

Utility Allowance Analysis Certification

[*Please note:* This form is optional and is provided as a tool to facilitate the utility allowance analysis.]

Project Name: _____

Project No.: _____

- Submit an updated tenant-paid utility analysis. **Please provide a recommendation of appropriate utility allowances for each unit type. Also, for baseline years, provide supporting documentation from the utility company to support the recommendation.** Note that you should recommend a change if the actual average tenant-paid utility costs have varied by \$1 or more.

- By signing below, I certify that I have completed a tenant-paid utility analysis and found that tenant-paid expenses have *not* changed in the last 12 months.
- By signing below, I certify that I have completed a tenant-paid utility analysis and found that tenant-paid expenses have increased or decreased in the last 12 months.
- By signing below, I certify that I am eligible for and am choosing to adjust the utility allowance by HUD’s published Utility Allowance Factor. Please see my recommendation below:

We recommend the following change(s) to the Utility Allowance:

Unit Type	Current Utility Allowance	New Utility Allowance
<i>(for example) 1BR</i>	<i>\$30</i>	<i>\$32</i>

Signature: _____

Date: _____