

Indiana Housing and Community Development Authority

Rental Housing Utilities Form

Development Name: _____

Building Identification Number(s) (BIN): _____

HOME, CDBG, CDGBD, NSP, and/or Development Fund Award #: _____

1. Utilities

	Gas	Electric	Oil	L.P.	Other	Owner Paid	Tenant Paid
Unit Heat							
Water Heating							
Cooking							
Unit Electric							
Water Service							
Sewer							
Trash Removal							

*Please mark the appropriate boxes.

** If this is a scattered site development, please complete one form for each different mix of utilities.

*** If the development has multiple bedroom units but the utilities are the same for each unit, there is no need to complete multiple forms.

1. Utility Allowance Documentation

The maximum allowable rent calculations include costs to be paid by the tenant for utilities including: heat, lights, water, sewer, oil, gas, or trash removal where applicable. Utilities do not include telephone or cable television.

Utility allowances should be calculated as follows:

1. Rural Development (RD) regulated buildings must use RD approved utility allowances.
2. HUD regulated buildings must use HUD approved utility allowances.
3. HUD and RD buildings must use RD approved utility allowances.
4. Units with Section 8 subsidy through certificates or vouchers must use the Public Housing Authority) PHA Section 8 existing utility allowances for those tenants. Non-Section 8 units must follow number 5 below.
5. All other buildings may use the PHA local utility allowances or local utility company data if it is requested. If local utility company data is obtained, the Owner must use the information, provided it is not a RD or HUD regulated building.
6. Buildings without RD or HUD assistance and units without Section 8 assistance may use an IHCD Estimate, a HUD Utility Schedule Model, or an Energy Consumption Model.

Utility allowances need to be updated when area median incomes are revised since they are included in the maximum allowable rent calculations. Any changes in the utility allowance impacts the net chargeable rent to the tenant.

When a new utility allowance is used, rents must be recalculated within ninety (90) days of the effective date.

NOTE: This form must be submitted every year with the Owner Certification of Compliance. If information on this form changes during the compliance period of the project, then the owner must submit a revised form. However, documentation supporting the utility allowance used to calculate rent must be submitted every year with the Owner Certification of Compliance to IHCD.