



To: All Owners and Managers
From: Bob Conroy, Director of Asset Management

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I. HUD Opens SfS Pilot to All Service Coordinators

HUD recently communicated that they are inviting and encouraging all service coordinators in Multifamily Housing for the Elderly and Disabled (Sect. 202 housing) to participate in the Standards for Success Pilot (SfS) for fiscal year 2018 (FY 2018). For FY 2018, participation in the pilot is voluntary. Both budget-based and grant-funded recipients are able to participate.

In FY 2017, HUD partnered with the Pangea Foundation—AASC’s partner in the development and maintenance of the web-based AASC Online data and case management system—to begin piloting SfS with service coordinators who use AASC Online. If you are a current AASC Online subscriber, you participated in and reported your work in the SfS system this past October and are still included in the pilot unless you have specifically requested not to participate.

For FY 2018, HUD seeks to expand participation. SfS requires only one annual report submission, and pilot participants do not have to complete the Semi-Annual Performance Reports. Furthermore, pilot participation provides the advantage of learning and becoming accustomed to the new reporting requirements before they become mandatory across HUD discretionary programs.

Service coordinators that want to participate in the SfS pilot may subscribe to AASC Online or use their own existing electronic case management system. For those who do not have an electronic file/data management system, HUD provides complimentary access to the GrantSolution online data collection and reporting tool called inform which allows participants to record their data throughout the reporting period and submit the data when ready.

If you do not use AASC Online but would like to participate in the SfS Pilot for FY 2018, you will need to email the GrantSolutions Help Desk at help@grantsolutions.gov and provide the following information:

Organization name
Organization authorized representative
Organization point of contact
Organization DUNS number
Organization EIN/TIN number
HUD program
HUD grant number or contract number
Statement confirming your participation in Standards for Success for FY 2018

II. Spectrum Week Trainings

The Spectrum Company is offering several trainings/webinars on March 20-23, 2018.

On March 20-21 they are offering S.T.A.R. Training for Rural Development 515 Training and S.T.A.R. Certification.

On March 22-23 they are offering C3P Certification Training focusing on all aspects of marketing and management of projects involved with the Low Income Housing Tax Credit.

Both trainings are being held at the Marriott Portland Sable Oaks, in South Portland.

Attached is a flyer on the trainings and registration information.

III. MREMA Training and Conference

MREMA's March Quarterly Training is Harassment Prevention & Conflict Management scheduled on Thursday, March 15, 2018 at 8:30 a.m. Attached is a flyer on the training along with registration information.

Save the Date! The Maine Real Estate Managers Association "MREMA" Annual Conference is May 7-9, 2018 at the Maine Black Bear Inn and Conference Center in Orono. Please visit their website at MREMA.org for more information.

IV. U.S. Small Business Association Disaster Loans

Non-profits who suffered a loss in the October 2017 windstorm have until March 5, 2018 to file a claim with the Small Business Association (SBA). The SBA provides long-term disaster loans to repair or replace damaged property. For more information, visit their website at <https://disasterloan.sba.gov/ela/>.

V. Fair Housing Training

The Maine Continuum of Care Resource Committee (CoC) is hosting two fair housing trainings in the month of February.

On February 9th, in the MaineHousing Boardroom is the first training. There will also be a training offered in Portland on February 14th.

Please see the attached two flyers for more information.

Attachments:

- **MREMA Quarterly Training**
- **March Spectrum Week**
- **Fair Housing Training Flyers (2)**

Please note that MaineHousing provides notices as a service to our partners. Notices are not intended to replace ongoing training and do not encompass all compliance and regulatory changes that may occur on the wide arrange of housing programs in which we work. MaineHousing recommends partners establish an ongoing training program for their staff.

MaineHousing does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, ancestry, physical or mental disability, age, familial status or receipt of public assistance in the admission or access to or treatment in its programs and activities. In employment, MaineHousing does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, ancestry, age, physical or mental disability or genetic information. MaineHousing will provide appropriate communication auxiliary aids and services upon sufficient notice. MaineHousing will also provide this document in alternative formats upon sufficient notice. MaineHousing has designated the following person responsible for coordinating compliance with applicable federal and state nondiscrimination requirements and addressing grievances: Louise Patenaude, Maine State Housing Authority, 353 Water Street, Augusta, Maine 04330-4633, Telephone Number 1-800-452-4668 (voice in state only), (207) 626-4600 (voice) or Maine Relay 711.



