

# 2025 HOME and HTF Annual Rent Approval Requirements

HUD has released the 2025 HOME and Housing Trust Fund (HTF) Income and Gross Rent Limits with the effective date as **June 1, 2025**. As a reminder, Participating Jurisdictions are required under the 2013 HOME Final Rule and the newly published 2025 HOME Final Rule to review and approve rents for all HOME financed units annually throughout the affordability period. The Housing Trust Fund (HTF) Interim rule requires Grantee’s to review and approve rents annually for multi-family HTF assisted properties during their affordability period. To comply with these requirements and/or to avoid prohibition from future participation in all SC Housing programs, the following five (5) documents must be submitted:

1. A completed [HOME/SCHTF/NHTF Rent Approval Worksheet](https://schousing.sc.gov/sites/schousing/files/Documents/Development/Manuals%20and%20Forms/HOME_SCHTF_NHTF%20Rent%20Approval%20Worksheet%20Final%2004.23.2025.docx);
2. A copy of the [HUD HOME or HTF Rent Limits](https://schousing.sc.gov/development/income-rent-limits) to be utilized for the property over the next twelve (12) month period
3. A copy of the [Statewide HUD Utility Schedule Model](https://schousing.sc.gov/development/development-utility-allowances), the utility allowance established by the applicable local public housing authority, or approved Project Specific Utility Survey for each applicable bedroom type. The total monthly cost of the utility allowance must be calculated on the applicable utility allowance document provided to SC Housing. Circle or clearly specify the amount of each allowance included in each total utility calculation. Remember to include base charges, if applicable. See note about PHA utility allowances and Green Discount/Energy Star if using.
4. A copy of the current [M-51 HOME Unit Status Compliance Report](https://schousing.sc.gov/sites/schousing/files/Documents/Development/HOME/General-Forms/M-51_Unit_Status_Compliance.xlsx) for HOME units, or [SRDP-21 SRDP Unit Status Compliance Report](https://schousing.sc.gov/sites/schousing/files/Documents/Development/SRDP/SRDP-Manuals-Forms/SRDP-21-SRDP-Unit-Status-Compliance-Rpt-Rev-6.xlsx) for HTF units
5. A copy of the current Certificate of Property Insurance

Owners/Management agents must submit the documents listed above for each individual property named on the HOME/SCHTF/NHTF Rent Approval Worksheet no later than 45 calendar days after the publication of the 2025 rent limits to allow Authority staff sufficient time to review each development’s proposed HOME rents. **Any documentation submitted after the deadline may result in the denial of the any proposed rent increase.**

Please note that inaccurate or incomplete forms will not be considered received and will be returned to the management company.

All of the above documents should be sent to the Compliance Monitoring Department in one of the following ways:

**Preferred Method:** Electronic Submission by Certification Portal Upload:

Scan all documents in one PDF file and upload in the **Upload Files – Miscellaneous** section of the Certification Portal

Electronic Submission by Secure File Exchange **(ONLY if access to Certification Portal has not been set up by Compliance Monitoring)**:

Submit all documents in a ZIP file through our Secure File Exchange here: [**SC Housing**](https://www.schousing.com/Home/PartnerLogin)[**Secure File Exchange**](https://www.schousing.com/Home/PartnerLogin) **.** If you have not already registered, you will need to do so on this web page. There is a link with instructions for uploading files on the login page as well. The department to send the ZIP file to is Compliance Monitoring.

## Emailed submissions will not be accepted.

Any questions can be sent to: **ComplianceDepartment@schousing.com**

# Application of Rent Limits - NEW FOR 2025 – 2025 HOME Final Rule Changes

Per the 2025 HOME Final Rule § 92.252(a), there is a change from previous methodology for applying HOME rent limits that now states that the rent limits do not apply to any rental assistance or subsidy payment provided under a Federal, State, or local rental assistance or subsidy program. Also, the 2025 HOME Final Rule § 92.252(c) states that all units subject to the rent limits in §92.252(a) for which the tenant is paying utilities and services, the participating jurisdiction must require that the rents do not exceed the rent limits in § 92.252(a) minus the monthly allowances for utilities and services in § 92.252(b). Based on these paragraphs, gross rent calculations for HOME-assisted units will no longer include Federal, State, or local rental assistance or subsidy amounts as part of the gross rent calculations.

# Utility Allowances - NEW FOR 2025 – 2025 HOME Final Rule Changes

Per the 2025 HOME Final Rule § 92.252(b), there is a change from the 2013 HOME Final Rule that now allows participating jurisdictions to use the HUD Utility Schedule Model, the utility allowance established by the applicable local PHA, or other method approved by HUD for its maximum monthly utility allowances. **This change will make all three options available for all HOME-assisted rental units, including those for which HOME funds were committed on or after August 23, 2013**. If a participating jurisdiction finds the utility allowance determined by its local PHA unsuitable, it is now able to choose a more suitable model (the HUD Utility Schedule Model or another method approved by HUD) for its project.

# Green Discount Utility Schedule

If using the “Green Discount” or Energy Star utility schedule, provide a copy of the documentation certification as performed by the appropriate third-party rater submitted with the Placed In Service application if a copy was not submitted for a previous year’s Rent Approval Request. If no documentation is available, the “Green Discount” or Energy Star utility schedule cannot be used.

To sign up to receive HOME and/or HTF Rent and Income limits once published by HUD, click on the following link and then follow directions: <https://www.hudexchange.info/mailinglist/>.