



PIH.RHIIP.TA Message # 2011-53 Distributed on September 22 2011

Upcoming Initial & Updated PIH EIV System 9.3 Training

The Office of Public and Indian Housing (PIH) is planning to offer Initial and Updated Enterprise Income Verification (EIV) System 9.3 training in Washington, DC and via webcast for all PIH EIV system users on **Thursday, October 27, 2011, and Friday, October 28, 2011; 1PM - 5PM EST, each day**. The tentative training agenda for this training session is attached to this message. Please note that the agenda and schedule are subject to change.

As with all PIH EIV webcast training sessions, if you are unable to view the training on the scheduled date, you may view the training at a later date once it is posted to HUD webcast archives. Webcasts are typically posted to the archives within 3 business days of the air date. Watch prior webcasts at: <http://portal.hud.gov/hudportal/HUD?src=/press/multimedia/videos>. All PIH EIV system users will be required to complete the Updated EIV System training segment by **April 29, 2012**. New EIV system users are required to complete the Initial and Updated EIV system training segments **prior** to accessing the EIV.

Note: This training is **not** applicable to program administrators of Multifamily Housing (MFH) programs. Visit: <http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivtraining.cfm> for more information on MFH EIV training.

Additional Information

- Registration is **not** required to view the training via webcast.
 - Live links for the webcast and training materials will appear in a box on the webcast page approximately 1/2 hour before the scheduled broadcast. Watch current webcasts at: <http://portal.hud.gov/hudportal/HUD?src=/webcasts/schedule>.
- For those interested in attending the Initial and/or Updated EIV System 9.3 training session in Washington, DC, you **must register** to reserve your seat.
- **Registration will begin on Monday, October 3, 2011, and end on Friday, October 21, 2011.**
 - HUD will provide the registration form to those individuals that request to attend the live training session in Washington, DC. If you are interested in attending this training session, send an email message to PIH.RHIIP.TA@HUD.GOV.
- Training materials for this training session will be posted at: http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/p_h/rhiip/training#3 on Thursday, October 27, 2011, at 9:00AM, EST.
 - Subscribers of the PIH RHIIP mailing list will automatically receive the training materials prior to the public posting of the training materials on the HUD website.



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Travel Information:

This is a HUD Headquarters-sponsored training session. HUD does not charge a fee to attend this training session. Transportation, parking, and other expenses are the responsibility of the individual or PHA.

Training location: HUD Headquarters, 451 7th Street, SW, 1st Floor, Washington, DC 20410

Closest Airports: DCA (Reagan National), IAD (Dulles International) and BWI (Baltimore-Washington International)

Train Station: Amtrak at Union Station in Washington, DC. For more information:
<http://www.amtrak.com/servlet/ContentServer?pagename=Amtrak/HomePage>

Closest Hotel: L'Enfant Plaza Hotel. For more information, go to: <http://www.lenfantplazahotel.com/>
(within walking distance to HUD)

Parking: Garage at L'Enfant Plaza Hotel or D Street (next door to north side of HUD). Daily parking fees range from \$11-18 per day

Metro Stop: Blue, Orange, Yellow, or Green Line – L'Enfant Plaza Stop

Send inquiries regarding the content of this message to PIH.RHIIP.TA@HUD.GOV.



PIH RHIP Training Agenda*

Office of Public and Indian Housing (PIH)
Real Estate Assessment Center
Rental Housing Integrity Improvement Project (RHIP)

- 2011 Initial & Updated PIH Enterprise Income Verification (EIV) System 9.3 Training
- Effective Use of the EIV system to reduce improper payments
- **Target Audience:** All PIH EIV system users and HUD PIH staff
- All current EIV system users **must** complete this training by **April 29, 2012**

Thursday, October 27, 2011

12:00 p m - 12:45 p m	Attendee Check-in (For those who will attend this training session in Washington, DC)
1:00 p m - 1:05 p m	Welcome & Training Overview
1:05 p m - 1:30 p m	What's New in EIV 9.3
1:30 p m - 1:45 p m	HUD Monitoring of PHA Compliance with Mandated Use of EIV
1:45 p m - 2:45 p m	Effective Use of EIV Reports to Reduce Improper Payments
2:45 p m - 3:00 p m	Questions & Answers Session
3:00 p m - 3:15 p m	Break
3:15 p m - 3:20 p m	Initial EIV System Training Overview
3:15 p m - 3:45 p m	EIV System Overview
3:45 p m - 4:00 p m	Access to the EIV System
4:00 p m - 4:15 p m	Using the EIV System
4:15 p m - 4:30 p m	Income Report
4:30 p m - 4:35 p m	New Hires Report
4:35 p m - 4:40 p m	Deceased Tenants Report
4:40 p m - 5:00 p m	Questions & Answers Session



PIH RHIP Training Agenda*

Office of Public and Indian Housing (PIH)
Real Estate Assessment Center
Rental Housing Integrity Improvement Project (RHIP)

- Initial Enterprise Income Verification (EIV) System 9.3 Training
- Effective Use of the EIV system to minimize improper payments
- **Target Audience:** New EIV system users and existing EIV system users who desire an EIV refresher training course
- All new EIV system users **must** complete this training **prior** to accessing EIV

Friday, October 28, 2011

12:00 pm - 12:45 pm	Attendee Check-in (For those who will attend this training session in Washington, DC)
1:00 pm - 1:05 pm	Initial EIV System Training Overview
1:05 pm - 1:15 pm	Multiple Subsidy Report
1:15 pm - 1:20 pm	Existing Tenant Search
1:20 pm - 1:45 pm	Identity Verification Report
1:45 pm - 2:00 pm	Immigration Report
2:00 pm - 2:15 pm	<i>Questions & Answers Session</i>
2:15 pm - 3:00 pm	Debts Owed to PHAs & Terminations - Part 1
3:00 pm - 3:15 pm	<i>Break</i>
3:15 pm - 4:00 pm	Debts Owed to PHAs & Terminations - Part 2
4:00 pm - 5:00 pm	<i>Questions & Answers Session</i>