

George E. Pataki
Governor



Judith A. Calogero
Commissioner

New York State Division of Housing and Community Renewal
25 Beaver Street
New York, NY 10004

HOUSING MANAGEMENT BUREAU MEMORANDUM # 2004-B-05

To: All Federally Assisted Housing Developments
From: Jane I. Berrie, Director
Date: April 12, 2004
Subject: HUD Handbook 4350.3, Workshop – Civil Rights & Nondiscrimination Requirements.

On **Tuesday May 4, 2004**, the Management Bureau of the Division of Housing and Community Renewal will be presenting the second in a series of nine Workshops on the revised HUD Handbook 4350.3. The topic of this Workshop will be **Civil Rights and Nondiscrimination Requirements**, which have particular impact on the operation of our multifamily assisted housing properties. During this Workshop, we will be discussing the following topics:

- Review of Applicable Civil Rights and Nondiscrimination Legislation
- Providing Equal Housing Opportunity
- Persons with Disabilities
- Reasonable Accommodation and Assigning Accessible Units
- Standards of Physical Accessibility within the Property

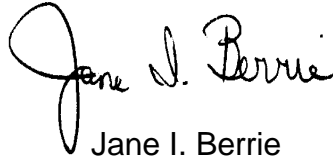
This Workshop will be held at the Division of Housing and Community Renewal, 25 Beaver Street, New York City, Room 510 from 10:30 AM to 12:30 PM. **In order to attend, you must register.** Please complete the attached registration form and FAX it to Linda Kedzierski, Federal Programs Coordinator at (212) 480-7270 by April 27, 2004; or you may e-mail her at Lkedzierski@dhcr.state.ny.us

Since it is expected that this program will meet the New York State Real Estate Brokers and Salespersons Continuing Education requirement of 22.5 hours, we have registered

the curriculum with the Department of State. Brokers and Salespersons should present a copy

of their license or their pocket card at the commencement of the program. For those who attend all nine Workshops and complete the 22.5 hours of approved instruction, a Certification of Satisfactory Completion will be mailed to the participant and their name will be filed with the Secretary of State's Bureau of Education Standards by our office.

We look forward to seeing you on May 4th.



Jane I. Berrie
Director



**New York State Division of Housing and Community Renewal
25 Beaver Street
New York, NY 10004**

Name of Housing Development _____

Name of Attendee(s) _____

Telephone Number _____ ()
(Please include Area Code)