HOME/NHTF Rent Approval Worksheet 2024 Rent Schedule



Changes in Rent. An Owner/manager may be able to increase the HOME or National Housing Trust Fund (NHTF) rents, depending on the changes in the HUD-published 2024 HOME/NHTF rent limits, changes in the utility allowances in use, or changes in the tenant's income. PJ's must approve all rents for projects with HOME or NHTF assisted units, in accordance with the approval process prescribed by IFA.

SECTION 1 – General Information

Proje	ect Nar	ne:							
Phys	ical Ad	dress(e	es):						
City:					County(ies)		Zip	Code:
HOME/NHTF Agreement #:						LIHTC Project # (if applicable)			
This i	is also	an RD	Project*	Yes] No	This is also a Section 8 Project* Yes No			
Own	er Nan	ne:							
Own	er Con	tact:							
Maili	ing Ad	dress:							
City:						State:	Zip Code:		
Cont	act Ph	one:				Fax:			
E-ma	nil:								
	ent rer	ntal							
rates	i:								
	I am reporting that rents will remain unchanged with the publication of the current HOME/NHTF rent limits.								
	I am reporting that rents will decrease with the publication of the current HOME/NHTF rent limits.								its.
	I am reporting rents which were approved by RD or Section 8 (attach approved rent schedule*)								
I am requesting an increase in rents with the publication of the current HOME/NHTF rent limits.									
	Total number of units in project								
	Total number of HOME/NHTF assisted units								
	Date of previous (last) rent adjustment at the project								
	Proposed implementation date of new rents (if applicable)								

Proceed to Section 3 if you are not submitting a request for an increase in HOME/NHTF rents.

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SECTION 2 – Request for Rent Increase

The deadline for submission of this document is **July 15, 2024**. <u>Failure to submit this document by that date</u> will result in the denial of the proposed rent increase.

1. A brief narrative outlining the need for the rent increase requested	The following	ng items mus	t be submitted	I to IFA when re	questing a HC	ME Rent Incre	ease:				
3. Current utility allowance chart or schedule in use*	1. A br	rief narrative	outlining the r	uested	Yes No						
4. Last six months of occupancy rate data – shown in the AM portal	2. Mos	st recent ren		Yes No							
*UA Chart(s) must be less than 12 months old or information from the source provided as to why they have not been updated IFA reserves the right to request additional information to support a proposed rent increase. Please complete the following table only if you are requesting a rent increase (use HOME/NHTF addendum document as needed.) Number of High or Low HoME Unit (H or L) HoME Gross Rent HOME Unit (H or L) Rent Rent Requested Requested Requested Requested Requested Recommand Rent Rent Rent Requested Requested Recommand Rec	3. Curi	rent utility al	lowance chart		Yes No						
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Please complete the following table only if you are requesting a rent increase (use HOME/NHTF addendum document as needed.) Number of High or Low Maximum HOME Unit HOME Gross Allowance in Use Contract Contract Contract Requested Requested Requested Requested Requested Requested Requested Republic Rent Rent Republic Rent Rent Republic Rent Rent Republic Rent Rent Republic Rent Republic Rent Rent Republic Rent Rent Rent Republic Rent Rent Rent Rent Rent Rent Republic Rent Rent	5. Not										
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Number of Bedrooms High or Low Maximum HOME Gross Allowance in Use Contract Contract Increase Requested Requested Requested Rest Rent Rent Rent Rest Requested Requested Restauration is true and correct. If a rent increase has been requested, I hereby certify that I have notified, in writing, current tenants of this request. Number of High or Low Maximum HOME Gross Allowance in Use Contract Contract Contract Increase Requested Increase Requested Requ		<u>IFA reserv</u>	es the right to r	<u>equest additional</u>	information to	support a prop	osea rent increas	<u>e.</u>			
Number of Bedrooms High or Low Bedrooms HOME Unit HOME Gross Rent Rent Rent Requested Requested Requested Requested Requested Requested Requested Rent	Please comp	olete the follo	owing table on	ly if you are req	uesting a rent	increase (use	HOME/NHTF a	ddendum			
Bedrooms HOME Unit HOME Gross Allowance in Use Contract Rent Rent Requested Requested Requested	document a	s needed.)									
SECTION 3 – Signature of Owner/Representative certify that I am authorized to sign on behalf of the Project Owner and the above information is true and correct. If a rent increase has been requested, I hereby certify that I have notified, in writing, current tenants of this request. Signature:		HOME Unit	HOME Gross		Contract	Contract	Increase	Increase			
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	this request										
Printed Name/Title:	Signature: _				Dat	e:					
	Printed Nan	ne/Title:									