



HCCP Designee Spotlight: Elizabeth Dziak

Vice President – Asset Management Operations
RBC Capital Markets

Elizabeth Dziak has been with RBC Capital Markets Tax Credit Equity Group (TCEG) for 17 years and is currently the Vice President of Asset Management Operations. She is responsible for monitoring the TCEG portfolio to ensure that properties are in compliance both with various state/federal funding programs (LIHTC, Section 8, HOME, etc.) and with TCEG partnership insurance requirements, along with supervising department analyst staff. Ms. Dziak also is the project manager for the asset management database. Her role in that capacity includes the design, testing and implementation of new reports, as well as overseeing the quality control of the data.

How has the HCCP designation impacted your career?

The HCCP designation has given me the confidence to do my job and help others. This designation is highly regarded within our industry and the intensive training and test have truly prepared me for my role in this field. Another advantage from the designation is that it has opened the door for further training, and allowed me to meet others who share my passion for compliance.

How did you get into the LIHTC industry?

I was previously in the IT field, but I had a desire to use my accounting degree. I was looking at job listings when I saw one that related to the housing field, and it intrigued me. During my interview, we discussed the LIHTC industry at length, and I knew I had found the field that I wanted to be in. I am so very glad I answered that job listing since I now get a great deal of satisfaction from my job and I cannot imagine myself in a different career from this one.

What are your day-to-day responsibilities?

The department I oversee includes LIHTC compliance and also portfolio insurance review and the design and maintenance of my firm's database. I concentrate mainly on 100% audits in regard to acquisition/rehab – and now, income average deals. I am involved in the entire life cycle of the deal from pipeline to disposition. Because of this, my days are very full and I enjoy the challenges of talking through a deal with internal and external clients.

What helped with your success in the LIHTC industry?

My success has been two-fold. Further education and the fortune of having several mentors has helped in my success. This industry, and compliance in particular, is ever-changing and evolving. I like the fact that each deal is varied and each state is different. Just when I think I know something completely and thoroughly, a PM or state will say “yes but...we require something else, or something more.” Or a deal will be presented to me that has many layers and/or a unique setup that requires me to dig in, research, and stretch my knowledge of LIHTC. I firmly believe that we can educate each other, and that education is ongoing in our industry. Through the many conferences I have attended over the years, I have met and befriended people who I now consider mentors. Each individual, whether they know it or not, has inspired and encouraged me. These mentors love compliance as much as I do, and we can discuss our experiences at length. Through the years, I have become part of a small group that I depend on to help me when I may be overthinking a situation or when I need help breaking down a challenging deal.