

**\$600**  
2-1/2 Days



**INCOME AND RENT CALCULATION (PH & HCV) (100.9)**

DATE/TIME: February 27-Mar 1 • 9:00 - 5:00  
 SITE: SAN ANTONIO • Drury Inn San Antonio Airport • 95 NE Loop 410  
 LODGING: Drury Inn SA Airport • \$105 (Incl Brkfst) • 800-325-0720 • Block # 2360691  
 HOTEL CUTOFF: February 10  
 COST: \$600 (including exam)  
 • if your registration is postmarked by January 28 the fee is discounted to \$575  
 • if you register online by January 28 you will be refunded \$25

PLEASE NOTE: If you also register for the Public Housing Admissions and Occupancy Basics class February 25, 26, your combined fee for both will be reduced to \$810 (no early bird discount for the combined registration)

NO REFUNDS WILL BE GIVEN AFTER February 18

REGISTER THE FOLLOWING:

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PHA: \_\_\_\_\_

	# of Registrants	Cost	Total
Rent Class Only (by January 28)	_____	x \$575	= _____
Rent Class Only (after January 28)	_____	x \$600	= _____
Registering for Occupancy (100.7) as well	_____	x \$410	= _____

Make checks payable to Texas Housing Association  
 Texas Housing Association • 1106 Santa Fe Trail, #1 • Duncanville, TX 75137

To register online and pay with credit card go to  
<http://www.txtha.org/THAWSReg.html>

THA prides itself on offering affordable, quality training, conducted by Texas trainers with direct programmatic experience. For additional information on our services and programs, visit our website at [www.txtha.org](http://www.txtha.org).



## INCOME AND RENT CALCULATION (PH AND HCV) COURSE NO. 100.9

### SUMMARY

This course, for both PH and HCV, provides the framework for determining Annual Income, Adjusted Income, Total Tenant Payment (TTP), Tenant Rent, and the Housing Assistance Payment (HAP) and Rent to Owner. Core class for certification programs (with 100.7 or 100.8).

### WHO

All PHA Public Housing and Housing Choice Voucher admissions and occupancy staff.

### OBJECTIVES

- Understand what is included or not included in income
- Discuss verification methods
- Learn how to calculate annual income and adjusted income, including deductions
- Learn when and how to calculate Earned Income Disallowance
- Review mixed family income and rent calculations

### TRAINER

**CRISTI LAJEUNESSE** began working with the Public Housing and Section 8 housing programs in 1996. In 2002 she was hired as Executive Director of the Kenedy Housing Authority, in 2006, Executive Director of the Karnes City Housing Authority and since has acquired management of Three Rivers, Smiley, Hallettsville, Nixon, Falls City and La Joya Housing Authority. She manages Low Rent Public Housing and Section 8 programs and is well versed in the rules and regulations governing both programs. In 1999, Cristi began consulting for other housing authorities assisting them with the transition to the new HUD reporting systems. She continues to assist with Agency Plans, PIC submissions, Low Rent and Section 8 program policy and regulations. Cristi is a Certified Public Housing Manager, Executive Section 8 Manager, Senior Public Housing Manager, Texas Certified Occupancy Professional/Public Housing, and Texas Certified Housing Administrator/Public Housing and Housing Choice Voucher. Cristi joined the THA training team in summer of 2009.

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## INCOME AND RENT CALCULATION (PH AND HCV) COURSE NO. 100.9

### AGENDA

- Welcome and Introductions
- Eligibility for Assistance
- Determining Annual Income
  - What is included or not included
  - Assets
- Calculating Adjusted Income
  - Deductions
- Verification of information related to income and rent
  - Acceptable forms of verification
- Rent calculation - Public Housing
  - Income based rents
  - Flat Rents
  - Ceiling rents
  - Over-Income Limit Rents
- Rent calculation – Housing Choice Vouchers
  - Payment Standards
  - Housing Assistance Payments (HAP)
- Imputed Welfare Income
- Earned Income Disallowances in both Public Housing and Housing Choice Voucher Program
- Mixed Family rent calculations