



**HOME Investment Partnerships American Rescue Plan Program (HOME/HOME-ARP)**

**National Housing Trust Fund (NHTF)**

HUD requires Participating Jurisdictions (PJ's) to review and approve rents annually for all multi-family HOME, HOME-ARP, and NHTF assisted projects during their affordability period. To comply with 24 CFR 92.252, 24 CFR 92.251, and 24 CFR 93.302 (c) (2), HOME, HOME-ARP, and/or NHTF funded projects must submit this completed form, a copy of the newly published HOME or NHTF Rent and Income Limits, a copy of last year's approval letter, a copy of the minimum 60 day written notice to tenants, a copy of the current utility allowance (UA) form within 30 days of the effective date of the HOME and NHTF Rent Limits each year. Check that all items are included with this form below. You may submit this information by emailing it to: [HOMERA@ohiohome.org](mailto:HOMERA@ohiohome.org).

*Note: HOME-ARP units restricted for occupancy by a Qualifying Population (QP) cannot exceed 50% AMI rent (i.e., Low HOME rents). A unit that receives project-based rental assistance and is occupied by a QP that pays no more than 30% of its adjusted income in rent may charge the rent allowable under the subsidy project. Rent for a Non-QP HOME-ARP unit must comply with 24 C.F.R. §92.252(a), which is the requirement of High HOME: the rent must be the lower of a rent equal to 30% of the adjusted household income with annual income at 65% AMI, or the Fair-Market Rent (FMR).*

HUD published HOME Rent Limits may be [accessed here](#).  
HUD published NHTF Rent Limits may be [accessed here](#).

Project Name: _____	HOME/HOME-ARP/NHTF #: _____
Project Address: _____	Project #: _____
County: _____	Total # of Assisted Units: _____

**Required Documents**

Check all items submitted:

- Newly published HOME or NHTF Rent and Income Limits     Last year's approval letter
- Minimum 60 day written notice to tenants     Current Utility Allowance documentation
- HOME/HOME-ARP/NHTF signed Lease Addendum for each tenant

Has your lease been revised since the last year's submission?     Yes     No    *If yes, attach the revised lease.*

Has your fee schedule been revised since last year's submission?     Yes     No    *If yes, attach the revised fee schedule.*

**Directions for Current Rent Structure:**

- Enter each individual Unit # and Bedroom Size in the chart.
- (A) Indicate whether the unit is Low or High HOME by placing an "X" in the corresponding field.
- (B) Enter total rent charged to tenant.
- (C) Enter current utility allowance.
- (D) Enter rental assistance amount, if any.

The "Gross Rent" column will auto-calculate if completed electronically.

**Directions for Proposed Rent Structure for Existing Tenants:**

- Enter each individual Unit # and Bedroom Size in the chart.
- (A) Indicate whether the unit is Low or High HOME by placing an "X" in the corresponding field.
- (B) Enter total rent charged to tenant.
  - Maximum \$25 per month increase allowed for existing tenants
  - This increase does not apply to TBA and PBA amounts



