



**“As my career has changed and my responsibilities have grown, the training from NDC has been the core of my knowledge and the basis of most fundamental and advanced decisions I have had to make on projects and organizational structure.”**

Robert A. Cooks, President and CEO,  
Augusta Neighborhood Improvement Corporation

Nationally Recognized as the Leading Provider of  
**TRAINING PROGRAMS**  
FOR ECONOMIC, HOUSING, AND COMMUNITY  
DEVELOPMENT FINANCE PROFESSIONALS



**HOMES | JOBS | PEOPLE**





## NDC TRAINING AT A GLANCE

**81,000+**  
Trained  
Professionals

**3,843+**  
EDFPs

**2,294+**  
HDFPs

**1,673+**  
Sponsored  
Courses

**430+**  
Training  
Locations

### BECOME AN EXPERT

#### NDC courses teach professionals how to:

- Evaluate small businesses for creditworthiness
- Structure real estate deals
- Finance affordable housing
- Assemble financing for complex projects using tax credits, tax-exempt bonds and other state and federal programs.

### WHY CHOOSE NDC TRAINING?

Course instructors are part of NDC's team of leading development finance practitioners and bring a wealth of real time knowledge and expertise to every NDC training course.

NDC certification series training is intense and rigorous—with as many hours as an average college course, plus homework and a final exam. Students work through real case studies to reach real solutions.

We regularly update our courses with new material that reflects the latest financing programs, legislation and regulations. This includes Opportunity Zones, New Markets Tax Credits, changes to CRA regulations, and more.

---

**“Given the common theme of limited budgets for training, I recommend the NDC EDFP Certification as option number one for the staffing investment dollar.”**

Neil White, EDFP  
Regional Economic Development Director,  
Wisconsin Economic Development Corp.

### Professional Certification Programs

NDC's comprehensive training certification courses are delivered online through interactive multimedia instruction, live-remote sessions and through in-person classes. Check the current schedule online to find a time and place that is convenient for you.

- Economic Development Finance Professional™
- Housing Development Finance Professional™
- Rental Housing Development Finance Professional™
- Customized certification programs

### Professional Development Courses

Designed to meet the capacity-building needs of both seasoned professionals and those new to the field, these courses complement NDC's certification programs and are powerful standalone training opportunities.

Courses focus on specific development finance programs or techniques such as:

- Revolving Loan Funds
- Low-Income Housing Tax Credits
- New Markets Tax Credits
- Mixed-Use Real Estate Finance

### Sponsored and Customized Training

Bringing NDC training to your community for live-remote or in-person classes saves travel time and money for local participants and can significantly reduce per-participant tuition. Sponsors of NDC trainings include:

- Federal, state and local governments
- State housing finance agencies
- Economic, housing and community development associations and networks
- Banks seeking to meet Community Reinvestment Act goals
- National and local foundations

### Webinars and Online Training

Travel and time constraints don't have to be an obstacle to professional development. NDC is expanding our online training options to combine "anywhere access" that will prep development professionals for our nationally recognized in-class casework. Visit [ndconline.org/training](http://ndconline.org/training) for the latest information.



See our current training class schedule and more information at [NDCONLINE.ORG/TRAINING](http://NDCONLINE.ORG/TRAINING)

**“It’s the invaluable training that I received from NDC that has propelled my career to the highest level in the Public Housing Industry. I am known as an innovator and visionary, thanks to NDC training.”**

Michael A. Bates, HDFP  
Executive Director, Gallatin Housing Authority

## IMPACT AT A GLANCE

**\$760M+**  
Affordable  
Housing  
Investment

**\$750M+**  
New Markets  
Tax Credit  
Allocation

**\$2.5B+**  
Public-  
Private  
Partnership

**\$250M+**  
Small  
Business  
Loans

**81K+**  
Practitioners  
Trained

**100+**  
Community  
Development  
Partners

## OUR WORK

NDC acts as partner, teacher, investor, developer and lender, bringing together advisory services and capital for community and economic investment. We work with local and state governments and community-based organizations to help them create and implement their own unique development strategies.



