

## **CHFA & Spectrum Enterprises Semiannual LIHTC Compliance Conference**

*November 4, 2016 – The Lyceum located at 227 Lawrence St, Hartford, CT 06106*

### **Morning Session (9:00 AM to 12:00 PM)**

**Who should attend:** Owners, Developers, and Agents with new LIHTC projects placing in service

**What it's about:** Overview of the allocation and compliance monitoring components of the tax credit program; CHFA and Spectrum's monitoring requirements.

### **Afternoon Session (1:15 PM to 4:00 PM)**

**Who should attend:** Compliance staff personnel

**What it's about:** Processing applications and completing Tenant Income Certifications. Spectrum will cover how to complete verification forms, the most common mistakes and easiest ways to avoid findings of noncompliance, plus tip on how to prepare for a Spectrum review.

Certificates of continuing education will be emailed to the attendee.

### **How to Register**

Please email Jovanna Mejia at [Jovanna.mejia@chfa.org](mailto:Jovanna.mejia@chfa.org) no later than October 21, 2016.

**Sessions fill up quickly and space is very limited, therefore we ask for no more than three participants per organization.**

**When registering, you must provide the full name, phone number, email address, and desired session(s) for each participant.**

**CHFA is pleased to offer this conference at no cost but due to issues related to attendance we have implemented the following policies:**

- Those who register must cancel 24 hours prior to the date of the conference via email to Jovanna Mejia at [Jovanna.mejia@chfa.org](mailto:Jovanna.mejia@chfa.org).
- **A \$50.00 fee will be charged for failure to cancel 24 hours prior to the date of the conference.**
- Certificates of continuing education will not be given unless you attend one or both sessions in full. If you arrive more than 30 minutes late to a session you will not be given a certificate.