



The Oregon Affordable Housing Management Association Presents  
**Waiting List Management for HUD Properties**  
*Skillbuilding for Affordable Housing Providers*

**LIVE WEBINAR**

Tuesday, November 18, 2025, 10 am to 11:30 am, PST

Knowing the regulations and processes for managing a HUD property waiting list are put to the test in an MOR. More importantly, they are key to staying in compliance with Fair Housing laws. This webinar will review creating and maintaining, opening, and closing, placing families with disabled members, documenting changes, updating waiting list information, removing names from the waiting list, reinstating applicants to the list, and record-keeping. This course will reference the 4350.3 as well as HUD's Notice H 2014-16 Waiting List Administration and FHEO's April 2022 Guidance on Application Processing and Marketing.

Our Instructor: Gwen Volk has provided training and consulting services in 36 states through **Gwen Volk, InFocus, Inc.** She has extensive knowledge and experience in Section 42 low-income housing tax credit, tax-exempt bond, HOME, Section 8, 236, 202 PAC, 202/811 PRAC and Rural Development programs.

Tech Advice: Please participate on a desktop or a laptop computer. An ethernet connection is preferable.

To Register: Please fill out, "save" and email this fillable form to [oregonahma@frontier.com](mailto:oregonahma@frontier.com) or, print the form, fill out by hand, then scan/email to [oregonahma@frontier.com](mailto:oregonahma@frontier.com)

FINAL Registration Deadline: November 17, 2025

Webinar Registration Fees:

➔ **Not sure if your organization is a member?** Check the membership directory on this page of our website:

[http://www.oregonaffordablehousingmanagement.com/professional\\_members.htm](http://www.oregonaffordablehousingmanagement.com/professional_members.htm)

- For AHMA members: \$85
- For non-members: \$100

TWO Payment Options: (WE DO NOT INVOICE.)

1. Make your check out to Oregon AHMA and send to: P.O. Box 1135, Forest Grove, Oregon 97116
2. Pay by PayPal on this page of our website:  
[http://www.oregonaffordablehousingmanagement.com/education\\_schedule.htm](http://www.oregonaffordablehousingmanagement.com/education_schedule.htm)
  - If you don't have a PayPal account, **you can use PayPal as a GUEST.** Just follow the instructions in the PayPal shopping cart.
  - Payment is due by November 17. No refunds after that date, but you are welcome to substitute attendees.

CEUS: This class fulfills 1.5 CEUs for those with broker or property management licenses.

Questions? Contact Oregon AHMA Director Maggie Meikle at [oregonahma@frontier.com](mailto:oregonahma@frontier.com)

***Please fill out this section of the form & email to [oregonahma@frontier.com](mailto:oregonahma@frontier.com)***

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Contact Person \_\_\_\_\_ Email Address \_\_\_\_\_