## ndconline.org

**NDC Headquarters**  
325 Gold Street  
Suite 501  
Brooklyn, NY 11201  
(212) 682-1106

**Cleveland Office**  
1111 Superior Avenue, East  
Suite 1114  
Cleveland, OH 44114  
(216) 303-7177

**Seattle Office**  
1037 NE 65th Street  
Suite 368  
Seattle, WA 98115  
(206) 254-2800

**Training Office**  
4101 Spring Grove Avenue  
Suite A  
Cincinnati, OH 45223  
(513) 657-7870



# PROFESSIONAL CERTIFICATION PROGRAMS

Training Our Communities

## Economic Development Finance Professional Certification Program™

NDC’s 4-course Economic Development Finance Professional (EDFP) Certification Program™ is a rigorous and comprehensive training series designed for economic development practitioners. Participants learn how to build the capacity they need to successfully create jobs and translate economic development opportunities into results for their communities. Topics include business credit and real estate finance analysis, loan packaging, negotiating, problem solving, deal structuring and more!

- ED101—Economic Development Finance
- ED201—Business Credit Analysis
- ED202—Real Estate Finance
- ED300—The Art of Deal Structuring

## Rental Housing Development Finance Professional Certification Program™

NDC’s Rental Housing Development Finance Professional (RHDFP) Certification Program™ thoroughly examines the practice of affordable rental housing finance and development. Participants learn the housing development process, how to analyze and structure financing for rental housing deals, and negotiating skills to make complicated deals feasible. Topics include Historic Rehabilitation and Low-Income Housing Tax Credits, problem solving, deal structuring and more!

- HD420—Rental Housing Development Finance
- HD423—Computer Spread Sheet Analysis for Rental Housing
- HD435—Rental Housing Development Finance: Problem Solving and Deal Structuring

RHDFP’s may obtain the Housing Development Finance Professional (HDFP) Certification™ by completing the HD410-Home Ownership Finance course in addition to the RHDFP Certification Program™. The HD410 is a stand-alone course and can be completed at anytime.

- HD410—Home Ownership Finance
- Rental Housing Development Finance Professional (RHDFP) Certification Program™

**The EDFP, RHDFP, HDFP Certification Programs, and all NDC Professional Development Courses, are available for sponsorship to bring the benefits of NDC Training to your community, colleagues and development partners.**

## Webinars and Online Training

Travel and time constraints don’t have to be an obstacle to professional development. NDC is expanding our online training options to combine “anywhere access” that will prep you for our signature in-class casework. Visit [ndconline.org/training](http://ndconline.org/training) for the latest information.

**“I loved this training. It helped me to better understand the work I’ve been doing that supports my agency’s economic and real estate development goals.”**

Terri Morgan, EDFP, Senior Project/Program Specialist, Prosper Portland

## Professional Development Courses (Online or Classroom: Check [ndconline.org/training](http://ndconline.org/training))

NDC’s Professional Development courses provide timely instruction on specific financing tools, programs and development strategies. Designed to meet the needs of both seasoned professionals and those new to the field, these courses complement our certification programs and are powerful stand-alone training opportunities.

- New Markets Tax Credits
- Mixed-Use Real Estate Finance
- Low-Income Housing Tax Credits
- Asset Management for Affordable Housing
- Economic and Community Development Finance
- Revolving Loan Funds
- Making CDBG Work for Your Economic Development Efforts
- Real Estate Finance
- Rental Housing Development Finance
- HUD Section 108 Loan Guarantee Program
- Home Ownership Finance
- Economic Development Finance
- Cash Reigns Supreme: Tracking the Financial Results of Your Business
- How to Get a Loan



## COURSE & TRAVEL INFORMATION

### NDC's Response to COVID-19

During the pandemic, NDC trained thousands of development finance professionals through self-paced, interactive multimedia instruction and via live-remote classes. As the country works to recover from COVID-19, check the online training schedule to see what is being offered in a self-paced.

### Course Prerequisites

All registrants must meet established indicated course prerequisites for each course. Please note there are no exceptions made to the prerequisite requirements.

### Enrollment

Email information supplied at the time of registration should be for the individual registrant only. Essential information for the student will be sent to this email address.

If you are registering for another person and would like a copy of invoices or confirmations, please contact the registrar at [training@ndconline.org](mailto:training@ndconline.org) and this information will be provided.

A training registration is not confirmed and pre-session materials will not be sent to the registrant until full payment or a properly certified city, state or federal voucher, or purchase order has been received by NDC's Training Division. Payment or Purchase Order need to be received no later than two weeks prior to the course. If neither have been provided, the registration will be removed from the course to allow another student to replace the unfilled spot. Pre-session materials for the course will be sent prior to the start of the course. These materials may include an assignment to be completed prior to the first day of class.

