

Directions to:
Willow Arms
446 Main Street
East Hartford, CT
860-568-1000

From New Haven Area-Take 91N to RT 3 Glastonbury. Take RT 2 East to Exit 5 to Main Street. Willow Arms is about 1 mile on right.

Springfield Area—Take 91S and merge onto I-84 East, Exit 30 (left exit). Merge onto CT-2 via Exit 55. Take the Riverside Dr. Exit 5 toward Willow Street. Turn slight left onto Willow St. Exit. Turn left onto Main Street.

Waterbury Area-Take I-84-East and merge onto CT-2 via Exit 55 (follow the directions from Springfield Area).

From Manchester Area- Take 84 W to Exit 57 (left exit). Take Exit 90 at end of ramp. Take right onto E. River Dr. and turn right onto Main Street.

Driveway is just before C-Town Food Store. (Coco- Cola is directly across the street).

Please park in the visitor parking area located in the far left corner of property or along the driveway.

**NEAHMA proudly thanks
SHP Management and the
staff at Willow Arms for
hosting this workshop.**



NEAHMA
400 Washington Street, Suite 210
Braintree, MA 02184

neahma
NEW ENGLAND
AFFORDABLE HOUSING
MANAGEMENT ASSOCIATION

“Deductions & Allowances”

Willow Arms
446 Main Street
East Hartford, CT
May 18, 2011

Question:

According to HUD’s 4350.3 Handbook, what are the five possible deductions/allowances that may be subtracted from annual income?

Answer:

1. Dependent Deduction
2. Child Care Deduction
3. Disability Assistance Expenses
4. Medical Expenses
5. Elderly Family Deduction

More Questions:

Who and what is counted? What happens when a person is attending school and looking for work? What is an auxiliary apparatus? Do we include over-the-counter medications? If so, how do we document?

Final Answer:

Attend NEAHMA’s 101/201 Workshops and learn the answers!

Presenter:

Sue Johnson, The Success Group

www.neahma.org

Program Overview

Deductions/Allowances 101:

- Overview of the Five Deductions:
- Dependent Deduction
- Child Care Deduction
- Disability Expenses Deduction
- Medical Expenses Deduction
- Elderly Family Deduction

HUD's Revised Change 2 Exhibit 5-3: Medical Expenses

Keys to correct understanding and calculation for each deduction

Chart of who qualifies for each deduction exercises

Deductions/Allowances 201:

- The caps on child care expenses
- Computing both disability and medical expenses
- HUD's Revised Change 2 on computing medical expenses
- Verification and deductions
- Key questions to ask on verifications to be in compliance with Change 2
- Case studies and exercises

Please bring a calculator.

Agenda

Registration

8:30 am - 9:00 am

(Continental breakfast included)

Deductions & Allowances

9:00 am - 12:00 pm

Lunch

12:00- 12:30

Deductions & Allowances

12:30 pm - 3:30 pm

Registration Info or Questions?

Call NEAHMA 781-380-4344

Participants who attend the full 6 hours of this workshop will earn 6 CEU's.

REGISTRATION FORM

Fax In Registration (781) 380-4842

Registration Deadline: May 13, 2011

CT Deductions & Allowances 101/201 Workshop: May 18, 2011

Please complete a separate form for each registrant and fax registration. Mail a hard copy along with your payment to: NEAHMA, 400 Washington Street, Suite 210, Braintree, MA 02184

Online payment option available at www.neahma.org

Registration Fees:

_____ Member \$ 279 _____ Non Member \$349

Name: _____

Title: _____

Management Co: _____

Property Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Cancellation Policy:

There is a \$50 administrative fee for cancellation 15 working days prior to the course. After this date, fees are *non-refundable*. A substitute may be sent in the place of the registrant. Class space is limited; therefore your registration must be accompanied by full payment in order to confirm your space for this course.

Outstanding Collection Policy:

Payment for trainings and workshops are payable upon receipt. Registrants with outstanding balances that exceed 90 days will be suspended from attending future trainings and workshops until payment is received in full.

This organization complies with the Title III of the Americans with Disabilities Act (ADA). The site is accessible for individuals with disabilities and if a registrant requires special accommodations please contact the NEAHMA office at least ten days prior to the date of the course.