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| ANNUAL PROJECT COMPLIANCE REPORT for HOME-ASSISTED RENTAL HOUSING (1 TO 4 TOTAL UNITS) |

**State Recipient:**  **City**  **County**  **Town of:**  **HOME Contract #:** **- HOME -**  **Project City:**  **Project County:**

**Owner Name:**       **Project Name:**       **Project Address:**       **Project Zip:**

**Prepared by:**       **Check the title of the Report Preparer:**  **manager**  **agent**  **owner**  **Other:** **Date Prepared:**

**Total # Units:** **# HOME Units:**   **fixed**  **floating**

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| **PLEASE ATTACH THE FOLLOWING DOCUMENTS TO THIS REPORT** |

►**COPY of the RENT AND INCOME LIMIT CHART(S) USED FOR INCOME CERTIFICATION with effective dates noted**

►**COPY of the UTILITY ALLOWANCE SCHEDULE(S) USED FOR INCOME CERTIFICATION (form HUD-52667) *or similarly formatted schedule* with effective date(s) noted**

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| **CERTIFICATION OF COMPLIANCE** |
| **I certify that the information in this report is true and correct.**  1. Owner / Manager *signature*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:  manager  agent  owner  other:       Date:  2. City / County / Town *signature*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:       Date: |

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| **General Info.** | | **Rent Information for HOME-Assisted Units** | | | | | | | **Income Information for HOME-Assisted Units** | | | | **Recertification** | | **Vacancy** |
| A | B | C | **D** | **E** | **F** | **G** | **H** | I | J | K | L | M | N | O | P |
| Enter the HOME  Unit **#** | **Select** the number of bedrooms for the HOME unit  from the drop down menu | Rent and Income Limit Year  **2010 effective 6/26/2010**  **2011 effective**  **7/13/2011** | **HOME**  **RENT LIMIT**  **Select** actual HOME rent limit designation used in certification and enter the corresponding dollar amount  (amount includes a utility allowance) | Enter the  **Tenant’s** **Share** of Rent | **RENTAL** **ASSIST-ANCE**  (if applicable, enter amount of rental subsidy) | Enter the  unit’s Utility  Allowance (U/A) based on the unit size entered in column B | Enter the  Total of Columns  (**E+F+G**) | Does the total in (**H**)  exceed  the amount in (**D**)?  **Select** from the drop down menu: | Enter the  Tenant  (head-of house)  Name | **Select** the  Number of persons  in the House-  hold from the drop down menu: | **ANNUAL GROSS INCOME**  Enter the ACTUAL certified  Household  **Income** | **INCOME LIMIT %**  **From the drop down menu, select** the **income limit % based on actual HH income entered in column L**: | Enter the  initial occupancy (move-in)  Date  **(date field formatted)**  **MM/DD/YYYY** | Enter the  effective date of the last Income  Certification  **(date field formatted)**  **MM/DD/YYYY**  **and**  **select either “recertification” or “New”** | If the unit is vacant, enter the move-out date  **(date field formatted)**  **MM/DD/YYYY** |
|  |  |  | **$** | **$** | **$** | **$** | **$** |  |  |  | **$** |  |  |  |  |
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|  |  |  | **$** | **$** | **$** | **$** | **$** |  |  |  | **$** |  |  |  |  |

**NOTE: Columns D: the “Rent Limit Amount” entered should reflect the same year in column O “Date of Last Annual Income Certification.”**

**NOTE: Column I definitions: Yes-OOC (out of compliance); Yes-OI (over income); Yes-PBRA (project based rental assistance)**