LIHTC UTILITY ALLOWANCE ESTIMATE
NEW HAMPSHIRE HOUSING CERTIFICATION OF COMPLETENESS AND ACCURACY

I, _____, authorized signatory for _____ (name of property), certify that the documentation provided in this submission is complete and accurate. Supporting documentation includes:

Agency Estimate:

1. Cover letter stating utility allowance option
2. Copies of actual usage data from the utility provider
3. Utility Analysis Grid
4. Copy of 90-day notice to residents
5. Utility Allowance Spreadsheet

Local Utility Company Estimate:

1. Cover letter stating utility allowance option
2. Documents provided by local utility company supporting estimate
3. Copy of 90-day notice to residents
4. Utility Allowance Spreadsheet

HUD Utility Schedule Model:

6. Cover letter stating utility allowance option
7. Copies of actual usage data from the utility company. If per unit usage data from the utility company is not available, provide copies of actual resident utility bills.
8. Copy of 90-day notice to residents
9. Utility Allowance Spreadsheet

Energy Consumption Model

1. Cover letter stating utility allowance option
2. Owner/Engineer Certification of Utility Data, certifying complete and accurate information; owner-authorized signature, engineer's signature and photocopy of the engineer's current license is required.
3. Copy of 90-day notice to residents
4. Utility Allowance Spreadsheet

Certification

I understand that New Hampshire Housing may require additional information to substantiate the estimates provided herein. I also certify to the following:

1. I have personally reviewed the documentation provided for this estimate on each building (BIN).

2. If applicable, for estimates based on utilities that are sub-metered, tenants only paid for utility consumption specific to their unit, plus an administrative fee of $5.00 or less.
3. Cable television, telephone and internet costs are excluded from utility allowance calculations.
4. The estimate included only continuously occupied units (50 or more weeks) in the most recent twelve-month period.
5. This estimate is based on the most recent 12-month period.
6. In the case of new buildings with less than 12 months of consumption data, 12 months of data for units of similar size and construction in the subject's geographic area were used.
7. Data is no older than 60 days at the time of this submission.
8. All units in the project are listed on the enclosed spreadsheet. Any units not included in the estimate have the reasons listed on spreadsheet.
9. The correct combined monthly average utility estimates for the above named project are as listed on the attached Utility Allowance spreadsheet.

Owner/Authorized Signatory _____ Date _____

In addition to the owner's certifications above, if the owner used an engineer to determine its estimate, the owner and engineer certify the following:

1. The owner and engineer are not related, as defined in IRC section 267(b) or 707(b).
2. The Energy Consumption Model, at a minimum, takes into account specific factors including, but not limited to, unit size, building orientation, design and materials, mechanical systems, appliances, and characteristics of the building location.
3. Utility rates are based on local rates and utility supplier(s) for the above-named property and are no older than the rates in place 60 days prior to the effective date.
4. A photocopy of the engineer's current license is attached.

Engineer:

Printed Name _____ Signature _____ Date _____

License # _____ Firm Name _____

Owner:

Printed Name _____ Signature _____ Date _____