



# HOMES JOBS COMMUNITY



*Professional Development  
Certification Programs  
Sponsored and Customized Training  
Training Schedule*

*“NDC training gives practitioners the tools and techniques needed to get deals done. We bring the real world to the classroom with case studies based on actual deals and instructors who teach what they do in support of NDC’s mission in communities throughout the country.”*



## WHY CHOOSE NDC TRAINING?

### Stabilize and Sustain Your Community

Today, with a proven track record of results and accountability in revitalizing neighborhoods, important strategic partnerships, a highly developed training curriculum and a model for delivering technical assistance, NDC possesses the skills and experience to achieve local community development goals.

Capacity building through technical assistance and training is the heart of NDC’s work, but in pursuit of our mission, we have become a full-service community development financial institution for community and economic development, bringing development expertise and financial resources to client communities through a variety of high-impact programs.

#### TOP AREAS IN WHICH STUDENTS BENEFIT MOST FROM NDC TRAINING

Understanding of financing process  
Technical underwriting/ project structuring  
Broader community/ economic planning

NDC 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, analyzing and structuring them to reach real solutions. We regularly update our courses with new material that reflects the latest financing programs, legislation and regulations. Course instructors are members of NDC’s team of development finance specialists who impart real-world knowledge in the classroom. Working in communities across the country to structure a wide range of transformative projects, our instructors bring a wealth of experience and a timely perspective to every NDC training course.

## APA AICP APPROVED



Certification  
Maintenance

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).

### NDC TRAINING AT A GLANCE

**75,000+**  
Trained Professionals

**3,522+**  
EDFPs

**1,957+**  
HDFPs

**200+**  
Sponsors

**221+**  
Training Locations



# TRAINING OPPORTUNITIES

## *Sponsored and Customized Training*

Secure high quality NDC Training tailored to staff and local needs while reducing per participant tuition, and avoiding travel expenses

## *Professional Certification Programs*

NDC offers comprehensive training certification programs considered to be the “gold standard” of professional economic and housing development finance training:

- 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, CDBG compliance and mixed-use real estate finance.

## *Online Training*

Travel and time constraints don’t have to be an obstacle to your professional development. The online training format combines the best of NDC’s classroom settings with the convenience of “anywhere access” to NDC training.

## *Recertification*

As an NDC-Certified Development Finance Professional, you are recognized as a leader in your field. Keeping your certification and skills up-to-date will enhance your peer recognition and, most important, your ability to serve your community and your organization.

## *Training Schedule and Locations*

View the training schedule and list of open course locations.

## *Washington, DC Update Webinar Series*

The NDC Washington D.C Webinar Series is a free resource for NDC client communities and partners that provides information on the discussions surrounding community and economic development in Washington D.C. Hear directly from those who are confronting the policy challenges that profoundly affect the Community Development world.

*“NDC’s intensive certification courses delivered the best possible learning experiences for my staff. These courses set the standard by which I will measure future training seminars.”*

- State Housing Finance Authority Director



## Sponsored and Customized Training

*An investment in development finance skills and knowledge that delivers community benefits for years to come.*

Housing and Economic Development Networks, State and Local Governments, Community Development Banks and Charitable Foundations across the U.S. have sponsored NDC

Training to:

- *Enhance the economic, housing and community development skills of their staff and development partners*
- *Secure high quality training that’s tailored to local and organizational needs*
- *Reduce tuition and travel expenses.*

When NDC comes to your community, development practitioners are able to enhance their financial analysis and problem solving skills in the same classroom with their colleagues and to collectively discuss and address local development challenges and opportunities.

The states and communities served by our sponsors benefit from the increased capacity of development professionals to move critical projects - small business expansions, affordable housing development, community facility upgrades - from planning to completion.

In our sponsored training classes, NDC instructors deliver the skills, case studies and real world experience that have made our nationwide training the gold standard in the field. NDC can present existing certification and professional development courses, or work with sponsors to customize a unique training program that focuses on the capacity building needs and interests of your staff, partners and community.

To learn more about bringing NDC Training to your state, community or organization, please contact NDC’s Training Office at (513) 657-7870 or email [training@ndconline.org](mailto:training@ndconline.org).

