

ONAP TRAINING

Admissions and Occupancy



VIRTUAL TRAINING AGENDA

April 9-11, 2024 | 9:00 am – 4:00 pm Pacific Time

DAY 1: APRIL 9, 2024

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

DAY 2: APRIL 10, 2024

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

DAY 3: APRIL 11, 2024

- 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.