
To: Real Estate Development Partners
From: Real Estate Department
Date: January 20, 2023
Re: Revised Utility Allowance Approval Request Letters

Notice: RED-23-02

IHCDA has released revised request letters for use by owners requesting that IHCDA approve an energy consumption, qualified engineer, or HUD Utility Schedule Model utility allowance. The revised letters must be used for any utility allowance approval request submitted after the date of this notice.

The revised letters reflect utility allowance policy changes and clarifications from IHCDA's 2022 updated compliance manuals as released in November 2022.

The revised letters can be found in Appendix C of the *Rental Housing Tax Credits Compliance Manual* as well as Appendix C of the *Federal Programs Ongoing Rental Compliance Manual*. The compliance manuals, as well as related forms and appendices, are available on [IHCDA's compliance webpage](#).

