

Homeowners HUD Green Building Retrofit Checklist Certification

Reconstruction, Rehabilitation, Elevation, and Mitigation (RREM) Program

General Information		
Homeowner Name:	Homeowner Address:	RREM #:
Contractor Name:	Contractor Address:	RREM PM:
<p>PURPOSE: To provide guidance to applicants on how to comply with the RREM Program’s HUD Green Building Retrofit Checklist requirements during the rehabilitation process of their home. This form will only be applicable to applicants who have started construction after the execution date of their grant award. While the RREM Program encourages applicants to comply with the HUD Green Building Retrofit Checklist, this form will not apply to applicants who commenced work, or were under contract, prior to the execution date of their grant award.</p> <p>INSTRUCTIONS: Applicant should complete or provide this form to their Contractor to fill in the necessary information as construction work progresses to ensure that the applicant is meeting the requirements of the HUD Green Building Retrofit Checklist. All items that do not apply or are not being replaced should be marked as <i>not applicable</i> on this form.</p> <p>Applicant will be required to provide a signed copy of the HUD Green Building Retrofit Checklist to the RREM Program Manager prior to the RREM Program final inspection.</p> <p>Applicant will be required to certify that the materials and or products installed, as itemized in their Estimated Cost of Repair (ECR) meet the Green Building Retrofit Checklist.</p> <p>Applicants are required to collect any material and or product specification sheets, to support meeting the Green Building Standards. Applicants should maintain these records for a period of five (5) years after the date of the RREM program’s final inspection approval.</p> <p><i>The Applicant’s signature below certifies that all items itemized in his/her ECR have been repaired or replaced, at the damaged property, according to the requirements of the attached HUD Green Building Retrofit Checklist.</i></p>		
Applicant Name:	Signature:	Date:
Co-Applicant Name:	Signature:	Date:

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HUD Green Building Retrofit Checklist

Water and Energy Conservation Measures

1.	Water-Conserving Fixtures. (Install or retrofit water conserving fixtures in any unit and common facility, use the following specifications: Toilets-- 1.28 gpf; Urinals-- 0.5 gpf; Showerheads-- 2.0 gpm; Kitchen faucets—2.0 gpm; and Bathroom faucets-- 1.5gpm. [gpf = gallons per flush; gpm = gallons per minute])	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	ENERGY STAR Appliances. Install ENERGY STAR-labeled clothes washers, dishwashers, and refrigerators, if these appliance categories are provided in units or common areas. (Dishwashers are an upgrade, not paid for by the Program).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Air Sealing: Building Envelope. Seal all accessible gaps and penetrations in the building envelope. If applicable, use low VOC caulk or foam.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Insulation: Attic. (If applicable to building type). For attics with closed floor cavities directly above the conditioned space, blow in insulation per manufacturer's specifications to a minimum density of 3.5 Lbs. per cubic foot (CF). For attics with open floor cavities directly above the conditioned space, install insulation to meet or exceed IECC levels.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Insulation: Flooring. (If applicable to building type). Install \geq R-19 insulation in contact with the subfloor in buildings with floor systems over vented crawl spaces. Install a 6-mil vapor barrier in contact with 100% of the floor of the crawl space (the ground), overlapping seams and piers at least 6 inches.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.	Duct Sealing. In buildings with ducted forced-air heating and cooling systems, seal all penetrations of the air distribution system to reduce leakage in order to meet or exceed ENERGY STAR for Homes' duct leakage standard.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.	Air Barrier System. Ensure continuous unbroken air barrier surrounding all Conditioned space and dwelling units. Align insulation completely and continuously with the air barrier.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.	Radiant Barriers: Roofing. When replacing or making a substantial repair to the roof, use radiant barrier sheathing or other radiant barrier material; if economically feasible, also use cool roofing materials.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
9.	Energy Star Rated Windows. When replacing windows, install geographically appropriate ENERGY STAR RATED windows.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
10.	Sizing of Heating and Cooling Equipment. Replaced in accordance with Air Conditioning Contractors of America (ACCA) Manuals, Parts J and S.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.	Domestic Hot Water Systems. Ensure the system(s) meet or exceed the efficiency requirements of ENERGY STAR for Homes' Reference Design. Insulate pipes by at least R-4.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
12.	Efficient Lighting: Interior Units. Follow the guidance appropriate for the project type: install the ENERGY STAR Advanced Lighting Package (ALP); OR follow the ENERGY STAR MFHR program guidelines, which require that 80% of installed lighting fixtures within units must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed;	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

