



Fair Housing For Housing Choice Course Syllabus

Training Time: 3-4 hours - 50 Question Exam and Certification of Completion

- Introduction and History of FHA
- Explanation of federal protected categories
- Overview of additional statutes applicable to the HCPV
- Practical application of concepts – fictional Housing Authority
 - Managing a waitlist
 - Preferences
 - Limited English Proficiency
 - Screening
 - Proof of citizenship
- Handling Prospect Calls
 - Consistency of information provided
 - Responding to questions about accessibility
- Criminal History Screening
 - Recent changes in screening expectations
 - HUD Guidance
 - Lookback periods and other factors to consider
 - HUD requirements for screening
- Voucher Information
 - Briefing
 - Required information packet
- Locating a Unit
 - Steering
 - Search process
 - Voucher terms and timelines
- Unit Inspections and fair housing concerns
- Disability Introduction
 - Definitions
 - Accessibility

- o Reasonable Accommodations and Modifications
 - o Importance of a consistent process
 - o Third-party verification
- Reasonable Accommodation Process
 - o In-depth discussion of obtaining and considering third-party verification
 - o Interactive process
 - o Documentation of the process
 - o Nexus
- Reasonable Accommodation Examples
 - o Live-in Aides
 - o Extra bedroom
- Assistance Animals
 - o Definitions
 - o Request and verification process
 - o Assistance animal rules
 - o Properly handling denials
- Reasonable Modifications Process
 - o Payment obligations
 - o Practical examples of requests
- Private Landlord's Fair Housing Responsibilities
 - o Considering and responding to requests for reasonable accommodations and modifications
 - o Assistance animals
 - o Harassment
 - o VAWA
- Violence Against Women Act (VAWA)
 - o Introduction and definitions
 - o Notice requirements
 - o Verification and self-certifications
 - o Emergency transfers
 - o Lease bifurcation
 - o Confidentiality
 - o Hearing request
- Termination of Benefits
 - o Types of termination
 - o Sufficient notice
 - o Hearing rules and process

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