

Conference Hotel and Registration Information

Holiday Inn Sunspree Resort and Conference Center, June 10-11, 2004

Holiday Inn Sunspree Resort and Conference Center

The conference center and hotel is located just three blocks from the west entrance to Yellowstone. This award winning full-service resort hotel provides spacious and well-appointed rooms brimming with amenities, from mini fridges and microwaves to a relaxing sofa seating area. If you're looking for complete luxury, the King Spa rooms feature a two person jetted spa and a comfortable king size bed.

Hotel amenities include an indoor pool, whirlpool, sauna and fitness room. Kids will enjoy a free activity program and the Yellowstone Country Activities Desk will help you make arrangements to enjoy the many outdoor adventures in the area.

Treat yourself to western cuisine and wild game entrees in the Oregon Short Line Restaurant, or tour the museum quality rail car adjacent to the restaurant. Relax in the Iron Horse Saloon and Casino or enjoy the sights of West Yellowstone. The Holiday Inn SunSpree Resort is within walking distance to shopping, the Grizzly and Wolf Discovery Center, Yellowstone IMAX and Playmill Theater.

Mountain Plains Regional
Council of NAHRO
705 Iris Avenue
Boulder, CO 80304

303-447-0690 voice
303-402-1959 fax
martensb@aol.com
www.mpnahro.org



Reservations

The Holiday Inn room rate is \$79.00 per night single or double occupancy. Suites and rooms with more amenities are available at rates ranging from \$89.00 to \$150.00. Be sure to mention you are with Mountain Plains NAHRO for the special room rate. For reservations call 800-646-7365.

Conference Registration

The registration brochure will be mailed out in early April. Please be on the look out for it. Registration for members is \$200.00 per person and includes all workshops, two breakfasts, two lunches, two receptions, and a banquet dinner. Mountain Plains NAHRO is also happy to offer online registration beginning in April at our website: www.mpnahro.org. Check it out!

Transportation to West Yellowstone

Limited flights are available into the small West Yellowstone airport where car rentals and taxi service are available. A cheaper option is to fly into Bozeman, Montana, located a scenic 90 miles north of West Yellowstone. Car rentals, taxi and daily bus service are available in Bozeman. More complete details on how to reach West Yellowstone are outlined on the Chamber of Commerce web site: <http://www.westyellowstonechamber.com/howto.htm>.

Nonprofit Org.
US Postage
PAID
Boulder, CO 80303
Permit #1542

Mountain Plainsman

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National Association of Housing and Redevelopment Officials

March 2004

2004 Conference Primer Issue

2004 Mountain Plains & Montana NAHRO Joint Conference, June 10-11, West Yellowstone, Montana



Mountain Plains NAHRO is pleased to be joining efforts with Montana NAHRO in the presentation of this year's annual conference.

The conference will feature an assortment of national and regional experts who will address a variety of issues in the areas of Public Housing, Section 8, Community Revitalization and Development, Resident Services, and Professional Development. We will also be offering a day-long RHIIP training presented by HUD on Friday, June 11.

West Yellowstone, Montana, is a rustic mountain town nestled between National Forest lands and Yellowstone National Park. The area is filled with watchable wildlife, breathtaking views

and activities for people of all ages. Within the world's First National Park, ten thousand thermal features and 2 1/2 million acres of nature's best offer days of exploration, adventure and learning. Restored gold mining towns, the fascinating 1959 Earthquake area and two National Forests provide the backdrop for even more fun.

West Yellowstone is ideal for a family vacation and we encourage you to consider combining some pleasure with business in this remarkable part of the world!

In addition to developing great workshops, the conference planning committee has been working hard to organize some fun social events and ample networking opportunities. A variety of conference materials are contained in this issue of the Plainsman



including program details, awards information and a scholarship application. The awards application deadline is April 16 and the scholarship application deadline is May 7.

A formal registration brochure and registration form with final program information will be mailed to you in early April. This material will also be posted on the www.mpnahro.org web page.

We look forward to seeing you and your family!

Contents

The Mountain Plainsman is a publication of the Mountain Plains Regional Council of the National Association of Housing and Redevelopment Officials. If you are interested in receiving this publication or submitting material, please contact Dave Martens at 303-447-0690.

