



Housing Policies Training

Agenda

August 4-5, 2020

DAY 1: 11am – 5:00pm

- What is a Policy
- Purpose of Policies
- Components of a Policy
- Policies and Procedures
- What is a Procedure?
- Activity: Identify Issues Requiring Implementation

LUNCH

- Necessity of Procedures
- Activity: Whose Views should be Reflected when Writing Procedures
- Writing Tips
- Activity: Policy or Procedure
- Whose Views should be Reflected when Writing Policies
- A&O Policy Terms
- Setting the Stage

DAY 2: 11am – 5:00pm

- Organizing an NAHASDA AO Policy
- Sample Table of Contents
- Identifying Policy Sections

LUNCH

- Examining Actual AO Provisions
 - ✓ Drug Policy
 - ✓ Criminal Background Check
 - ✓ Essential Family
 - ✓ Income
 - ✓ Verification
 - ✓ Selection
 - ✓ Hands-on: Prepare Policies

Please Note: Times and topics, as specified on the agenda, are approximate and may vary depending on the pace of the class

