



**PAHMA MAY 2026**

## **LIHTC TRAINING & CERTIFICATION**

**Celebrating 40 years Educating the Affordable Housing Industry!**

**MAY 12 - 14<sup>th</sup>, 2026**

RLA Learning & Conference Center, 850 Cranberry Woods Dr., Cranberry Twp., PA 16066

# **LIHTC COMPLIANCE AND OPTIONAL HCCP CERTIFICATION SEMINAR**

*With Stacy Day, HCCP, SHCM COO, Karen A. Graham Consulting*

## **ESSENTIAL LIHTC TRAINING *with -or- without* HCCP CERTIFICATION**

### **What's Included:**

- In-Person training Tuesday and/or Wednesday includes snacks, refreshments, lunch buffet
- HCCP Certification Exam Thursday (half day) is an OPTIONAL add-on (in-person only) and includes snacks & refreshments (no lunch).

### **DAY 1: TUESDAY, MAY 12<sup>TH</sup> LIHTC FUNDAMENTALS TRAINING (full day)**

This session will review LIHTC fundamentals from A to Z. It is jam packed with everything you need to know about LIHTC compliance from application to verification and certification of residents and much, much more. *\*Webinar option available\**

### **DAY 2: WEDNESDAY, MAY 13<sup>TH</sup> LIHTC ADVANCED TRAINING (full day)**

The second day is designed for advanced learners to understand exactly how credits are determined and how much non-compliance costs. It includes advanced topics such as employee units, allowable optional fees, types of allocation, eligible basis, qualified basis, and applicable fraction. *\*Webinar option available\**

### **DAY 3: THURSDAY, MAY 14<sup>TH</sup> HCCP EXAM *\*optional add-on* (half day)**

The Housing Credit Certified Professional (HCCP) is a specialized designation for developers, property managers, asset managers and other working in the affordable housing industry through the Low-Income Housing Tax Credit (LIHTC) program. **(Register for Day 1 training, Day 2 training & Day 3 Exam)** *\*EXAM IS IN-PERSON ONLY*

**For additional session details or to register, visit [pahma.org/education-events](http://pahma.org/education-events)**

**HOTEL INFO** – Group Hotel Information: Best Western Plus, 5001 Cranberry Springs Dr., Cranberry Twp., PA 16066  
Call (724)720-5600 and mention “PAHMA GROUP” for group pricing.

# PAHMA'S 2026 LIHTC TRAINING + OPTIONAL HCCP CERTIFICATION

## MAY 12 - 14, 2026

[RLA Learning & Conference Center, 850 Cranberry Woods Dr., Cranberry Twp, PA 16066](#)

### PAYMENT REMITTANCE FORM

- COMPLETE ONLINE REGISTRATION (EACH attendee must register) scan to register** →
- COMPLETE THIS PAYMENT FORM** and return with payment



**Note:** If payment is for multiple attendees, include a copy of this form for EACH ATTENDEE  
(if paying by credit card, you may enter the credit card info only once with the grand total for all attendee payment forms)

Mgmt Company \_\_\_\_\_

Attendee Name (only ONE attendee per sheet) \_\_\_\_\_

PAHMA MEMBERS ONLY	
<input type="checkbox"/>	\$434 IN-PERSON <u>TUES 5/12 &amp; WED 5/13</u>
<input type="checkbox"/>	\$329 IN-PERSON <u>TUES 5/12 ONLY</u>
<input type="checkbox"/>	\$329 IN-PERSON <u>WED 5/13 ONLY</u>
<input type="checkbox"/>	\$200 WEBINAR <u>TUES 5/12 &amp; WED 5/13</u>
<input type="checkbox"/>	\$115 WEBINAR <u>TUES 5/12 ONLY</u>
<input type="checkbox"/>	\$115 WEBINAR <u>WED 5/13 ONLY</u>
<input type="checkbox"/>	\$320 HCCP CERT EXAM <u>THURS 5/14</u>
TOTAL DUE: <input type="text"/>	

