



BDO NUTS AND BOLTS OF HUD ACCOUNTING

DATE/TIME: April 21- 23, 2026
SITE: BDO Dallas Offices
600 North Pearl, Suite 1700
Dallas, TX 75201
AGENDA: Day 1 - 2: Low-Income Public Housing Program & Capital Fund Grant
Day 2 - 3: Housing Choice Voucher (HCV) Program Accounting

REGISTER THE FOLLOWING:

PHA: _____

	# of Registrants	Cost	Total
Full 3-Day Training) (April 21 - 23)	_____	x \$1260	= _____
LIPH Track Only (April 21 - 22)	_____	x \$705	= _____
HCV Track Only (April 22 - 23)	_____	x \$705	= _____

Total Enclosed: _____

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

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AGENDA

Day 1 - April 21, 2026

Module 1: Introduction to Public Housing Accounting

- Overview of LIPH accounting transactions
- Eligible uses of operating reserves
- Measuring reserve levels
- Cost Allocation
- Project based accounting and the COCC
- Fee-for-service
- Asset Management & Project Based Accounting
- MD&A updates effective for this year
- Review questions

Module 2: Introduction to PHAS

- An overview of the PHAS Indicators and sub-indicators
 - PASS
 - FASS
 - MASS
 - CFP indicator
- How to calculate indicator and sub-indicators scores
- How to calculate composite scores
- How to appeal a PHAS score
- Review questions

Module 3: Introduction to the Capital Fund (CFP) Grant

- Background of the CFP grant
- Capital Fund specific transactions for each Budget Line Item (BLI)
- Eligible costs and ineligible costs
- Comparing CFP fund revenue to expenses
- Tracking obligations and expenditures deadlines
- The “Treasury Rule”
- The EPIC reporting systems
- Review questions

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AGENDA CONTINUED

Day 2 - April 22, 2026

Module 4: Introduction to the Chart of Accounts

- Setting up the LIPH chart of accounts
- Preparing LIPH related journal entries, registers, and schedules
- Reconciliation & reporting of accounts:
 - Cash / Investments
 - Accounts Receivable
 - HUD / Government
 - Receivables
 - Deferred Charges
 - Fixed Assets Depreciation
 - Accounts Payables
 - Notes / Mortgages Receivables
 - Payroll liabilities
 - Accrued liabilities
 - Compensated absences
 - PILOT
 - Notes / Mortgages payable
 - OPEB/Pension
 - Pension liabilities
 - FSS liabilities
 - Lease/Software Liabilities and Assets
 - All equity (reserves) accounts
 - Revenues
 - Expenses
 - New inter-fund reporting-requirements
- Review questions

Module 5: Introduction to the FDS

- Background of FDS
- Submission due dates
- Creating an FDS
- Component Units & Business Activity
- Differences between the un-audited FDS and audited FDS
- Various options and categories of Asset Management
- Review questions

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AGENDA CONTINUED

Day 3 - April 23, 2026

Module 7: Background to HCV Accounting

- Common acronyms and definitions
- Calendar of due dates
- Overview of HCV accounting transactions
- Uses of Program reserves, RNP and UNP
- Pre 2004 / post 2003 Admin fee reserves
- Cash management
- Fee for Service and cost allocation
- Sources of revenues for HAP
- Utilizing reserves
- Estimating admin fee revenues
- Review questions

Module 8: VMS

- Basics of the Voucher Management Subsystem (VMS)
 - VMS deadlines
 - Purpose of the VMS
 - Various voucher categories and reporting
 - Business rules of VMS
- Review questions

Module 9: HCV Monitoring (HUD's Two Year Tool)

- Two Year Tool
- HCV Cash Management
- Tracking leasing utilization
- Tracking HAP funding utilization
- Determining HAP Funds available for HAP costs
- PUC and estimating UML available for the year
- Review questions

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HOTEL INFORMATION

BDO has a block of rooms reserved for this session at the **Sheraton Dallas Hotel 400 Olive Street Dallas, TX 75201** at the rate of \$229, plus taxes and fees; make reservation here:

<https://book.passkey.com/gt/221036134?gtid=c060878b0067427a9cbd7abc4d8324be>

Rooms are available on a first come, first serve basis until either the cutoff date of **March 30, 2026**, or until the block reaches full capacity. The Sheraton is connected to the training site by an internal walkway.

CPE REQUIREMENTS

To receive CPE credit for participation in a BDO training program, you must have a phone or QR capable devices to scan a code at the beginning of each session and actively participate throughout the session. A BDO Account is required to also setup but you will be prompted to set one up if you don't already have one. You will receive an email notification once the attendance record has been processed including instructions on how to access your CPE certificate at the end of the workshop.

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 score



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