*Foundations, community development banks and other funders can meet their mission and CRA responsibilities by investing in sponsored NDC training.*

*Sponsoring organizations benefit by building development finance capacity for their staff and partners while reducing tuition and travel expenses.*

# Professional Certification Programs

Participants in NDC training, including staff members of Housing and Economic Development Networks, State and Local Governments, Community Development Banks and Charitable Foundations across the U.S., consider our certification programs to be the gold standard for professional training.

## **Economic Development Finance Professional Certification Program™**

The National Development Council's 4-course Economic Development Finance Professional (EDFP) Certification Program™ is a rigorous and comprehensive training series designed solely for economic development practitioners. Participants learn the tools and techniques of the trade 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

*Business Credit Focused Economic Development Finance Professional (EDFP-BCA) Certification Program™ is available for sponsorship.*

## **Rental Housing Development Finance Professional Certification Program™**

The National Development Council's Rental Housing Development Finance Professional (RHDFP) Certification Program™ thoroughly examines the practice of affordable rental housing finance and development. Participants learn the steps of the housing development process, the techniques used to analyze and structure financing for rental housing deals, and the problem solving and negotiating skills needed to make complicated deals feasible. Topics include the rental housing development process, Historic Rehabilitation and Low-Income Housing Tax Credits, negotiating, 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

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

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

## **Housing Development Finance Professional Certification Program™**

RHDFP's may obtain the Housing Development Finance Professional (HDFP) Certification Program™ 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 traditional Housing Development Finance Professional (HDFP) Certification Program™ (HD410, HD420, HD422, and HD430) is available for sponsorship.*

Visit [ndconline.org](http://ndconline.org) to learn more about the courses in our Development Finance Professional Certification Programs.

Visit NDC's website to view the most current **Professional Development** and **Online Training** schedule and to learn more about **NDC Recertification**.



## Professional Development

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.

- PD515—New Markets Tax Credits
- PD512—Mixed Use Real Estate Finance
- PD502—Low Income Housing Tax Credits
- PD112—Asset Management for Affordable Housing
- CD101—Economic and Community Development Finance
- PD405—Revolving Loan Funds and CDBG Compliance
- PD407—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

## Online Training

NDC's Online Training courses, each on a specific development tool or program, are taught with the same skill and real-world expertise that have made NDC training premier in the field. As a supplement to our certification programs and professional development courses, NDC's Online Training programs offer timely and useful information for a wide variety of economic, housing and community development finance practitioners.

- Asset Management for Affordable Housing
- Financing Your Renewable Energy Project
- Low-Income Housing Tax Credits
- Housing Development Finance Programs
- Main Street Finance: Mixed-Use Real Estate
- New Markets Tax Credits



## Recertification

Maintain your NDC professional certification and increase your skills while learning the latest development tools and techniques. Participation in a variety of professional education and industry-wide events and activities will make the continuing education process both meaningful and achievable. As an NDC-Certified Development Finance Professional, you are recognized as a leader in your field. Keeping your certification and skills up-to-date will enhance the recognition of your peers, the value of your certification, and your ability to improve underserved low and moderate-income communities.

# 2018-2019 TRAINING SCHEDULE

View the most current schedule and the list of AICP approved classes at [ndconline.org](http://ndconline.org).

