Voucher Management System Training

Agenda

November 3, 2021 (Wednesday)

Class Times: 10:00 a.m. – 12:00 p.m. (CT)

Voucher Management System (VMS)
- Purpose of VMS
- Required Fields
- Common VMS Reporting Issues
  - Ambiguous Fields
    - Expenses After the First
    - Number of Vouchers Under Lease (HAP Contract) on the Last Day of the Month
    - Fraud Recovery
  - Hard-to-Track Fields
    - Issued but Not Under HAP
    - Portability
    - Unit Months Leased
  - New Fields
    - Emergency Housing Vouchers
- Hard Edit Error Messages
  - Cross Validation Fields
  - Internal Controls
- Prior Month Corrections
  - Importance
  - Timeframes
- Record Retention