



The Section 8 Administrators Association Presents:

SEMAP ESSENTIALS

Presented by Quadel Consulting & Training, LLC

This training will be remote and the link will be sent by Quadel Consulting. Please make sure you put your email(s) on the registration form.

<u>Date:</u>	November 16, 2022 and November 17, 2022	
<u>Time:</u>	9am-1pm on both days	
<u>Fee:</u>	\$100 per member	\$200 per non member

The training will cover the following topics:

- SEMAP Indicators & Monitoring
- Quality Control Requirements
- Quality Control Samples
- Tenant File Reviews
- Selection from Waiting List
- Rent Reasonableness
- Determination of Adjusted Income
- Inspection Monitoring
- Monitoring SEMAP using PIC
- Monitoring SEMAP Indicators 13 & 14
- Monitoring Deconcentration Bonus Indicator
- SEMAP Timeline, scoring & Designation
- Corrective Action Report
- Corrective Action Plan
- Documentation of SEMAP Confirmation

Who Should Attend?

Occupancy staff, their supervisors and directors, and all employees who interact with applicants and participants as part of their regular job duties.

Registration Form

November 16 and 17, 2022

SEMAP with Quadel Consulting & Training LLC

VIRTUAL TRAINING

\$100 Member or \$200 Non-Member

(All attendees from one agency can be listed on this form) Multiply cost by number of attendees.

Member: (yes or no)
Name(s)
Agency
Phone
Email(s)
Total # of Registrations:
Amount due to Section 8 AA: \$ _____

No refunds will be granted to anyone who registers but fails to attend the training or who cancels after November 10, 2022

How do I register?

EMAIL/SCAN REGISTRATION FORMS TO: Jasmin Jean-Louis, Melrose Housing Authority at S8AAssociation@gmail.com

How do I pay?

PLEASE NOTE OUR NEW ADDRESS FOR CHECKS. PLEASE INFORM YOUR FINANCE DEPT.

Please make checks payable **only** to:

SECTION 8 ADMINISTRATORS ASSOCIATION,
C/O Burlington Housing Authority,
15 Birch crest Street,
Burlington, MA 01803