### Self-paced Interactive Certification Classes

All students will have six months to complete the online course following the start date. Additional time can be purchased for an additional fee.

### Policies and Terms and Conditions

All students must accept the NDC Training Policies and Terms and Conditions before registering for a course. For more information on courses, registration, and student accounts, or to view the Policies and Terms and Conditions, please visit <https://ndconline.org/training/>.

### Hotel Accommodations for Open NDC Classes

Training participants are responsible for their own hotel and meal expenses. NDC has secured a block of rooms at our open\* training sites. Room rates are based on the prevailing Federal government per diem. The block will be held until thirty days before the start of the course or until the number of contracted rooms has been exhausted, whichever comes first. After this date, reservations will be taken on a space available basis and higher rates may apply. To receive the block rate, make your reservation early and state that you are participating in a National Development Council training course. You may also book your hotel room by going to the details section of the class you are registering for and clicking on the link under "Additional Information."

*\*Open training classes are open to all development professionals.*

### Travel and Course Schedule

Participants are responsible for their own travel expenses. Individuals are advised to register for a course before making airline reservations. Classes begin at 9:00 a.m. on the first day of the scheduled course, so participants should arrive the day before the start of the course if airline travel is required. An agenda for each course will be sent to registrants with the pre-session materials. End of day teamwork assignments typically take two hours to complete, so participants should plan their schedules accordingly. Certification course examinations are administered on the last day of class. Students are required to complete and return the examinations before leaving the course. Most participants finish the exam by 1:00p.m. (2:00p.m. in final certification courses), so travel plans should be made for late in the afternoon on the final day.

### APA AICP APPROVED

AICP members can earn Certification Maintenance (CM) credits for many NDC Training activities. When CM credits are available, they are noted on NDC's website or at [www.planning.org/cm](http://www.planning.org/cm).



ndconline.org/training



# 2022 TRAINING SCHEDULE

View the most current schedule at [ndconline.org](http://ndconline.org) or by scanning the QR code with your phone.



## Economic Development Finance

### ED101-OL: Economic Development Finance

Prerequisite: none

First Monday of every month. Interactive Multimedia Instruction

### ED201-OL: Business Credit Analysis

Prerequisite: ED101; Students will need to complete ED201 Part 1 before registering for Part 2.

#### Part 1

Second Monday of every month. Interactive Multimedia Instruction

#### Part 2

May 3-5 Live-Remote  
Sept. 7-9 Live-Remote

### ED202— Real Estate Finance

Prerequisite: none

Feb. 14-18 Live-Remote  
June 6-10 Live-Remote  
Nov. 28-Dec. 2 Live-Remote

### ED300-The Art of Deal Structuring

Prerequisite: ED101, ED201, ED202

March 15-17 & 22-25 Live-Remote  
July 18-22 Live-Remote

## Rental Housing Development Finance

### HD420-Rental Housing Development Finance

Prerequisite: none

Third Monday of every month. Interactive Multimedia Instruction

### HD423-Computer Spreadsheet Analysis For Rental Housing

Prerequisite: HD420

April 5-8 Live-Remote  
Aug. 15-18 Live-Remote  
Oct. 24-27 Live-Remote  
Nov. 14-17 Live-Remote

### HD435-Rental Housing Development Finance: Problem Solving and Deal Structuring

Prerequisite: HD420, HD423

Jan. 24-27 & 31-Feb. 3 Live-Remote  
May 9-12 & 16-19 Live-Remote  
Sept. 12-15 & 19-22 Live-Remote  
Dec. 5-8 & 12-15 Live-Remote

## Housing Development Finance

RHDFP's may obtain HDFP Certification by completing the HD410 course.

### HD410- Home Ownership Finance

Prerequisite: none

April 25-29 Live-Remote  
Oct. 31-Nov. 4 Live-Remote

## Professional Development

### PD515-New Markets Tax Credits

March 8-10 Live-Remote

### New Markets Tax Credits Webinar

April 8 Webinar  
July 14 Webinar

### PD405-Revolving Loan Fund

June 28-30 Live-Remote

### Mixed-Use Real Estate Webinar

Aug. 11 Webinar

### Low-Income Housing Tax Credits Webinar

Nov. 10 Webinar

AICP members can earn Certification Maintenance (CM) credits for NDC Training courses. When CM credits are available, they are noted at the end of a course description on the class registration page. More information about AICP's CM program can be found at [www.planning.org/cm](http://www.planning.org/cm).

