

Date:

## **HOME Program - Annual Rent Approval Form**

The 2013 HOME Final Rule requires Participating Jurisdictions (PJ's) to review and approve rents annually for all multifamily HOME assisted properties during their affordability period. **To comply with 24 CFR 92.252**, you must submit this completed form, along with a copy of the current utility allowance schedule you are using to determine max rents.

You may use this form to request increases in unit rents, up to the rent limits established by HUD. An updated Annual Occupancy Summary must be submitted along with this form.

Rent increases in HOME-assisted units cannot be implemented until you have received approval from the City. Any increase in rents is subject to the provision of outstanding leases and tenants must be provided at least 30 days written notice prior to implementing a rent increase. You may submit this form, a copy of the current utility allowance schedule you are using, and an updated Annual Occupancy Form to John Gammal at jgammal@spokanecity.org.

Project Name: \_\_\_\_\_

Project Address:

Name of City representative:

Current Rent Structure						Proposed Rent Structure					
BR Size (A)	Rent Level %	Gross Rent (B)	Utility Allowance (C)	Tenant paid rent (B-C)	Voucher Y/N?	Voucher Rent Max	BR Size (A)	Rent Level %	Gross Rent (B)	Utility Allowance (C)	Tenant paid rent (B-C)

