

Membership Application

- Please complete information requested and indicate delegate's membership level
- For Additional Delegate(s), please complete another form
- Practitioners, remember to submit your resumes and market studies
- Be sure to include your membership dues

Company Information

Primary Delegate

Professional Associate Public

First Name Last Name

Company

Address Ste. #

City State Zip

Telephone Fax

Email

Alternate/Additional Delegate

Professional Associate Public

First Name Last Name

Company

Address Ste. #

City State Zip

Telephone Fax

Email

Payment Information: Total Enclosed: \$ _____

Check Payable to NCAHMA Visa MC Amex

Card Number Exp. Date Sec. #

Name on Card Signature

Return your completed application, dues, and for Practitioner Members, electronic versions of your resume and market studies to:

NCAHMA C/O Membership Committee

1400 16th St. NW, Suite 420

Washington, DC 20036

Fax: 202-265-4425

email: tamdur@dworbell.com

Key Membership Benefits Include:

- Unlimited access to housingonline.com, a Member's one-stop information resource on affordable housing, historic rehabilitation and New Markets Tax Credits
- Subscription to **Housingonline Weekly**, NH&RA's dynamic newsletter delivered to your desk
- Industry updates & representation on key affordable housing legislative & regulatory issues
- Discounts on registration fees for NH&RA and NCAHMA conferences.
- Access to members-only materials (print & online)
- Discounted subscription to **Tax Credit Advisor**
- Complimentary membership in NH&RA councils
- Networking opportunities with top level members of the industry



NCAHMA

1400 16th St. NW
Suite 420
Washington, DC 20036

Phone: 202-939-1750
Fax: 202-265-4435
E-mail: tamdur@dworbell.com
Web: www.housingonline.com



NCAHMA Raising The Threshold of Market Studies

Since 2001, when a cadre of leading market study professionals organized to address the need for uniform standards, the National Council of Affordable Housing Market Analysts has been setting the industry standard for real estate market research.

NCAHMA works to bring accountability and consistency to market studies for affordable housing properties and other residential real estate. The Council has created and refined guidelines to insure studies are sufficiently thorough to insure a comprehensive evaluation. Through multi-day forums and state HFA sponsored seminars, the Council brings market analysts together to share ideas among themselves – and with state agencies, equity syndicators, developers, local governments and other market study users.

www.housingonline.com

About NCAHMA

Created to provide a peer network among real estate market analysts whose practice includes affordable housing properties, the **National Council of Affordable Housing Market Analysts (NCAHMA)** is a membership organization devoted to enhancing the professionalism of the real estate market research industry. The Council provides technical guidance and support to practitioners and users alike with guideline documents relating to improving the quality of affordable housing market studies.

The Council also offers continuing education opportunities to practitioners and users, and provides forums to discuss current market issues as well as an opportunity. NCAHMA is a national network of affordable housing professionals dedicated to sharing state-of-the-art information and expanding opportunities for market study practitioners and users alike.

National Housing and Rehabilitation Association (NH&RA), a thirty-nine year old trade association for affordable housing professionals, provides management and administrative support for the NCAHMA. The membership dues structure is the same for both NCAHMA & NH&RA. Members of NCAHMA receive all the benefits and membership services available to NH&RA members. NH&RA members may participate in the Council's activities. Additional information about NH&RA is available online at www.housingonline.com

About Membership

Membership in NCAHMA is by company and organization—allowing everyone in your company to benefit from NCAHMA. Each company or organization designates a Primary and Alternate Delegate, and for the supplemental dues of \$100 per individual, an Additional Delegate.

Members have unlimited access to housingonline.com, listings in the NCAHMA Market Study Directory and use of NCAHMA market study certification. Formal participation in the Continuing Education Program and the NCAHMA Member Designation Program is reserved for your firm's Primary, Secondary and Additional Delegates.

Membership Categories

Separate membership categories are available for both market study authors and users. Select the company's appropriate membership category from the membership types described below. For each Primary, Alternate and Additional Delegate, include the individual's contact information and corresponding membership level.

Membership Categories

Category	Description	Application
Professional	Minimum of undergraduate degree and three years of relevant experience OR minimum of ten years of relevant experience. Must undergo regular peer review, participate in the Continuing Education and Member Designation Programs. (Annual Dues: \$1250)	Submit application, resume and market study authored by applicant.
Associate	Firms that use market studies, including developers, syndicators, lenders, investors (Annual Dues: \$1750) OR Firms that provide goods and services to practitioners including vendors, attorneys, accountants etc... (Annual Dues: \$1250) OR Market analysts that do not meet the requirements to be a Practitioner (Annual Dues: \$1250)	Submit Application
Public	Governmental agencies and community-based non-profit organizations involved with real estate development or finance. (Annual Dues: \$450)	Submit Application

Visit www.housingonline.com for more information on

- Defining Market Area
- Calculating Market Rent
- Selecting Comparable Properties
- Market Study Terminology
- Model Content Standards
- Market Study Certification
- Market Study Index
- Market Study Providers Directory
- Ethics & Professional Responsibility

Continuing Education Program

Professional members must complete a minimum of 16 hours per year of continuing education units (CEUs). This requirement can be met by attending relevant educational meetings and panels at NCAHMA & NH&RA conferences, as well as approved classes from other organizations. A minimum of 50% of the minimum CEUs must come from NCAHMA sessions. NCAHMA provides sufficient hours of relevant sessions at our conferences, enabling members to fulfill each year's requirements entirely from NCAHMA sessions, if so desired. NCAHMA requires market analysis practitioners who sign and certify reports using the NCAHMA member designation to meet these continuing education requirements. Members who research and present white papers or participate in other in-depth NCAHMA panels or sessions will receive four CEUs hours. This requires approval on a case-by-case basis by the Education Committee.

Member Designation Program

NCAHMA Members wishing to use the NCAHMA Member Designation must meet the following criteria:



1. Member in good standing
2. Meeting continuing education requirements
3. Undergo regular peer review
4. Complete Member Designation Terms of Use

NCAHMA Application Checklist

Applying for a Professional Membership? Check to be sure you included:

- Complete contact information for company and each delegate (Primary, Alternate and Additional)
- Membership type for each delegate
- NCAHMA Membership Dues
- PROFESSIONALS ONLY: Market Study authored by each practitioner (if desired, client name and other sensitive information may be removed). Please note this will be used for Peer Review.
- PROFESSIONALS ONLY: Resume for each delegate.

Questions?

Visit www.housingonline.com or call
202-939-1750