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Conference Hotel and
Registration Information

2004 Mountain Plains/ Montana NAHRO Joint Conference

June 10-11, West Yellowstone, Montana

Agenda At A Glance

Wednesday, June 9

- 12:00–4:00 Montana Department of Commerce
Section 8 Training (by invitation only)
- 3:00–5:00 Early Bird Conference Registration
- 5:00–8:00 Social Gathering

Thursday, June 10

- 7:30–9:00 Registration/ Breakfast
- 9:00–10:30 Opening Session
- 10:45–12:15 Concurrent Sessions
- 12:15–1:45 Lunch (on your own)
- 2:00–5:15 Concurrent Sessions
- 5:15–7:00 Sponsor Reception
- 7:00–9:00 Hospitality: Next Year's Host State Reception

Friday, June 11

- 8:00–9:00 MP Annual Meeting/ Breakfast
- 9:00–10:30 General Session- National Update
- 9:00–5:00 HUD RHIIP Training
- 10:45–12:15 Concurrent Sessions
- 12:15–1:45 Mountain Plains NAHRO Awards Luncheon
- 1:45–5:00 Concurrent Sessions & Technical Training
- 6:00–10:00 Banquet

Mountain Plains NAHRO Awards

Let's recognize the "Best of the Best" this year during our Mountain Plains NAHRO conference!

An award nomination form is included as an insert in this newsletter. We sincerely hope you take a few minutes to submit an entry to recognize a project or person from your agency in one of eight categories. And, if you are a high performing agency, you'll want to submit a nomination for the President's Award that recognizes agencies with excellent PHAS and/or SEMAP scores. Awards will be presented at the awards luncheon on Friday, June 11, 2004. Let's take a few moments during the conference and say THANK YOU – JOB WELL DONE!

Conference Highlights

Education

PROGRAM ESSENTIALS

A variety of workshop tracks will cover Public Housing, Section 8, Community Revitalization & Development, Resident Services, and Professional Development.

RHIIP TRAINING

An all-day training from HUD regarding their latest and greatest acronym! RHIIP involves both Section 8 and Public Housing by striving to reduce income and rent errors and improper administrative payments. Assure that your programs (and you) can rest in peace.

SESSION HIGHLIGHTS

Listed below are tentative session titles along with a table with a schedule of proposed dates and times of events and sessions. A final schedule will be included in the Registration Brochure that will be mailed to you in April.

Public Housing and Section 8: PIC Training (double session); Public Housing and Section 8 Regional Update from HUD; HUD 504, Title VI and FHEO; Section 8 Homeownership; HUD Financial Management Center; Identifying & Dealing with Meth Labs; and Mold Abatement Issues.

Community Revitalization & Development: Community Planning and Development Update from HUD; Tax Credits 101; Multi-Finance Strategies from Fannie Mae and ESIC; and Best Practices in Development.

Resident Services: Fraud in Assisted Housing and Special Needs Supportive Housing (double session)

Professional Development: Compassion Fatigue; Communication for our Clientele; National NAHRO Focus Group; NAHRO E-Procurement & Access Alliance; and Coaching for Success (double session).

Fun

Activities, Receptions and Banquet—There won't be a shortage of fun in West Yellowstone. Arrive on Wednesday, June 9, and join us for a social gathering (location to be announced). Our Conference Sponsors will hold a reception on Thursday, June 10, followed by a hospitality reception sponsored next year's conference hosts. Friday evening, June 11, is banquet night at the SunSpree Resort featuring local entertainment and music.

Lots to Do in West Yellowstone—When it comes to summertime activities, the West Yellowstone area is an outdoor enthusiast's paradise. You can visit regal Yellowstone National Park right next door with its famous geysers, wildlife and waterfalls. The area also offers great fishing in blue ribbon streams, hiking in pristine wilderness, or real western horseback riding, whitewater rafting or mountain biking on hundreds of miles of single track and forest service roads. For more information on the area visit one of these web sites: www.westyellowstone.com or www.wyellowstone.com.

Proposed Workshop Schedule



Wednesday, June 9

3:00–5:00

Early Registration–Holiday Inn Conference Center Lobby

5:00–8:00

Social Gathering (TBD)

Thursday, June 10

7:30–9:00

Registration/Breakfast

9:00–10:30

Opening Session–TBD

10:45–12:15

Compassion Fatigue
(PD)

HUD OIG Fraud in
Assisted Housing (RS)

Tax Credits 101
(CRD)

Special Needs
Supportive Housing I (RS)

12:15–1:45

Lunch

2:00–3:30

PIC Training Part I
(PH)

HUD Regional
PH/S8 Update HUD
(PH/S8)

Communication for
our Clientele
(PD)

Special Needs
Supportive Housing II
(RS)

