



FINANCIAL MANAGEMENT

DATE/TIME: February 21 - 23 • 9:00 - 5:00
 SITE: Holiday Inn • 6000 Middle Fiskville Road, Austin, TX 78752
 LODGING: Holiday Inn • 512-451-5757 (use code THB) • \$129 S/D
 ROOM CUT-OFF: February 7
 AGENDA: Day 1: February 21 - LIPH Financial Management
 Day 2: February 22 - Combined LIPH & HCV Financial Management
 Day 3: February 23 - HCV Financial Management

REGISTER THE FOLLOWING:

PHA: _____

	# of Registrants		Cost		Total
LIPH Financial Management (Feb 21 - 22)	_____	x	\$600	=	_____
Combined Financial Management (Feb 21 - 23)	_____	x	\$800	=	_____
HCV Financial Management (Feb 22 - 23)	_____	x	\$600	=	_____
				Total Enclosed:	_____

Make checks payable to Texas Housing Association
 Texas Housing Association • 104 Westmeadow Drive • Cleburne, TX 76033

AGENDA

LIPH

Day 1

Financial Background of LIPH 2 hr

- Differentiate between asset management authority vs. a non-asset management authority
- Illustrate a COCC operating effectively and profitable
- Analyze the important attributes of the operating subsidy calculation
- Recognize Budget approval deadlines and FDS reporting deadlines
- Identify various options for asset repositioning
- Review the criteria for allowable costs and cost allocation
- Examine the four indicators of PHAS and the related scoring.
- Review the Operating Subsidy calculation

Capital Fund 2hr

- Review the obligation and expenditure deadlines
- Differentiate between CFP eligible costs and LIPH eligible costs
- Discuss the elements of the Five-Year Action Plan and Annual Statement/Budget
- Demonstrate how accounting entries are completed in the general ledger for each eligible cost
- Review the details of the EPIC systems
- Recognize the differences between Hard and soft costs
- Describe the process to complete an Actual Modernization Cost Certificate

PHAS 2 hr

- Understand the four indicators and related sub-indicators
- Calculate how each sub-indicator and indicator is scored using HUD's methodology for each AMP
- Define the four Designations a PHA can achieve under the PHAS
- Provide real-world examples of strategies to maximize your scoring for the CFP, FASS and MASS indicators
- Explain the process to submit an appeal for your PHAS Designation

Day 2 (LIPH and HCV Combined)

Budgeting & Cost Allocation 3 hr

- Authorities will be able to establish timelines from starting the budget process to getting the budget approved
- Explain the reasons behind a budget revision
- Identify methods to budget revenues and expenses by line items by specific programs
- Explain the five criteria for an eligible costs
- Cite the concepts in 2 CFR 200 for allocable costs

Financial Reporting 2hr

- Describe the various budget vs. actual reports for LIPH, HCV, CFP and other grant programs
- Identify the budget vs. actual line items that require a variance explanation
- Examine the differences in profit and loss for a HCV program
- Illustrate important budget line items for a property manager
- Recognize significant financial relationships on a balance sheet
- Review other financial reporting that you may desire for your housing authority needs



FINANCIAL MANAGEMENT

AGENDA CONTINUED

HCV

Day 3

Financial Background of HCV 2hr.

- Differentiate between Tenant Based Assistance & Project Based Contracts
- Articulate how a PHA makes money from the HCV program
- Analyze the flow of funds for Restricted (HAP) and Unrestricted (administrative)
- Determine eligible uses of HAP funds vs. administrative funds
- Explain the concepts of unit months available and maximum unit months that can be leased
- Recognize key sources for HAP funding and administrative fees
- Calculate the Restricted Net Position (RNP) & Unrestricted Net Position monthly and annually
- Explain the principles of cash management
- Discuss the concepts of portability, offset of funding, fraud recover and FSS

VMS and RNP Reconciliation 2hr.

- VMS deadlines
- Purpose of the VMS
- Various voucher categories and reporting
- Business rules of VMS
- UNP & RNP reconciliation

Two Year Tool 2hr.

- Differentiate between HAP eligibility and total HAP funding available
- Review monthly leasing levels to maximize administrative fee funding and unit leasing
- Analyze projected year end Program Reserve levels that may be subject to offset
- Determine the effects of issuing Vouchers and attrition will have on leasing, future funding and administrative fee revenue

TRAINER

BRIAN ALTEN, CPA, is with BDO PHA Finance, a division of BDO USA, LLP. Brian has worked in PHA finance for over 20 years. His specialties include Low Income Public Housing (LIPH), Housing Choice Voucher (HCV), Project Based, Moderate Rehabilitation (Mod Rehab) and New Construction Section 8; the Capital Fund Program (CFP), HOPE VI and various other programs and grants such as ROSS and Rural Development. He has helped Housing Authorities maximize both Operating Subsidy and their financial ratio scores



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