

LOW-INCOME HOUSING TAX CREDIT PROGRAM

COMPLIANCE MONITORING WORKSHOP AND HCCP CERTIFICATION

Presented by
Michael K. Kotin, Principal
KAY - KAY REALTY CORP.

TUESDAY, APRIL 5, 2005
&
WEDNESDAY, APRIL 6, 2005

Showroom
Dave and Buster's
Victoria Ward Entertainment Center
1030 Auahi St.
Honolulu, HI 96814

Sponsored by



HAWAII COMMUNITY REINVESTMENT CORPORATION



Hawaii Community Reinvestment Corporation (HCRC) is a nonprofit financial service corporation created by Hawaii financial institutions in 1990 and serves as a conduit through which those institutions can develop and apply innovative financial programs to create and preserve affordable housing and shelter. Through the establishment and operation of a credit and equity financing consortium, HCRC offers a flexible source of funding for these projects, provides technical assistance, training and education, and works with governmental jurisdictions and agencies to achieve maximum leverage of public and private dollars.

HCRC's subsidiary, **Hawaii Investors for Affordable Housing, Inc. (HIAHI)**, offers services and equity funds for low-income housing tax credit projects. HIAHI organized the Hawaii Affordable Housing Funds (HAHF) to assist operating partnerships in the production, rehabilitation and preservation of affordable housing in Hawaii.

HCRC provides:

- Below market rate permanent long-term financing for residential rental projects
- Technical assistance to developers on financial planning for residential rental projects

HIAHI provides:

- Low income housing tax credit syndication
- Consulting services on low income housing tax credit, and other government financing applications

To date, HCRC has made over \$142 million available to over 50 affordable rental projects.

AGENDA



Tuesday, April 5, 2005

8:30am	Registration Continental Breakfast
9:00am	Welcome-Opening Remarks
9:15am	Terminology and Definitions
10:30am	Break
10:45am	LIHTC Program Process
12:00pm	Lunch
1:15pm	Program Rules and Regulations
3:00pm	Break
3:15pm	Program Rules and Regulations (cont'd)
4:30pm	Cocktails



Wednesday, April 6, 2005

8:30am	Registration Continental Breakfast
9:00am	Workshop Refresher
10:30am	Break
10:45am	Workshop Refresher
12:00pm	Lunch
1:15pm	Housing Credit Certified Professional (HCCP) Exam
4:15pm	Question and Answer



COURSE DESCRIPTION

The 2005 workshop is designed to interest both the newcomer and the seasoned tax credit professional with the file compliance requirements of the Low Income Housing Tax Credit (LIHTC) Program. The course will cover the key components of the program from an ownership and management perspective to prepare participants for the **Housing Credit Certified Professional (HCCP) Exam**, a National Association of Home Builders (NAHB) certification (www.nahb.org).

The course may also be of interest to managers and professionals just entering the LIHTC industry. Newcomers to the industry are welcome to take the class as it will help place property-related compliance requirements into a full perspective.

The course will incorporate the following areas, all of which are designated as potential testable areas by the HCCP board of governors:

- Terminology and Definitions
- Forms
- Program Rules and Regulations

The course will encompass a considerable amount of material and may assume proficiency in certain areas as it is designed to help participants prepare for the HCCP Exam. However, the Exam is optional and will be administered at the end of the workshop for participants interested in obtaining their certification. Only those attendees actually taking the exam will be required to pay the \$175 NAHB exam fee.

***Michael Kotin, C. P. A.,** is a principal of **Kay-Kay Realty Corp.,** a Scottsdale, Arizona based consulting and management firm. Since 1990, Kay-Kay has provided Housing Credit training in 47 states and has just 3 to go (plus Guam). The firm has published a reference manual for on-site personnel which is currently in its fourth printing. Mike holds advanced degrees in business administration and taxation from the University of Chicago. In addition to tax credits, Mike is an acknowledged speaker covering various property management issues including Fair Housing law.*



REGISTRATION INFORMATION

Enrollment is limited and will be on a first come-first served basis. To register, complete the registration form on the back and send with full payment to HCRC. Forms may be faxed to hold a reservation, however, full payment must be received to guarantee your registration. Registrations received after **March 21, 2005** will be subject to an additional charge of \$25.00.

Please advise HCRC at least two weeks prior to the seminar if you require assistance to attend the seminar.

COURSE FEE

Government & 501(c)(3) Nonprofit Organizations	\$125.00
Private Sector Professionals	\$150.00

The fee includes seminar materials and continental breakfast. Please make individual arrangements for lunch. Parking is available at Victoria Ward Center free of charge.

HCCP Exam	\$175.00
------------------	-----------------

The exam fee is due and payable on the day of the exam.



Register Today!

Name and Title	Organization	
Address	Phone/Fax	Email
Special Request		

Please mail this registration form by **Monday March 21, 2005** with check payable to:

Hawaii Community Reinvestment Corporation

Pauahi Tower Suite #2395, 1001 Bishop Street, Hon, HI 96813

Phone: (808) 532-3110 • Fax: (808) 524-1069

Registration received after the deadline will be subject to an additional charge of \$25. Please notify us if you are unable to attend but would like to send a replacement. No refunds will be given to registrants who cancel after the registration deadline or who fail to attend the course.

If you require assistance to attend the workshop, please let us know at least two weeks' prior to the workshop. Every effort will be made to accommodate your needs.

This seminar may be changed or cancelled at the sole discretion of the sponsor or the presenter.

Please contact the following staff members if you have any questions regarding this course or would like to be removed from the mailing list:

Laura Abe	hrcr1@lava.net	(808) 532-3110
Elizabeth Ji	lizji@lava.net	(808) 532-3114



HAWAII COMMUNITY REINVESTMENT CORPORATION

PAUAAHI TOWER, SUITE 2395, 1001 BISHOP STREET
HONOLULU, HI 96813

NON-PROFIT ORG.
U.S. POSTAGE PAID
HONOLULU, HI
PERMIT NO. 358