3:45–5:15

PIC Training Part II
(PH)

Preparing for HUD 504
& Title VI Compliance
Review HUD FHEO
(PH/S8)

Section 8
Homeownership
(S8)

NAHRO Focus Group
(PD)

5:15–7:00

Sponsor Reception

7:00–9:00

Next Year's Host State Hospitality Reception

Friday, June 11

8:00–9:00

Mountain Plains NAHRO Annual Meeting/ Breakfast

9:00–10:30

**National Housing Update
Panel of HUD & NAHRO Representatives**

RHIIP Training
HUD

10:45–12:15

Financial Management
Center HUD
(PH/S8)

HUD Regional
CPD Update
(CRD)

E Procurement
Access Alliance
(PD)

RHIIP Training
HUD

12:15–1:45

Awards Luncheon

1:45–3:15

Coaching For Success
Part I
(PD)

Identifying & Dealing
with Meth Labs
(PH/S8/CRD)

Fannie Mae
Enterprise Fund
Multi-Finance (CRD)

RHIIP Training
HUD

3:30–5:00

Coaching For Success
Part II
(PD)

Mold Abatement
Issues
(PH/S8/CRD)

Best Practices
Development
(CRD)

RHIIP Training
HUD

6:00–10:00

Banquet–Sponsored by Fannie Mae

Key to Sessions

Each session has been given a code to show areas of applicability
 PH = Public Housing RS = Resident Services PD = Professional Development
 S8 = Section 8 CRD = Community Revitalization & Development

Mountain Plains NAHRO Awards

nomination information

Let's recognize the "Best of the Best" this year during our Mountain Plains NAHRO conference!

Often our day-to-day responsibilities are overwhelming and we don't stop to 'smell the roses' or realize how much we have accomplished in the past year. Please encourage each and every agency to consider nominating a staff person, board member or agency effort this year! With all the challenges we have faced and those still to come, let's take a few moments during the conference and say THANK YOU – JOB WELL DONE!

Entries may be submitted by any current paid member of a state NAHRO Chapter. Awards in Categories I, II, III are awarded to Mountain Plains member agencies only.

The selection committee may award more than one winner in a category.

Nominations should be submitted using the following format:

- 1. Situation or Task** – Explain the situation or task (goal) your agency/staff/individual wanted to resolve or overcome.
- 2. Action Taken** – Explain the steps you took to overcome or achieve your goal/task/situation.
- 3. Results** – Explain the results of your efforts.

Please be as brief as possible. Nominations should be no more than 300 words, type written. Include samples of newsletters, annual reports or other publications if applicable. The awards committee must have the original and three copies.

CATEGORY I — BEST ANNUAL REPORT

Annual Reports are often the Housing Authority's best opportunity to educate the public and board on their achievements, struggles and goals for the past year. Has your PHA produced an Annual Report that received rave reviews by the board or public?

- Small Housing Agency (under 500 units under management or lease)
- Medium to Large Housing Agency (over 500 units under management or lease)
- Community Development Agency.

CATEGORY II — BEST NEWSLETTER

PHA's often struggle with getting the message out to their residents and the public. Newsletters are a wonderful communications tool. Has your PHA produced a Newsletter that is creative and communicates in innovative ways?

- Small Housing Agency (under 500 units under management or lease)
- Medium to Large Housing Agency (over 500 units under management or lease)
- Community Development Agency.

CATEGORY III — BEST EDUCATIONAL/INFORMATIONAL PUBLICATION

Have you or your colleagues produced educational/informational materials to assist your residents? Have you or your colleagues produced a great brochure to educate the public on affordable housing or your PHA? Examples would be a Resident Handbook or a Public Relations Brochure.

- Small Housing Agency (under 500 units under management or lease)
- Medium to Large Housing Agency (over 500 units under management or lease)
- Community Development Agency.

CATEGORY IV — COMMUNITY RECOGNITION

Has your authority or community development agency received community recognition during the past year? Perhaps your local media provided coverage of an event or educational series you organized. Examples would be an Open House that was covered by the media or perhaps a Resident Picnic that was featured on the news. Entries may include copies, clippings, audio cassettes, VHS video tape or CD's.

- Small Housing Agency (under 500 units under management or lease)
- Medium to Large Housing Agency (over 500 units under management or lease)
- Community Development Agency.

CATEGORY V — INDUSTRY ACHIEVEMENT

A. Special Accomplishment by a Housing Authority. Has your Maintenance Department created an innovative way to reduce costs and serve the residents? Has your Finance Department converted to a new software system with ease and efficiency? Let's recognize those departments within our agency's that continually give 110%.

