

HOME/NHTF Rent Approval Guidelines 2020 Rents Released June 18, 2020



The 2019 Income and High/Low HOME Rent Limits were published on June 18, 2020, with a July 1, 2020 effective date. The new rent and income limits can be implemented immediately, but no later than July 1st in accordance with the tenant's current lease.

HOME and National Housing Trust Fund (NHTF) regulations require that PJs review and approve rents each year. IFA is responsible for approving rents in all HOME or NHTF-assisted units funded through these two programs currently being administered by IFA. This is done to ensure that the rents comply with the HOME or NHTF rent limits and do not result in undue increases from the previous year that would be difficult for low income households to afford. Decreases in HOME or NHTF limits may also necessitate a change in HOME or NHTF rents; therefore a review of rents by IFA of all HOME or NHTF projects is required annually. [see §92.252(f)(2)].

Each project with HOME or NHTF funds from the State of Iowa is required to submit to IFA, within 45 days of the effective date of the new HOME Income/Rent Limits the IFA required form "HOME/NHTF Rent Approval Worksheet." **Therefore, the deadline for submission of this form and, if applicable, any attachments would be Monday, August 17, 2020 (as 45 days falls on a Saturday this year.)**

If your project has not submitted the required rent approval worksheet by the deadline, you will be issued a State Notice of Noncompliance. Submission of the worksheet will correct the noncompliance. Please note that any requests for rent increases made after this date will be denied and the project will not be eligible for a rent increase until the 2021 rent limits are published by HUD.

General Guidelines:

- All HOME or NHTF projects must report on the IFA required form *HOME/NHTF Rent Approval Worksheet* anticipated rents for their project based upon the published HOME or NHTFC rent limits.
- If, in addition to HOME or NHTF, the project is also either a Section 8 Project Based project or an RD project, anticipated rents must still be reported to IFA. The most recent rent approval documentation from RD or HUD must be submitted with the worksheet.
- An IFA *Compliance Update* will be sent to all owner/management contacts via email when the updated limits are published and posted on the IFA compliance web page. The worksheet is due to IFA within 45 days after the HOME or NHTF rent limits are effective.
- The effective date of a proposed rent increase must be at least one year from the effective date of the property's last approved rent increase.
- A notice to residents of the property's intention to submit a rent increase to IFA for approval must be made available to all households in HOME or NHTF assisted units at least 15 days prior to submitting the rent increase to IFA for approval. A copy of the notice sent to residents must be attached to the worksheet in order for IFA to process the rent increase request.
- Existing residents must be given a 30-day notice before implementing any approved rent increase.
- Decreases resulting from lower HOME or NHTF rent limits or increases in utility allowances must be made in accordance with the tenant's current lease.
- In 2019 IFA dropped the requirement to submit financials and budgets to support a rent increase request. However, IFA reserves the right to request additional information to support a proposed rent increase as we review such requests.

There are three ways to submit your worksheet and required attachments:

**HOME/NHTF Rent Approval Guidelines
2020 Rents Released June 18, 2020**



- Through the IFA Asset Management Portal. Please send an email to: complianceadministrator@iowafinance.com if you would like more information about submitting your data electronically through the portal.
- VIA email: complianceadministrator@iowafinance.com
Please place the project name and project number in the subject line.
- Snail Mail: Compliance Administrator
1963 Bell Ave, Ste 200
Des Moines, IA 50315