



## **Creating Neighborhood Developers Program**

### **Curriculum Overview**

#### **Curriculum Learning Goals:**

Once the emerging developers complete all of the courses, they will be knowledgeable in the following areas: acquisition of properties, identifying and securing funding and basic project managements.

**Duration of the Curriculum: Eighteen (18) hours over a seven (7) week period**

**WEEK 1: Saturday, February 18, 2017, 9:00 AM – 12:00 NOON**

***Course 1: Understanding the Impact of Business Cycles and Financial Market Condition on the Availability of Funds for the Real Estate Industry***

**Instructor: Dean, College of Business, SUBR**

**Duration: 3 hours**

Practically, all businesses operate around certain business cycles. A business cycle refers to various stages of growth or contractions within a business, industry, or economy. Certainly, real estate is no exception. Timing the real estate cycle is crucial to achieving big returns on investment.

This class is to overview the impact of business cycles and financial market condition on the availability of funds for the real estate industry and to provide participants a long-term view and a well-timed cycle.

**Course 2: *Emerging Developers - Acquisition***

This course is designed to provide beginning and small developers with the basic knowledge and methodology needed to identify, research and acquire properties for potential development projects through various processes.

**Topic 1: Acquisition**

**Duration: 2.5 hours**

**What will be covered:**

- Blighted acquisition – Properties that were abandoned and acquired by a municipality through the adjudicated process. The developer benefits from acquiring this type of property because of the minimum capital investment required for these transactions.
- Public Bid Process – The local municipality or sheriff will dispose of these properties through a bidding process.
- Inheritance – These are properties that are passed down through family wills, successions or titles.
- Purchase Properties – The developer directly purchases the property from an owner via a monetary transaction.
- Strategic Planning - Basic template for developing an acquisition plan.

**Who should attend:**

Individuals who desire to become Neighborhood Developers or small rental property landlords.

**WEEK 3: Saturday, March 4, 2017, 9:00 AM – 11:30 AM**

**Course 2: Emerging Developers - Provisional Capacity Assessment**

This course is designed to provide beginning and small developers with the basic knowledge and methodology needed to identify, research and acquire properties for potential development projects through various processes.

**Topic 2: Provisional Capacity Assessment**

**Duration: 2.5 hours**

**What will be covered:**

- Assessing your decision to become an emerging developer by evaluating the situation and evaluating whether or not you have the qualities and abilities to become a small developer.
- Who are Emerging Developers – recent retirees, investment groups/clubs, and individual property owners.
- How to leverage your funds with available grant money and investors to develop properties.

**WEEK 4: Saturday, March 11, 2017, 9:00 AM – 11:30 AM**

### **Course 3: Funding**

As a developer, staying in touch with the local municipalities Office of Community Development, *Statewide Housing Agencies and Alliances and solid banking relationships, can benefit the emerging developer when applying for assistance to fund their development project.*

Duration: 2.5 hours

#### **Topic 1: Application Process**

##### **What will be covered: Potential Development Funding Sources**

- HUD HOME Funds
- Commercial Loans - The importance of establishing banking relationships
- Tax Credit Programs

#### **Topic 2: Required Financial Components**

##### **What will be covered:**

- Market Study
- Income Statements - Balance Sheets – Profit & Losses
- Third Party Accounting - Utilizing Quick Books Software.
- Estimating the cost of the project
- Packaging the Application for funding

**WEEK 5: Saturday, March 18, 2017, 9:00 AM – 11:30 AM**

**Course 4: Development and Construction**

This course provides information regarding the development and construction planning of a housing project. It will teach the emerging developer how to plan, implement and to achieve milestones in the development phase.

**Topic: Developers' Construction Process**

**Duration: 2.5 hours**

**What will be covered:**

- Planning: Emphasis on the importance of planning.
- The design phase of construction – Working with architects and engineers
- Document Administration: The Procurement Process for contractors.
- Environmental Review Process

**Course 5: Licenses – Permits – Certifications**

Contractors' Licenses are required for developers who wish to build their own structures or renovate them. In some cases, they can maximize profits by building themselves. The pros and cons of this structure are highlighted.

**Instructor: Louisiana State Contractor's License Board**

**Topic 1: Developer/Contractor:**

- Construction License – For those emerging developers who will not only serve as the developer, but would also like to become a contractor. A representative from the Louisiana State Licensing and Contractors Board will present.
- Permitting Process – All design plans and engineering plans must be approved by the local municipality's department of public works. Information regarding this process will be presented.

**Topic 2: Certifications**

- Developments that house special needs populations such as senior citizens, persons with disabilities and veterans often are require special certifications for their tenants. Information regarding this will be presented.

**WEEK 7: Saturday, April 1, 2017, 9:00 AM – 12:30 PM**

**Course 6: Project Management**

Project Management of a development project requires managing the entire job: managing people, scheduling, planning and budgeting. All of this is done to ensure that the project is done on time and on budget.

**Duration: 2.5 hours**

**What will be covered:**

- How to manage the funds that have been entrusted to the developer to start and complete the project.
- Compliance and Reporting are critical elements that must be adhered to when developing with federal funding sources. Basic information regarding various compliance reports typically required of developers.

**Program Commencement: 11:30 AM - 12:30 PM**

**Duration: 1 hour**

**Who should attend:** All program participants

**Contact Information:**

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