B. Special Accomplishment by a Community Development Agency. Has your Community Development Agency had an outstanding accomplishment in administration or worked on a great project?

C. Meritorious Achievement by a Housing Agency, Community Development Agency, HUD or Private Organization. This category honors groups whose special efforts or contribution benefit our programs and the people we serve.

CATEGORY VI — PROFESSIONAL DEVELOPMENT

Do you have a special colleague that has helped to mentor you or staff? Do you have a staff person who has gone the extra mile in their efforts to achieve organizational excellent? Perhaps a Program Manager who has performed beyond expectations and accomplished the impossible. Please consider nominating those who are the "Best of the Best."

- Mentor – An individual who has fostered and encouraged others in the area of professional development
- Individual Achievement – An individual who has gone the extra mile and performed beyond expectation

CATEGORY VII — MOUNTAIN PLAINS NAHRO COMMISSIONER'S SERVICE AWARD

Let's hear it for that truly outstanding, dedicated Commissioner! We all have at least one on the Board !!!

Commissioners or Board Members serving or who have served and have demonstrated commitment, dedication and constructive service the agency, community and or region.

PRESIDENTS AWARD FOR HIGH PERFORMING AGENCIES

Mountain Plains Board of Directors will recognize outstanding HIGH PERFORMING Agencies with a Special Recognition certificate. Please send in your PHAS and/or SEMAP score for FY 2003 so we can recognize those who achieve HIGH PERFORMING status! For those who were HIGH PERFORMERS and did not submit your scores for FY 2002 you are eligible to submit those scores for this year.

questions?

Joline Lucier
Mountain Plains NAHRO
VP Member Services Committee
701-265-8147
pchajolu@polarcomm.com

Nomination Form
on Back

DEADLINE
APRIL 16, 2004

Mountain Plains NAHRO Awards

nomination form

The Mountain Plains NAHRO Awards will be presented at the West Yellowstone Conference Awards Luncheon on Friday, June 11.

Category _____ Award Title _____ Subcategory A / B / C _____

Nominee {Individual, Agency, Commissioner, Station or Newspaper} _____

Agency _____

Address _____

City/State/Zip _____

Phone _____ Fax _____ Email _____

NOMINATIONS SHOULD BE TYPE WRITTEN ON A SEPARATE PIECE OF PAPER NOT TO EXCEED 300 WORDS AND SHOULD FOLLOW THE BELOW FORMAT. ENCLOSE RELEVANT SAMPLE MATERIAL IF APPLICABLE. THE VICE PRESIDENT OF THE MEMBERS SERVICES COMMITTEE WILL NOTIFY WINNERS BY APRIL 30, 2004. **THE AWARDS COMMITTEE MUST HAVE THE ORIGINAL AND THREE COPIES.**

1. PLEASE EXPLAIN THE **SITUATION/TASK/GOAL**
2. **ACTION TAKEN** TO MEET GOAL/TASK OR RESOLVE SITUATION
3. **RESULTS**

Name of Person Submitting Entry _____

Agency _____

Address _____

City/State/Zip _____

Phone _____ Fax _____ Email _____

**RETURN
TO **

NAHRO AWARDS
Joline Lucier
100 Tornado Drive, Suite 2
Cavalier, ND 58220

701-265-8147- phone
701-265-8079- fax

**DEADLINE
APRIL 16, 2004**

Mountain Plains NAHRO Conference Scholarship Program

Eligibility

Any current paid member of a state NAHRO Chapter in the Mountain Plains Region attending the 2004 conference. Additional scholarship forms can be downloaded at www.mpnahro.org.

Amount of Award

NAHRO will award up to \$200 per scholarship to cover registration and/or travel.

Deadline

Received by May 7, 2004

Notification

Recipients will be notified by May 10, 2004. NOTE: Make your hotel reservations before you hear about scholarships.

Name _____

Agency _____

Title _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Email _____

Number of Units _____ CDBG Allocation _____

Size of Budget _____ Dollar Amount Requested _____

Proposed Use of Funds _____

Why do you need scholarship funds? _____

How will your knowledge be shared with others? _____

**RETURN
TO** 

Mountain Plains NAHRO
705 Iris Avenue
Boulder, CO 80304
303-447-0690 phone
303-402-1959 fax
martensb@aol.com

**DEADLINE
MAY 7, 2004**

Please attach a letter
of support from your
Board Chair, Supervisor
or Mayor.