<sup>th</sup> 2019 – **Anaheim**  
Anaheim Marriott Suites*

**[Register for Workshops Here](#)**

## **GENERAL INFORMATION:**

- To register for any of the above workshops follow the link above.
- **Walk-in registrations will NOT be accepted.** Registration for each workshop will begin in August 2019. Each workshop has a limit to the number of attendees. Registration will not be considered complete and space will not be guaranteed until payment has been made.
- Confirmations will be **e-mailed** out immediately after payment. When registering, please provide current **business email** for each attendee to receive workshop materials.
- The registration process is completed through a third party vendor. The vendor accepts credit cards only. No paper checks will be accepted.
- Space is limited to 3 representatives per organization for each of the Workshops.
- Substitutions cannot be made within 1 week of the workshop date.
- Full refunds will be made to registered participants **only** if CTCAC cancels or postpones the workshop. Refunds will not be given for cancellation requests due to selecting the wrong workshop or not attending the day of.
- Parking at each venue is separate from the cost of the workshop. Please contact the hotel for current parking rates.
- Breakfast and afternoon refreshments will be provided. Lunch is on your own.

**If you have any questions, please call Pheng Moua at (916) 654-6340**

