**Carolinas Council for Affordable Housing**

**Proudly Presents**

**RD Training Day Camp for Site Managers**

Class Agenda

**All three locations:**

8:30-9:30 a.m. Registration check in and Coffee Service

9:30 a.m.- 12:00 p.m. Training

12:00 p.m. – 1:00 p.m. Boxed Lunch with Beverage

1:00 p.m. – 2:30 p.m. Training Resumes

2:30 p.m. – 2:45 p.m. Beverage Break

2:45 p.m. – 4:00 p.m. Training Resumes

4:00 p.m. Training Certificates Presented

*You must be present to receive your training certificate.*

**⮚June 20, 2018**

**USDA Forest Service Office**

**160 Zillicoa St., Suite 2**

**Asheville, NC 28801**

**⮚June 21, 2018**

**USDA Service Center**

**Conference Room**

**1450 Fairchild Dr.**

**Winston-Salem, NC 27105**

**⮚June 28, 2018**

**USDA Service Center**

**Auditorium**

**2736 NC Hwy. 210**

**Smithfield, NC 27577**

**Trainers: RD Personnel (Lori Mercer, Lee Phipps, Susan Dennis)**

**Subject Matter to be included but not limited to:**

**RD Fundamentals for New Site Managers**

**Refresher for Experienced Site Managers • Open Q & A Session**

Registration Information and Registration Fees:

Registration fees include all training handouts, food and beverage.

CCAH Members: $30.00 per person. You may use your PTE Credits for this training. Please call or email the CCAH office for your PTE Credit Balance.

Non-Members: $40.00 per person

RD Personnel: $20.00 per person

Registration Deadline: All registrations must be received in the CCAH Office no later than **June 10, 2018**. Substitutions must be made by June 15, 2018. Cancellations are non-refundable.

Payments are due at the time of registration with company check or credit card.

If paying by credit card, please use the CCAH credit card authorization form and FAX along with the registrations to the CCAH Office.

**Contact Information: Phone: 919-529-4937 • FAX: 919-964-8076**

**Email:** **ccahboard@aol.com**

 **CCAH Office • 8705 Ormand Way • Wake Forest, NC 27587**

**CCAH web site:** [**www.ccahonline.com**](http://www.ccahonline.com)