

ONAP TRAINING

Admissions and Occupancy



TRAINING AGENDA

May 21-23, 2024 | Oklahoma City, OK | 8:30 am – 4:30 pm

DAY 1: 8:30 am – 4:30 pm

- Registration and Sign in
- Introductions
- Overview of NAHASDA
- Organizing an Admissions & Occupancy Department
- Application Process
- Determining Income Eligibility
- Calculating Adjusted Gross Income

DAY 2: 8:30 am – 4:30 pm

- Review of Day 1
- Calculating Adjusted Gross Income (continued)
- Wait List Management
- Occupancy Standards
- Selection
- Verification Process

DAY 3: 8:30 am – 4:30 pm

- Review of Day 2
- Lease Management
- Lease Compliance Basics
- A&O Requirements for Other Programs
- Housing Counseling
- Collections
- Q&A and Wrap-up

Please Note: Times and topics, as specified on the agenda, are approximate and may vary depending on the pace of the class.