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To: Real Estate Department Partners  
From: Real Estate Department  
Date: February 11, 2026  
Re: **2026 US Housing Consultants In-Person Compliance Trainings – Save the Date**

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**Notice: RED 26-09**

IHCDA is happy to announce that we are once again partnering US Housing Consultants to bring back our in-person training courses to benefit owners, developers, compliance auditors, and onsite property management staff of LIHTC properties.

These IHCDA sponsored training courses are free to our partners but require advanced registration as seating for each training is limited to 60 people. All courses are up to date with applicable housing guidance and any state or federal regulation updates you need to know to qualify a household and remain in compliance with your property's program requirements. Each training course can include interactive case studies and more throughout the training using IHCDA's mandatory forms and some of the sample forms. A workbook full of references to key program guidance and other useful documents will be provided at each training.

**Location:**

IHCDA, 30 South Meridian Street, Indianapolis, IN 46204

**When will the registration links be available:**

Registration for the March training is now open. See link in event description below. Registration links for later events will be provided in future RED Notices closer to the event dates. Sign up to receive emails with future RED Notices [here](#) or view current year and past notices on the [RED Notices webpage](#).

**US Housing Consultants - "LIHTC Compliance Essentials – Qualifying Households" Training #1** is a two-day compliance training targeting new property managers of Low-Income Housing Tax Credit properties. Registration for this event is currently open. Click [here](#) to register.

**Dates:** Wednesday, March 11<sup>th</sup> & Thursday, March 12<sup>th</sup>, 2026

**Topics** that will be discussed include, but are not limited to:

- The Application Process
- Conducting Interviews
- Determining Household Size
- Student Eligibility
- Verification Requirements
- Calculating Earned Income
- Calculating Unearned Income
- Calculating Income from Assets
- Tenant Income Certification
- Lease Agreements, and



**ADDRESS** 30 South Meridian Street, Suite 900, Indianapolis, IN 46204  
**PHONE** 317 232 7777 **TOLL FREE** 800 872 0371 **WEB** [www.ihcda.IN.gov](http://www.ihcda.IN.gov)

EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

- Recertifications

**US Housing Consultants – “Conquering LIHTC Compliance - LIHTC Fundamentals”** - Without Low-Income Housing Tax Credit (LIHTC) experience, even the most seasoned property management professionals can find themselves overwhelmed when taking on a LIHTC property. This two-day compliance training is designed to prepare new property managers, staff, and compliance auditors for the challenge. It can also serve as a useful refresher for anyone in the affordable housing industry who interacts with tax credits.

**Dates:** Tuesday, June 16<sup>th</sup> & Wednesday, June 17<sup>th</sup>, 2026

**Topics** that will be discussed include, but are not limited to:

- Overview of the LIHTC Program
- Key Roles (IRS, State Housing Finance Agencies, and Ownership)
- Fair Housing
- Program Eligibility Requirements (Income Limits, Minimum Set-Aside, Student Eligibility, Verification Requirements, Rent & Lease Requirements, Annual Recertifications, and more)
- Agency Reporting & Monitoring Requirements
- Audit Techniques to Conduct File Audits

**US Housing Consultants - “Conquering LIHTC Compliance –Advanced Tax Credit”** is a two-day compliance training for compliance specialists and property managers of Low-Income Housing Tax Credit properties.

**Dates:** Tuesday, September 15<sup>th</sup> & Wednesday, September 16<sup>th</sup>, 2026

**Topics** that will be discussed include, but are not limited to:

- Placed-in-Service Date
- Multiple Building Project Election
- Minimum Set-Aside
- Applicable Fraction
- Income & Rent Limits
- Available Unit Rule
- Vacant Unit Rule
- Unit Transfers
- Form 8823 and Consequences of Noncompliance
- Acquisition/Rehab

**US Housing Consultants - “LIHTC Compliance Essentials – Qualifying Households” Training #2** is a two-day compliance training targeting new property managers of Low-Income Housing Tax Credit properties.

**Dates:** Tuesday, October 20<sup>th</sup> & Wednesday, October 21<sup>st</sup>, 2026

**Topics** that will be discussed include, but are not limited to:

- The Application Process
- Conducting Interviews
- Determining Household Size
- Student Eligibility
- Verification Requirements
- Calculating Earned Income
- Calculating Unearned Income
- Calculating Income from Assets
- Tenant Income Certification
- Lease Agreements, and
- Recertifications

## **Additional things you need to know before registering for an in-person training course(s)**

### **Class Times (Eastern Standard Time):**

The first day of class:

- Registration/check-in will be from 8:30 am – 9:00 am
- Class instruction will begin at 9:00 am

The second day of class

- Class instruction will begin at 8:30 am

### **Location:**

IHCDA, 30 South Meridian Street, Indianapolis, IN 46204

- Check in at the Security Desk going to: IHCDA, Suite 800 Room 825 “The Capitol.” The full name and email address for each attendee must be provided at registration. Only names matching registration will be permitted entry into the building. Please make US Housing Consultants and IHCDA aware of any changes in registration well in advance of the event.

### **Parking options:**

- Pay parking garages are available nearby. The closest parking garages and rates can be found on the following websites:
  - Merchants Garage: <https://denisonparking.com/merchants-garage-indiana/> •
  - Blue Garage Circle Center: <https://peakparking.com>
  - PNC Center Garage: <https://denisonparking.com/pnc-center>
- Metered street parking
- Street level parking lots:
  - Lot on the Eastside of Meridan between Georgia Street and Maryland Street, cost ranges from \$10-\$20 per day depending on events downtown
  - Lot on the Southside of Washington heading west just before Meridian on block off the circle, cost ranges from \$13-\$25 depending on events downtown

### **Lunch is not provided:**

Time is built into the training schedule for attendees to get lunch on their own. There are many nearby options. There will be a small selection of beverages available and access to a refrigerator to store lunches for those wishing to bring their own lunch.

### **Attendance:**

Certificates of attendance will be provided to those who attend **both days** for the entire training course only; no partial certificates will be provided.

### **No Show Policy:**

Due to space being limited for these training courses, each participant must register individually (no group registrations). If a registrant is unable to attend the training, we require written notification **at least one week (7 calendar days)** prior to the event date. Written cancelation notices must be sent to [Soconnor@ihcda.in.gov](mailto:Soconnor@ihcda.in.gov) noting the registered individuals name as it appeared in the registration, the class title for the registered event, and the name of the organization for which the registered individual works.

**Failure to cancel in advance will result in a no-show fee of \$100.00 charged and may impact the organization's future ability to register future participants in IHCDA sponsored training.**

Questions about this notice can be directed to Savannah O'Connor, Compliance Auditor, via [Soconnor@ihcda.in.gov](mailto:Soconnor@ihcda.in.gov).