

FAIR HOUSING COMPLIANCE	NAHMA	COURSE SCHEDULE	INSTRUCTOR																						
<p>The Fair Housing Compliance (FHC) course is a comprehensive program offered by the National Affordable Housing Management Association (NAHMA) for property management staff. NAHMA's Fair Housing Compliance course trains management staff to understand complex fair housing regulations.</p> <p>Each participant will receive a copy of the NAHMA Fair Housing manual. The one-day program is composed of one day of instruction with a review and a two-hour exam. Individuals must pass this exam to obtain the FHC designation. The FHC is a requirement for NAHMA's National Affordable Housing Professional (NAHP) certification program.</p> <p>All participants who successfully complete the course will receive a FHC certificate and pin, and be listed in NAHMA's Online Credential Directory.</p>	<p>NAHMA is the leading voice for affordable housing, advocating on behalf of multifamily property owners and managers whose mission is to provide quality affordable housing. It supports legislative and regulatory policy that promotes the development and preservation of decent and safe affordable housing, is a vital resource for technical education and information, fosters strategic relations between government and industry and recognizes those who exemplify the best in affordable housing. Founded in 1990, NAHMA's membership today includes some of the industry's most distinguished multifamily owners and management companies.</p> <p style="text-align: center;">THE NAHP® CERTIFICATION</p> <p>The National Affordable Housing Professional (NAHP) credential was developed by NAHMA to recognize those individuals who own, operate, manage, or assist in the management of affordable housing, and who, by completing strict NAHP requirements, have met the highest possible industry standards. NAHP certification is available at the following levels:</p> <p>Professional: Successful candidates have a minimum of two years of industry experience, and must also meet an education component comprised of successful completion of 1) NAHMA's CPO course and/or SHCM Course, 2) the FHC course, and 3) a basic apartment management certification.</p> <p>Executive: This select level of certification was designed to recognize our industry's most qualified executives. NAHP-e applicants have at least five years of affordable housing management experience, functioning as an active owner, CEO, management agent, asset manager or multi-site supervisor overseeing two or more active properties, or a position with equivalent executive-level responsibilities.</p>	<table border="0"> <tr> <td style="vertical-align: top;">8:30 - 9:00</td> <td>SIGN-IN & COFFEE (Begin bubble sheets)</td> </tr> <tr> <td style="vertical-align: top;">9:00 - 10:30</td> <td>Chapters 1-7</td> </tr> <tr> <td style="vertical-align: top;">10:30 - 10:45</td> <td>BREAK (Work on bubble sheets)</td> </tr> <tr> <td style="vertical-align: top;">10:45 - 12:15</td> <td>Chapters 8-9</td> </tr> <tr> <td style="vertical-align: top;">12:15 - 12:55</td> <td>LUNCH</td> </tr> <tr> <td style="vertical-align: top;">12:55 - 2:15</td> <td>Chapters 10-12 Questions and Answers</td> </tr> <tr> <td style="vertical-align: top;">2:15 - 3:00</td> <td>BREAK, STUDY, FINISH BUBBLE SHEETS</td> </tr> <tr> <td style="vertical-align: top;">3:00 - 3:30</td> <td>Review</td> </tr> <tr> <td style="vertical-align: top;">3:30 - 3:45</td> <td>Exam Handout/Sign -in</td> </tr> <tr> <td style="vertical-align: top;">3:34 - 5:45</td> <td>Exam</td> </tr> <tr> <td style="vertical-align: top;">5:45</td> <td>FINISH</td> </tr> </table> <p style="text-align: center;">Please Note: This is a National Certification course. Class starts PROMPTLY at 8:30 AM in order to stay on-time.</p> <p style="text-align: center;"><i>It is encouraged that students bring a highlighter and other writing implements to the course.</i></p>	8:30 - 9:00	SIGN-IN & COFFEE (Begin bubble sheets)	9:00 - 10:30	Chapters 1-7	10:30 - 10:45	BREAK (Work on bubble sheets)	10:45 - 12:15	Chapters 8-9	12:15 - 12:55	LUNCH	12:55 - 2:15	Chapters 10-12 Questions and Answers	2:15 - 3:00	BREAK, STUDY, FINISH BUBBLE SHEETS	3:00 - 3:30	Review	3:30 - 3:45	Exam Handout/Sign -in	3:34 - 5:45	Exam	5:45	FINISH	<p style="text-align: center;">Ann Anderson, ADA Housing and Services</p> <p>Ann Anderson began her consulting business, ADA Housing and Services, eight years ago. This business provides consultation and training around the country on issues of Fair Housing, Reasonable Accommodations and compliance with accessibility regulations.</p> <p>Ann worked at MassHousing for 14 years in several different capacities. After working in the Tenant Assistance Program (TAP), she then worked for 10 years on disability issues, serving as MassHousing's 504/ADA Coordinator and the Director of the Community Services Department.</p> <p>Additionally, Ann has co-authored two HUD Reasonable Accommodation handbooks:</p> <p>“Reasonable Accommodations for Persons with Psychiatric and other Mental Disabilities, Substance Abuse and HIV-AIDS in Public and Assisted Housing” (1992)</p> <p style="text-align: center;">and</p> <p>“Legal Obligations and Rights of Providers of Service Program Housing under Federal and State Disability Fair Housing Laws” (1997)</p> <p>Ann continues to update these handbooks to comply with changes in Federal and State laws.</p>
8:30 - 9:00	SIGN-IN & COFFEE (Begin bubble sheets)																								
9:00 - 10:30	Chapters 1-7																								
10:30 - 10:45	BREAK (Work on bubble sheets)																								
10:45 - 12:15	Chapters 8-9																								
12:15 - 12:55	LUNCH																								
12:55 - 2:15	Chapters 10-12 Questions and Answers																								
2:15 - 3:00	BREAK, STUDY, FINISH BUBBLE SHEETS																								
3:00 - 3:30	Review																								
3:30 - 3:45	Exam Handout/Sign -in																								
3:34 - 5:45	Exam																								
5:45	FINISH																								

