NYS HOME Tenant Based Rental Assistance
Rental Assistance Amendment

This Amendment to the Written Agreement(s), as selected below, is executed for the purpose of modifying certain terms and conditions of the original Written Agreement(s). A Written Agreement within its term may only be amended with the consent of all parties and subject to the availability of HOME funds.

SHARS ID	
Local Program Administrator	
IDIS Activity Number	
Tenant Name	
Landlord Name	
Address & Unit	
Original Tenant Agreement Term	
Original Landlord Agreement Term	
Original Lease Term	

Written Agreement being Amended *(check all that apply)*

☐ Tenant Written Agreement

☐ Landlord Written Agreement

Reason for Amendment - A Written Agreement may be amended for the following reasons[1]: *(check all that apply)*

☐ Lease between the tenant(s) and the landlord is being renewed or amended and the term and/or rent charged are the only changes. *(check all that apply)*

	Type of Amendment	Amendment
☐	New Lease Term	
☐	New Rent Charged	
☐	New LPA Subsidy	
☐	New Tenant Portion	

**Documentation Required: Amended lease, Updated CPD Rental Assistance Voucher*

[1] In all other instances, the LPA must enter into a new Written Agreement with the household and/or landlord.

☐ Household is moving in the same building or development and parties to the lease, family size, and number of bedrooms remain the same.

New Address	

**Documentation Required: Amended lease*

☐ Adjusting the term of the Written Agreement[2]

New Term	

**Documentation Required: Amended Lease (if applicable)*

By signing below, all parties confirm they have reviewed this Rental Assistance Amendment and agree to all the changes and terms within.

Party	Name	Signature	Date
Tenant			
Landlord[3]			
LPA Representative			

[2] *Written Agreement Amendments may extend the original term of the Written Agreement up to 24 months from the original date of execution (24 CFR 92.209(e)(3)(i)(B)).*

[3] *A landlord signature is only required for amendments to the Landlord Written Agreement.*