FACTOR-BASED UTILITY ALLOWANCE

**OWNER CERTIFICATION**

**Property**   **Contract Number**

The owner’s analysis of the Utility Allowance (UA) must be prepared in accordance with HUD Notice H-2015-04. For two years after a baseline is completed, the UA amounts can be adjusted by a state-specific increase factor, the Utility Allowance Factor (UAF). The UAF can be found here: <https://www.huduser.gov/portal/datasets/muaf.html>. After completing the UA under the factor-based method, owners should compare the adjusted UA to their paid utilities at the property over the past 12 months. If the results indicate a significant disparity between the two, the owner should complete another baseline analysis.

**Please complete the following information each time you submit a factor-based utility allowance analysis:**

 I certify to the following:

* The type of utilities covered by the UA are
* The following utility rate increases/decreases were implemented *by the utility company* during the past 12 months. (if no change occurred, please enter N/A):

* The following energy conservation initiatives will impact or have impacted consumption (if no change occurred, please enter N/A):

Based on this information and the published UAF, I recommend that the Utility Allowance be adjusted as follows:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit Size | Current Electric UA Amount | Electric UAF | **New Electric UA Amount** | Current Gas Utility Amount | Gas UAF | **New Gas UA Amount** | Current Trash/Water and/or Sewer UA Amount | T/W/S UAF | **New T/W/S UA Amount** | **Total UA Amount** |
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Following a review of the Utility Allowances calculated above, I certify that:

I have compared the factor-based analysis to the paid utilities over the past twelve months and confirmed that there is not a significant disparity between the two.

Owner’s Signature Date