MAINE REAL ESTATE & MANAGEMENT ASSOCIATION



QUARTERLY TRAINING

Thursday, March 15, 2018

Ramada Inn– 490 Pleasant Street, Lewiston

Harassment Prevention:

Harassment in the workplace is against the law. But beyond being illegal, harassing behaviors have the potential to be demeaning and destructive to victims and work cultures. This program is intended to help employers and employees prevent and stop the damaging effects of all types of harassing behaviors. It includes the following:

- Discussion around office and property/site level dynamics around sexual harassment
- the illegality of sexual harassment
- definition of sexual harassment & description of sexual harassment and other types of harassment
- internal complaint process & protection against retaliation
- legal recourse and complaint process through the Maine Human Rights Commission



Additionally, this program addresses the role we all have in speaking up in our workplaces so that all employees feel safe and valued.

Managing Conflict:

We are naturally hardwired to defer to our fight-or-flight instincts when engaging in conflict. However, in many instances conflict actually offers an opportunity to develop new skills, especially when interacting with residents. Participants take the T.K.I. assessment (Thomas-Kilmann Conflict Mode Instrument) to build self-awareness. This program explores how the five different types of approaching conflict have their own best sets of circumstances for practicing. Managing Conflict also provides an opportunity to explore the CALM model (Clarify, Agree, Listen, Manage), a tool that promotes a thoughtful approach before engaging in conflict conversations.

A GREAT TRAINING FOR ALL OFFICE & MAINTENANCE STAFF

8:30 AM– 9:00 AM – Registration & Continental Breakfast

9:00 AM – 12:00 PM - Training : Harassment & Conflict Management

12:00 PM - 1:00 PM - Bob Conroy to present Maine Housing Update, Lunch & Networking

Register Online at MREMA.org or mail payment to:

MREMA

P.O. Box 4599, #82455, Portland, ME 04121-4599

FEE: \$75.00 Per Person (Members Only) \$100.00 Per Person (Non-members)

Names of Attendees:

Company:			
Address:			
City,ST,Zip:			
Phone:			
Email:			
Check Amt:			

If you require any special considerations, please state your request along with your registration by March 9, 2018.



You're Invited!

The March Event

SPECTRUM WEEK

LIVE! and also on Webinar

Spectrum Week

March 20 and 21, 2018 - STAR training \$600/per person (group rates available)

This SPECTRUM SEMINARS, Inc. Rural Development (RD) 515 Training and S.T.A.R. Certification course is a comprehensive training on the Rural Development 515 Program leading to receiving the S.T.A.R. Rural Development certification. The Spectrum Training Award Recipient (S.T.A.R.) may be earned by passing a certification exam after completing the Rural Development 515 course. The seminar covers handbook income, eligibility and occupancy issues, the 3560-8 Tenant Certification and the 3560 Handbook Regulations, fair housing and VAWA laws.

March 22 and 23, 2018 - C3P training \$600/per person (group rates available)

C3P is a certification course focusing on all aspects of Marketing and management of projects involved with the Low Income Housing Tax Credit. The seminar includes case studies for HUD, Rural Development or conventional properties with a detailed discussion of IRS regulations, income limits and recapture issues. The seminar includes eligibility, rent calculations and restrictions, continuing compliance, and a discussion of IRS final regulations on compliance monitoring. An exam at the end of training will give attendees an opportunity to earn their Nationally recognized C3P designation. Tax Credit compliance is essential to IRS Section 42 requirements and the monitoring of State Agencies Certification will demonstrate your knowledge and understanding of this complicated program.

Where: Marriott Portland Sable Oaks, South Portland Maine

When: March 20 - 23, 2018

Email: admin@spectrumseminars.com

Phone: 207-767-8000 x201

Can't make it? Join the Webinar

March 20 - 23, 2018

Marriott Portland Sable Oaks, South Portland, ME

More information is available on our website:

www.spectrumseminars.com

Fair Housing Law



RSVP to Matt Pryor

City of Portland Adult Services

(207) 482-5141

mpryor@portlandmaine.gov

Wednesday February 14, 2018

10:00am – 12:00pm

196 Lancaster Street in Portland

Come learn about fair housing law in Maine from guest speaker

Patricia Ender of Pine Tree Legal Assistance

Pine Tree Legal is a statewide non-profit that provides low income Mainers with free, high quality legal assistance to help them meet critical basic needs like access to housing, food, income, safety, education and well-being.

Presented by:

Continuum of Care Resource Committee

Understanding Fair Housing Laws



Free Training Presented by:

Region 2 Homeless Council &
Maine Continuum of Care Resource Committee

February 9th, 2018

9:00 to 11:00 AM

(Regular Region 2 business meeting will follow at 11am.)

Location: Maine Housing, Water St. Augusta

Come learn about fair housing law in Maine from guest speaker Patricia Ender of Pine Tree Legal Assistance.

Pine Tree Legal is a statewide non-profit that provides low income Mainers with free, high quality legal assistance to help them meet critical basic needs like access to housing, food, income, safety, education and well-being.

No registration necessary. Any questions, contact: Robert Liscord rliscord@preblestreet.org