



The Oregon Affordable Housing Management Association Presents Contract Renewal for PRAC & Section 8 Projects

Friday, February 22, 2013, 8 am to noon
Winema Place, **Salem**

Segment #1, 8 am to 10 am: *The ABC's of PRAC Contract Renewals and Rent Increases*

Don't face the renewal process on your lonesome! Our trainers will provide valuable guidance and answer *all* of your questions as they take you through the following aspects of the PRAC renewal process:

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|--------------------------------------------------|-------------------------------------------------|
| What is a PRAC? | Rent increase (adjustment in operating expense) |
| How does it differ from a Section 8 HAP renewal? | Timeline for processing |
| Mechanics of contract renewal and funding | Tips to expedite the request |

Segment #2, 10:15 am to noon: *Section 8 Contract Renewals: Simplifying the Process and Maximizing Your Rents*

In the continuously shifting world of Section 8 contract renewal requirements, knowledge is not just a beneficial option, it is a necessity. Whether you're a seasoned veteran or relatively new to the program, there is always something to be learned. Join us as we discuss the following topics:

- Pros and cons of various renewal options and the submission requirements of each
- Rent comparability studies
- Owner one-year notices of renewal or opt-out and other required notices
- Budget, OCAF worksheet & utility allowance preparation
- Timelines and checklists to simplify the process

Our Instructors: Matthew Perry, OHCS; Cynthia Ingebretson, Jovanna Morales, Richard Otis, & Kristine Petrillo, HUD

Date & Time of Class: Friday, February 22, 2013, 8 am to noon

Location: Winema Place, Second Floor, 4001 Winema Place NE, Salem, Oregon 97305. Parking is available in the large parking lot adjacent to the building. Use either the elevator or the stairs to go to the second floor. See page two of this flyer for travel directions.

Refreshments: Morning refreshments will be served

To Register: Complete this form and fax it to 503-992-0853 or scan/email to oregonahma@frontier.com.

Registration Fees: \$45 per person for AHMA members; \$80 per person for non-members. Please make your check payable to Oregon AHMA and send to P.O. Box 1135, Forest Grove, Oregon 97116, or pay by check or cash at the door.

Registration/Refund Deadline: Monday, February 18. You are welcome to substitute a student anytime.

Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

Name _____ Name _____

Contact Person _____

Email _____

Phone _____

Representing _____

Questions?

Contact AHMA Director Maggie Meikle
Email: oregonahma@frontier.com
Phone: 503-357-7140

Where is Winema Place?



Winema Place (Building 48) is on the Chemeketa Community College Campus and sits at the southernmost boundary of the campus, just off of Lancaster Drive in NE Salem. Park anywhere in the large lot adjacent to the building *except* for the time-limited slots.

Address for Winema Place (Building 48)

4001 Winema Place NE
Salem, Oregon 97305

Travel Directions

From the North

- Take I-5 South towards Salem.
- Take exit number 260B for Chemeketa Community College.
- Turn left onto Chemawa Road.
- Turn right onto Portland Road.
- Turn left onto Lancaster Drive.
- Turn left onto Winema Place.
- Turn left into the 1st parking lot entrance on the left. Park and proceed to Building 48 (home of MAPS Credit Union)
- Go in the front door of the building. Take either the stairs or elevator to the second floor. We'll be waiting!

From the South

- Take I-5 North towards Salem.
- Take exit number 256 for Chemeketa Community College.
- Turn right onto Market Street.
- Turn left onto Lancaster Drive and continue for approximately 2 miles.
- Turn right onto Winema Place.
- Turn left into the 1st parking lot entrance on the left. Park and proceed to Building 48 (home of MAPS Credit Union)
- Go in the front door of the building. Take either the stairs or elevator to the second floor. We'll be waiting!

Please note: The entire Chemeketa Community College campus, *including Winema Place*, is a **NON-SMOKING** facility. This includes the parking lots. If you wish to smoke, you will need to walk down the driveway and out to the public sidewalk adjacent to Lancaster Drive.