



The Oregon Affordable Housing Management Association Presents  
**Live-In Aides: Compliance Made Clear**

*Skillbuilding for Affordable Housing Providers*

**LIVE WEBINAR**

Wednesday, August 20, 2025, 1:30 pm to 3 pm – PDT

This course provides a comprehensive overview of the rules and regulations governing Live-In Aides in HUD housing as outlined in the HUD Handbook 4350.3. Participants will gain a clear understanding of eligibility requirements, documentation processes, and compliance standards necessary to ensure proper application of HUD policies. Through interactive examples and case studies, this course will equip learners with the knowledge to confidently address Live-In Aide-related issues in **HUD** housing management.

***By the end of this course, participants will be able to:***

- Define the role and eligibility criteria for Live-In Aides as outlined in HUD regulations.
- Interpret key HUD rules related to income calculations, family composition, and unit size considerations.
- Apply HUD policies to real-world scenarios, ensuring compliance with tenant and housing authority requirements.
- Document and manage the necessary paperwork to support Live-In Aide eligibility and recertification processes.
- Identify common challenges and develop strategies for resolving disputes or misunderstandings regarding Live-In Aides.

Our Instructor: **Gwen Volk** has provided training and consulting services in 36 states through **Gwen Volk, InFocus, Inc.** She has extensive knowledge and experience in Section 42 low-income housing tax credit, tax-exempt bond, HOME, Section 8, 236, 202 PAC, 202/811 PRAC and Rural Development programs.

Tech Advice: Please participate on a desktop or a laptop computer. An ethernet connection is preferable.

To Register: Please fill out and email this fillable form to [oregonahma@frontier.com](mailto:oregonahma@frontier.com) or, print the form, fill out by hand, then scan/email to [oregonahma@frontier.com](mailto:oregonahma@frontier.com)

FINAL Registration Deadline: August 18, 2025

Webinar Registration Fees: For AHMA members: \$125. For non-members: \$150.

Payment Options: **(WE DO NOT INVOICE.)**

◆ Pay by PayPal on this page of our website:

[http://www.oregonaffordablehousingmanagement.com/education\\_schedule.htm](http://www.oregonaffordablehousingmanagement.com/education_schedule.htm)

◆ If you don't have a PayPal account, you can use PayPal as a GUEST. Just follow the instructions in the PayPal shopping cart.

◆ Or, send your check to Oregon AHMA, P.O. Box 1135, Forest Grove, Oregon 97116

◆ **Payment is due by August 18.** Login is contingent upon payment. Attendee substitutions are permitted.

CEUS: This class fulfills 1.5 CEUs for those with broker or property management licenses.

Questions? Contact Oregon AHMA Director Maggie Meikle at [oregonahma@frontier.com](mailto:oregonahma@frontier.com)

# REGISTRATION FORM FOR

## Live-In Aides: Compliance Made Clear

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### \*\*\*REGISTRATION OPTIONS\*\*\*

- Fill out this fillable form, save it, and email it to *oregonahma@frontier.com*
- Print the form, fill it out, scan it, and email to *oregonahma@frontier.com*
- REGISTRATION/PAYMENT DEADLINE: AUGUST 18

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