

## **Frequently Asked Questions:**

### **How long is the class?**

9:00 am – 3:00pm, with a one hour break for lunch

### **How much is the class?**

- Free for representatives attending to receive their IRS Form 8609
- Free for chfareach members
- \$50 per person for non-members

### **How do I know if my property is a chfareach member?**

You can check to see if your property is a member by looking on CHFA's Insight database by going to <https://www.echfa.com/insight/default.aspx> or

Ask your property manager/owner if they have paid annual dues to join the program. Chfareach membership fees are based on the number of units at your property. The annual membership rate is \$7.50/per unit/per year. This annual fee allows all the staff at that property, including maintenance technicians, to attend unlimited classes throughout the year. It's a wonderful way to provide training to ALL your staff on the most current issues facing affordable housing today!

### **How do I become a chfareach member?**

Contact the chfareach Program Coordinator, Kirsten Coe, at 303.297.7394 or [kcoe@chfainfo.com](mailto:kcoe@chfainfo.com) OR go to [www.chfainfo.com/chfareach](http://www.chfainfo.com/chfareach) for details!

### **What is the IRS Form 8609?**

This is an IRS form that must be filled out by a property owner and submitted to the IRS to claim tax credits. To receive the IRS Form 8609, a property must send appropriate representatives to an approved Tax Credit Compliance course or certificate program. CHFA offers an approved course, *LIHTC Compliance*, that qualifies a property to receive its 8609.

### **What topics are covered?**

History of LIHTC Program, LIHTC Occupancy Requirements, Determining Household Members Annual Income & Assets Calculations, Tenant Income Certifications & Recertification, Gross Rents, Utilities, & Fees, Non-Transient Occupancy, Next Available Unit and Vacant Unit Rules, Good Cause Eviction, Annual Submissions and Management Reviews, and Practice Scenarios will be covered.

### **Is this the basic or the advanced class?**

We combined the basic and advanced classes into one class, *LIHTC Compliance*.

### **I don't have any Tax Credit experience, is that ok?**

Of course! This class is a great overview of the tax credit program. You can also take *Tax Credit Foundations: The ABC's of Tax Credits* class which is an introductory class on the T/C program for those brand new to Tax Credits. This class is also offered through chfareach.

### **What lodging is available nearby?**

*Within Walking Distance:*

Oxford Hotel (303) 628-5400

Magnolia Hotel (303) 607-9000

Westin (303) 572-9100

*A little farther Walk: (16<sup>th</sup> Street Mall Shuttle ride + short walk)*

Hilton Garden Inn (303) 603-8000

Curtis Hotel (303) 571-0300

Hyatt (303) 436-1234