REGISTRATION FORM

Registration deadline February 3, 2011. Fax registrations to: 781-380-4842. On line payment option available for credit card payments at www.neahma.org.

FHC February 9, 2011

Name: _____

Title: _____

Property Name: _____

Company: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

NEAHMA Members: \$439	
Non-Member: \$549	
Total Amount Enclosed:	

Make Checks Payable To:

NEAHMA, 400 Washington Street, Suite 210
Braintree, MA 02184
Phone: (781) 380-4344

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.

COURSE LOCATION

Directions to:
Four Points by Sheraton Norwood
1125 Boston-Providence Turnpike
Route 1 (18 miles south of Boston)
Norwood, MA 0206

*Course space is extremely limited.
Registration is on a first come, first served basis.*

From Boston and points North

Take I-93 South which turns into I-95 (Route 128) North.
Take Exit 15B, Route 1 South toward Norwood. Travel 4.5 miles, the Four Points by Sheraton Norwood. Hotel & Conference Center will be on your right after the Staples Plaza.

From the West
Follow Mass. Turnpike (I-90) East
Take Exit 14 onto I-95 (Route 128) South. (Note: From the West, this Exit is number 14, from the East, it is number 15.)
Continue South to Exit 15B. Route 1, Norwood, And proceed as above.

From Providence, TF Green Airport & points South

Take I-95 North to Exit 11B, Reponses Street, Norwood.
Drive 7/10 of a mile and turn left onto Dean Street.
At traffic light, turn left onto Route 1, heading South.

The Four Points by Sheraton Norwood Hotel & Conference Center is on your right after the Staples Plaza.

From Logan Airport

Exit airport, follow signs through Williams tunnel (toll) to I-90 /I-93 South. Follow signs for I-93 South about 7 miles.
I-93 South turns into I-95 (Route 128) North.
Proceed on I-95(Route 128) North to Exit 15B, Route 1 Norwood.

Overnight Room Accommodations

Rooms are available on an individual basis under a NEAHMA Room Block at a discounted price of \$109 per night. Please contact the hotel directly to make your reservations by calling 781-769-7900.

NEAHMA
400 Washington Street, Suite 210
Braintree, MA 02184



Fair Housing Compliance

A COMPREHENSIVE COURSE
FOR MANAGERS OF
MULTI-FAMILY HOUSING

February 9, 2011

**Four Points by Sheraton
1125 Boston-Providence Turnpike
Norwood, MA 02062**

