

“We have found the training programs provided by Quadel to be concise, helpful and very well prepared. Reports from the specialists and case managers who have participated in courses have been quite positive, and the written material distributed at the seminars is used as a continuing resource and often referenced on the job.”

LES KAPLAN, Housing Opportunities Commission, Montgomery County, MD

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- 1 Cut your training costs in half
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- 5 Nationally recognized certification program
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1200 G Street, N.W., Washington, DC 20005-6703



TRAINING FOR:

Multifamily Assisted Housing
LIHTC & Mixed Finance
Public Housing
Housing Choice Vouchers

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PROPOSAL FOR YOUR ORGANIZATION



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About Quadel

Quadel Consulting Corporation is the national leader in providing outsourced management, consulting and training solutions to the affordable housing industry. Since 1975, Quadel has enhanced the capacity of thousands of state, local, and federal agencies and for-profit and nonprofit property owners and managers to achieve their affordable housing mission.

Our clients benefit from Quadel's housing program knowledge, operations expertise, technology solutions and commitment to client success.

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Customized professional development for your organization

QUADEL CONSULTING 
Training the affordable housing industry

**AN INDUSTRY-
LEADING CURRICULUM
THAT IMPROVES THE
PRODUCTIVITY AND
EFFECTIVENESS OF
YOUR ENTIRE STAFF.**



In-House Training Courses **Length** **Exam Options**

HUD-Assisted Multifamily Housing Training

Assisted Housing Manager (AHM) <i>Sponsored by the National Leased Housing Association</i>	2 or 3 Days	Certification Option
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- Eligibility and Tenant Selection
- Income and Allowances
- HUD-50059 and Rent Calculations
- Leasing
- Annual and Ongoing Functions
- Billings and Reporting to HUD

Low-Income Housing Tax Credit (LIHTC) Training

Tax Credit Compliance Systems (TaCCS) <i>Can combine with any Mixed Finance course</i>	2 Days	Certification Option
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- First Year Leasing Objectives
- Applicant Eligibility
- Utility Allowances
- Vacancies and Transfers
- Annual Income Calculations and Verification
- Annual Certifications
- Ongoing Compliance

Mixed Finance Training

Managing LIHTC Compliance in Section 8, Section 236, Section 202 & 811 Properties	Half Day	
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- Conflicting Program Rules
- Eligibility Requirements
- Ongoing Compliance
- Decoupled Section 236
- Refinanced Section 202
- Private Activity Bonds

Managing LIHTC Compliance with CDBG & HOME Funds	Half Day	
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- Conflicting Program Rules
- Eligibility Requirements
- Ongoing Compliance
- Compliance Period
- Fixed and Floating Units
- Private Activity Bonds

Managing LIHTC Compliance with the Public Housing Program	Half Day	
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- Blending Public Housing and Tax Credit Compliance
- Eligibility Requirements
- HOME & CDBG Funds
- Private Activity Bonds
- Ongoing Compliance

In-House Training Courses **Length** **Exam Options**

Housing Choice Voucher (HCV)

Housing Choice Voucher Occupancy (HCV)	2 or 3 Days	Certification Option
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- Eligibility and Intake
- Income, Allowances, and Rent Calculations
- Leasing Activities
- Annual and Ongoing Functions
- SEMAP Requirements

Housing Quality Standards (HQS)	2 Days	Certification Option
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- General HQS Requirements
- Review and Use of HQS Forms
- Management Issues
- HQS Technical Requirements
- Lead-Based Paint Rules

HCV Rent and Income	2 Days	Proficiency Option
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- Annual Income and Assets
- Adjusted Income
- Interviewing Techniques
- Enterprise Income Verification (EIV) System
- Calculating Rent and HAP Payments
- Questions and Answers & Reviews

Public Housing

Public Housing Occupancy (PHO)	2 or 3 Days	Certification Option
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- Eligibility and Intake
- Income, Allowances, and Rent Calculations
- Leasing Activities
- Annual and Ongoing Functions
- PHAS Requirements

Asset Management for Public Housing	2 Days	Certification Option
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- Public Housing Asset Management Model
- Project-Based Budgeting and Financial Reporting
- Project-Based Management: Harvard Cost Study
- HUD's Operating Funds Program Rule

Uniform Physical Conditions Standards (UPCS)	2 or 3 Days	Proficiency Option
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- Basic UPCS Requirements
- Conducting and Documenting an Inspection
- Health and Safety Violations for Building Units, Exteriors, and Common Areas

Public Housing Rent and Income	2 Days	Proficiency Option
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- Annual Income and Assets
- Adjusted Income
- Interviewing Techniques
- Enterprise Income Verification (EIV) System
- Calculating Rent and HAP Payments
- Questions and Answers & Reviews

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“Our team took the Assisted Housing Manager Workshop. The instructor conveyed his knowledge and experience as a housing manager to us.”

JOYCE WEESE, Controller, Lasson Management II, Inc.