	COURSE	DATES	LOCATION	EARLY REGISTRATION DISCOUNT DEADLINE	APA CM CREDITS
<b>EDFP Certification Program™</b>	ED101—Economic Development Finance	Jan. 28 - Feb. 1, 2019	Los Angeles	Jan. 12, 2019	CM   38.50
		April 1-5, 2019	Arlington, VA	March 17, 2019	CM   38.50
		Aug. 12-16, 2019	Minneapolis	July 27, 2019	CM   38.50
	ED201—Business Credit Analysis	Dec. 10-14, 2018	Los Angeles	Nov. 24, 2018	CM   38.00
		June 3-7, 2019	Los Angeles	May 18, 2019	CM   38.00
		Sept. 9-13, 2019	Arlington, VA	Aug. 24, 2019	CM   38.00
		Oct. 7-11, 2019	Minneapolis	Sept. 21, 2019	CM   38.00
	ED202—Real Estate Finance	Dec. 10-14, 2018	Minneapolis	Nov. 24, 2018	CM   33.00
		April 8-12, 2019	Los Angeles	March 23, 2019	CM   33.00
		July 22-26, 2019	Minneapolis	July 6, 2019	CM   33.00
		Nov. 4-8, 2019	Arlington, VA	Oct. 19, 2019	CM   33.00
	ED300—The Art of Deal Structuring	Oct. 15-19, 2018	Arlington, VA	Sept. 29, 2018	CM   29.50
March 18-22, 2019		Minneapolis	March 2, 2019	CM   29.50	
Nov. 18-22, 2019		Los Angeles	Nov. 2, 2019	CM   29.50	
<b>RHDFP Certification Program™</b>	HD420—Rental Housing Development Finance	Feb. 4-8, 2019	Los Angeles	Jan. 19, 2019	CM   36.00
		May 6-10, 2019	Arlington, VA	April 20, 2019	CM   36.00
		Sept. 16-20, 2019	Minneapolis	Aug. 31, 2019	CM   36.00
	HD423—Computer Spreadsheet for Rental Housing	Nov. 6-8, 2018	Denver	Oct. 21, 2018	CM   18.50
		Feb. 12-14, 2019	Minneapolis	Jan. 27, 2019	CM   18.50
		July 9-11, 2019	Los Angeles	June 22, 2019	CM   18.50
	Dec. 10-12, 2019	Arlington, VA	Nov. 23, 2019	CM   18.50	
HD435—Rental Housing Development Finance: Problem Solving and Deal Structuring	April 29 - May 3, 2019	Minneapolis	April 13, 2019	CM   32.50	
	Oct. 28 - Nov. 1, 2019	Los Angeles	Oct. 12, 2019	CM   32.50	
<b>HDFP Certification Program™</b>	HD410—Home Ownership Finance (RHDFP's may obtain HDFP Certification by completing the HD410 course. Please see the NDC website for more information on the revised HDFP Certification Program.)	Dec. 11-14, 2018	Los Angeles	Nov. 25, 2018	CM   27.50
		March 26-29, 2019	Minneapolis	March 10, 2019	CM   27.50
		Sept. 17-20, 2019	Arlington, VA	Sept. 1, 2019	CM   27.50
<b>Professional Development</b>	PD502—Low-Income Housing Tax Credits	July 30 - Aug. 1, 2019	Arlington, VA	July 13, 2019	CM   19.50
	PD515—New Markets Tax Credits	Mar. 12-14, 2019	Arlington, VA	Feb. 24, 2019	CM   22.00
		Aug. 27-29, 2019	Los Angeles	Aug. 11, 2019	CM   22.00
	PD112—Mixed-Use Real Estate Finance	Oct. 2-4, 2019	Minneapolis	Sept. 16, 2019	CM   15.25
TBD	TBD	TBD		CM   TBD	
<b>Online</b>	Low-Income Housing Tax Credits	Dec. 5, 2018	Online	Nov. 19, 2018	CM   3.00
	New Markets Tax Credits	TBD	Online		CM   3.00
	TBD	TBD	Online		CM   TBD

Updated: Oct. 1, 2018

## 2018-19 TRAINING LOCATIONS

### Arlington, VA

The Westin Crystal City  
1800 Jefferson Davis Hwy.  
Arlington, VA 22202  
703-486-1111

### Denver

Hotel Indigo Downtown  
1801 Wewatta Street  
Denver, CO 80202  
303-623-4422

### Los Angeles

The Westin Bonaventure  
404 South Figueroa Street  
Los Angeles, CA 90071  
213-624-1000

### Minneapolis

Aloft Minneapolis  
900 Washington Ave. South  
Minneapolis, MN 55415  
612-455-8400



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# WASHINGTON, D.C. UPDATE WEBINAR SERIES

The NDC Washington D.C Webinar Series is a resource for NDC client communities and partners that provides information on the discussions surrounding community and economic development in Washington D.C.

[Join our mailing list](#) to receive future notifications regarding the new Washington Update Webinar Series. Webinars will be posted to the [NDC Training Registration website](#) as soon as they are scheduled.



**We create and implement economic and community development strategies that increase the flow of capital to urban and rural communities, establish finance programs, and help to create a professional and economic community**

**development workforce through our nationally recognized training program. NDC acts as a teacher, advisor, investor, developer and lender all in one, working tirelessly to increase the flow of investment capital, spur job creation and bring community development to America's economically challenged areas.**

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