



The ACE Certifications are respected credentials that demonstrate a housing professional's in-depth knowledge of affordable housing programs. Earning this designation enhances professional credibility, strengthens organizational compliance efforts, and ensures applicants and residents receive the highest standard of service.

### **Accredited Compliance Expert (ACE) Designations/Exams:**

#### **LIHTC ACE**

Under our LIHTC ACE, we offer three (3) options:

- **LIHTC ACE (Combo)** - for those Property Managers and Owners/Developers who want one designation that will test their tax credit knowledge on the overall tax credit regulations from development to qualifying households, to ongoing compliance.
  - 50% of the exam will consist of questions pertaining to development topics (e.g., allocation process, development and lease-up (including topics such as the minimum set-aside, rent and income limits, applicable fraction, etc.), acquisition/rehab, and ongoing compliance (including topics such as record retention, agency monitoring, noncompliance, the Next Available Unit Rule, Vacant Unit Rule, transferring units, etc.)
  - 50% of the exam will consist of questions pertaining to qualifying household topics (e.g., fair housing, VAWA, applications & screening, student eligibility, verification requirements, calculating income and assets, certifications, lease requirements, annual recertifications)
- **LIHTC-PM ACE** - for Property Managers, which will test participants on their tax credit knowledge, but geared more toward property management fundamentals.
  - 65% of the exam will consist of questions pertaining to qualifying household topics
  - 35% of the exam will consist of questions pertaining to development topics
- **LIHTC-DEV ACE** - for Owners/Developers, which will test participants on their tax credit knowledge, but geared more toward owner/development of the project.
  - 65% of the exam will consist of questions pertaining to development topics
  - 35% of the exam will consist of questions pertaining to qualifying household topics

Our exams will include 80 questions. To earn the applicable designation, participants must score 80% or higher. Exams are open book and timed, allowing three (3) hours for completion once the test taker begins the exam. The test taker **is not** permitted to take screenshots of any part of the exam during testing. Participants who pass the exam will receive a PDF certificate, and US Housing Consultants will mail a hard copy certificate. If a participant does not achieve the required score of 80 to pass, they may choose to re-take the exam through US Housing Consultants for an additional fee.

Participants must complete 8 hours of continuing education (CE) annually in the relevant housing program through US Housing Consultants. Designation renewal **is not** automatic, as regulations and program requirements may change throughout the year. If CE hours are not fulfilled, the designation will expire 12 months after being awarded.

If anyone has any questions, please send an email to [\*\*training@us-hc.com\*\*](mailto:training@us-hc.com).