



The Oregon Affordable Housing Management Association Presents

Managing Elderly Bond Compliance

A Skillbuilding Course for Affordable Housing Managers

Thursday, September 11, 2025, 9 am to noon; 1 pm to 4 pm

Salem Convention Center, Salem

This one day course is designed for those who are responsible for Elderly Bond compliance and is appropriate for all OHCS **Elderly Bond** owners, agents, supervisors, property managers and compliance staff. The class is designed to offer a comprehensive review of Elderly Bond requirements to meet OHCS and federal procedures.

Here is the course agenda:

- Federal Bond Compliance Overview
- Regulatory and Operating Agreements
- Set Aside Information and Tracking
- Income and Asset Determination Overview
- Introduction to HOTMA
- Required OHCS Compliance Forms
- Tenant Income Certification (TIC)
- Required Waivers
- Required Reporting
- Vacancy and Advertising
- Reserve Accounts
- Rents and Fees
- OHCS Inspection Process – Intro to NSPIRE
- Fair Housing Tips and VAWA Overview
- Common Bond Questions and Compliance Errors
- Consequences of Non-Compliance

Instructors: **Tari Bradley** is the Manager of Portfolio Support in the Affordable Rental Housing Division at OHCS. Prior to accepting a position at OHCS, Tari worked for two national training organizations, traveling coast to coast teaching occupancy classes for staff managing MFH funded by HUD, HOME, RD, Tax Credit, and Bond. **Tina Esther** is a highly experienced Senior Inspection Compliance Analyst in the Affordable Rental Housing Division at OHCS.

Meals: If you're staying at The Grand Hotel, (*which is adjacent to the convention center*), your guestroom rate includes a hot breakfast buffet. For those commuting to the class, light refreshments will be available on arrival in the classroom. Lunch will be served in the classroom at noon. The classroom opens at 8 am.

Guest Rooms: The Grand Hotel is offering a special guestroom rate of \$174 for a Deluxe King room and \$184 for a Deluxe Queen room with two beds, single/double occupancy. To make your reservation, please call toll free 1-877-540-7800. **When you call, identify yourself as a member of the Oregon AHMA group.** To learn more about The Grand Hotel, go to: <http://www.grandhotelsalem.com/>

CEU Hours: This course fulfills 6.0 CEU for those with a real estate broker or a property management license,

How to Register:

- Fill out this fillable form, "save" it, and email it to oregonahma@frontier.com or, print & fill out the form, then scan & email it to oregonahma@frontier.com
- **Final Registration Deadline: September 4.** No registrations will be accepted after this date. You're welcome to substitute a student anytime.

Course Fees: *(includes meals and handout materials)*

- \$100 for AHMA members
- \$125 for non-members
- ***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

TWO Payment Options:

➤ **WE DO NOT INVOICE.**

1. Please send your **check** to Oregon AHMA, P.O. Box 1135, Forest Grove, Oregon 97116

2. Pay by **PayPal** on our website:

http://www.oregonaffordablehousingmanagement.com/education_schedule.htm

➤ If you don't have a PayPal account, you can use PayPal as a GUEST. Just read & follow the instructions carefully.

➤ Payment must be made IN FULL by September 4.

PLEASE FILL OUT THIS FORM AND EMAIL TO:

oregonahma@frontier.com

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

NAME _____ EMAIL ADDRESS _____

➔ **What type of property do you manage?** _____

Organization _____

Contact Person _____

Email Address _____

❖ **Questions?** Contact Oregon AHMA Executive Director Maggie Meikle at oregonahma@frontier.com