← OR →

**ATTENTION!**

**SPACE IS LIMITED**

**SEATS ARE RESERVED**

**ON A FIRST-COME**

**BASIS WHEN**

**REGISTRATION AND**

**PAYMENT IS**

**RECEIVED**

NON-MEMBERS	
<input type="checkbox"/>	\$534 IN-PERSON <u>TUES 5/12 &amp; WED 5/13</u>
<input type="checkbox"/>	\$429 IN-PERSON <u>TUES 5/12 ONLY</u>
<input type="checkbox"/>	\$429 IN-PERSON <u>WED 5/13 ONLY</u>
<input type="checkbox"/>	\$250 WEBINAR <u>TUES 5/12 &amp; WED 5/13</u>
<input type="checkbox"/>	\$165 WEBINAR <u>TUES 5/12 ONLY</u>
<input type="checkbox"/>	\$165 WEBINAR <u>WED 5/13 ONLY</u>
<input type="checkbox"/>	\$320 HCCP CERT EXAM <u>THURS 5/14</u>
TOTAL DUE: <input type="text"/>	

**CANCELLATION POLICY:** A credit or refund, less a \$50 cancellation fee, will be issued if a written request is received at least 15 days prior to event. After this date, fees are nonrefundable. A substitute may be sent in place of registrant. Send request to: PAHMA, PO BOX 486, Oakmont, PA 15139 or email [admin@pahma.org](mailto:admin@pahma.org)

**FOR YOUR COMFORT:** Since room temperatures are difficult to regulate to everyone's satisfaction, layered clothing is strongly recommended

**EVENT ETIQUETTE:** All attendees are required to abide by the Event Etiquette and Standards of Behavior Policy which can be found on our website

**IN THE EVENT OF SPEAKER CANCELLATION:** PAHMA reserves the right to substitute the speaker/topic and/or reschedule the training

**FOR CHECKS:** Make Payable to PAHMA and send to: PO Box 486, Oakmont, PA 15139-0486

**FOR CREDIT CARD:** Complete below & **EMAIL** (secure VPN) to [admin@pahma.org](mailto:admin@pahma.org) or direct **FAX** to Marianne at (412) 927-2631

Total amount of charge: \$ \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_ Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVC Code: \_\_\_\_\_ Billing ZIP Code: \_\_\_\_\_

Email Address for Receipt: \_\_\_\_\_



## **LIHTC Fundamentals Course (Day 1)**

### **What You'll Learn**

- Six Key Requirements for Managing a LIHTC Property including HOTMA updates
- Complete review of the major players and governing documents & project info
- Determining maximum incomes, maximum rents and utility allowances
- Qualifying Residents & Income Certifications: Determining household composition, processing an application, verifying income and assets, calculating household income & assets, and the full time student rule.
- Ongoing Compliance: lease requirements, move ins, recertifications, transfers, special rules for live in care attendants, changes in household composition, layering of programs, file maintenance, and compliance monitoring

## **LIHTC Advanced Course (Day 2)**

### **What You'll Learn**

- LIHTC Allocations & determining the value of the LIHTC
- Project set-asides, eligible basis, applicable fractions and qualified basis, credit percentages, treatment of exempt units
- Critical time periods, First year of the credit period – lease up and acquisition-rehabs
- Advanced rent & fee issues
- IRS Forms & correcting non-compliance
- Unit Vacancy Rule & Available Unit Rule
- Combining LIHTC w/ other programs

## **How You'll Benefit**

- Explore the LIHTC compliance rules with an expert who will put the rules in context with examples and facilitate discussions.
- Share best practices and tips to increase efficiency at your property.

## **HCCP Exam (Day 3)**

The Housing Credit Certified Professional (HCCP) exam is a comprehensive test covering development, compliance and management issues. Successful completion of the exam is one component of achieving the prestigious HCCP designation.

## About The Speaker



# STACY DAY

HCCP, SHCM  
COO

A highly experienced professional in the multi-family property management industry, Stacy Day has over 25 years of hands-on knowledge in affordable housing. Stacy has held Vice President roles in both Compliance and On-Site Operations, so she understands the challenges to keep the bottom line in check while staying in compliance!

"I take pride in knowing the hard work I do gives deserving families a place to call home."  
- Stacy Day



Stacy focuses on training tips for lease ups and resyndications by blending management and compliance operations for optimal results. She has always worked closely with the on-site property staff to ensure a true understanding of what is happening in "the real world". Her years of experience allow her to provide next-level support regardless of the circumstances.



- 2015 HCCP of the year
- SAHMA Board of Directors
- Stacy regularly speaks at state and national affordable housing conferences
- Trainer & HCCP Exam Proctor



[COMPLIANCE SUPPORT.COM](http://COMPLIANCE SUPPORT.COM)

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