

AGENDA

Office of Housing Assistance and Grant Administration
Housing Assistance Policy Division



Enterprise Income Verification (EIV) Instructional Course for Multifamily Housing Programs

December 16-17, 2008
11:00AM – 4:00PM

DAY ONE

11:00AM – 11:15AM

INTRODUCTION (Slides 1-10)

**Gail Williamson, Director,
Housing Assistance Policy Division**

11:15AM – 12:00PM

**GAINING/CONTINUING EIV ACCESS
(Slides 11-79)**

**Kevin Garner,
Housing Program Manager**

12:00PM – 1:00PM

**USER ADMINISTRATION &
Q&A SESSION (Slides 80-115)**

**Kevin Garner,
Housing Program Manager**

1:00PM – 2:00PM

LUNCH

2:00PM – 2:45PM

**SECURITY AWARENESS &
Q&A SESSION (Slides 116-159)**

**Michael Sharkey,
Housing Program Manager**

2:45PM – 3:00PM

BREAK

3:00PM – 4:00PM

**EIV MODULES &
Q&A SESSION (Slides 160-215)**

**Michael Sharkey,
Housing Program Manager**

Day Two

11:00AM – 11:15AM

RECAP OF DAY ONE (Slides 1-4)

**Gail Williamson, Director,
Housing Assistance Policy Division**

11:15AM – 11:45AM

INCOME REPORT (Slides 5-25)

**LaDonna Reed-Morton,
Housing Program Manager**

11:45AM – 1:00PM

**INCOME DISCREPANCY REPORT &
Q&A SESSION (Slides 26-45)**

**LaDonna Reed-Morton,
Housing Program Manager**

1:00PM – 2:00PM

LUNCH

2:00PM – 2:30PM

**FAILED VERIFICATION REPORT,
NO INCOME REPORT, &
NEW HIRES REPORT (Slides 46-61)**

**Yvette Viviani,
Housing Program Manager**

2:30PM – 2:45PM

BREAK

2:45PM – 3:45PM

**EIV MONITORING &
Q&A SESSION (Slides 62-82)**

**Yvette Viviani,
Housing Program Manager**

3:45PM – 4:00PM

CLOSING REMARKS (Slide 83)

**Gail Williamson, Director,
Housing Assistance Policy Division**