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	OR when replacing, new fixtures and ceiling fans must meet or exceed ENERGY STAR efficiency levels.	
13.	Efficient Lighting: Common Areas and Emergency Lighting (if applicable to building type). Follow the guidance appropriate for the project type: use ENERGY STAR-labeled fixtures or any equivalent high-performance lighting fixtures and bulbs in all common areas; OR when replacing, new common space and emergency lighting fixtures must meet or exceed ENERGY STAR efficiency levels. For emergency lighting, if installing new or replacing, all existing signs shall meet or exceed LED efficiency levels and conform to local building codes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
14.	Efficient Lighting: Exterior. Follow the guidance appropriate for the project type: install ENERGY STAR-qualified fixtures or LEDs with a minimum efficacy of 45 lumens /watt; OR follow the ENERGY STAR MFHR program guidelines, which require that 80% of outdoor lighting fixtures must be ENERGY STAR -qualified or have ENERGY STAR-qualified lamps installed; OR when replacing, install ENERGY STAR.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
In-Door Air Quality Measures		
1.	Air Ventilation: Single Family and Multifamily. (three stories or fewer) Install an in-unit ventilation system capable of providing adequate fresh air per ASHRAE 62.2 requirements.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	Composite Wood Products that Emit Low/No-Formaldehyde. Composite wood products must be certified compliant with California 93120. If using a composite wood product that does not comply with California 93120, all exposed edges and sides must be sealed with low-VOC sealants.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Environmentally Preferable Flooring. When replacing flooring, use environmentally preferable flooring, including the Floor Score certification. Any carpet products used must meet the Carpet and Rug Institute's Green Label or Green Label Plus certification for carpet, pad, and carpet adhesives.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Low/No VOC Paints and Primers. All interior paints and primers must be less than or equal to the following VOC levels: Flats--50 g/L; Non-flats--50 g/L; Floor- 100 g/L. [g/L = grams per liter; levels are based on a combination of the Master Painters Institute (MPI) and GreenSeal standards.]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Low/No VOC Adhesives and Sealants. All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants must comply with regulation 8, rule 51, of the Bay Area Air Quality Management District.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.	Clothes Dryer Exhaust. Vent clothes dryer directly to the outdoors using rigid-type duct work.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.	Combustion Equipment. When installing new space and water-heating equipment, specify power-vented or direct vent combustion equipment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

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8.	Mold Prevention: Water Heaters. Provide adequate drainage for water heaters that include drains or catch pans with drains piped to the exterior of the dwelling.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
9.	Mold Prevention: Surfaces. When replacing or repairing bathrooms, kitchens, and laundry rooms, use materials that have durable, cleanable surfaces.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
10.	Mold Prevention: Tub and Shower Enclosures. When replacing or repairing tub and/or shower enclosures, use non-paper-faced backing materials such as cement board, fiber cement board, or equivalent in bathrooms.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.	Integrated Pest Management. Seal all wall, floor, and joint penetrations with low-VOC caulking or other appropriate sealing methods to prevent pest entry. Unless needed for RREM/LRRP Twin projects.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
12.	Lead-Safe Work Practice. For properties built before 1978, if the project will involve disturbing painted surfaces or cleaning up lead contaminated dust or soil, hire certified renovation or lead abatement contractors and workers using lead-safe work practices and clearance examinations consistent with the more stringent of EPA's Renovation, Repair, and Painting Rule and HUD's Lead Safe Work Practice Rule.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
13.	Radon Testing and Mitigation. (if applicable based on building location) For buildings in EPA Radon Zone 1 or 2, test for radon using the current edition of American Association of Radon Scientists and Technologists (ARRST)'s Protocol for Radon Measurements in Homes Standards for Single-Family Housing or Duplexes, or ARRST's Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings. To install radon mitigation systems in buildings with radon level of 4 pCi/L or more, use ASTM E 2121 for single-family housing or duplexes, or AARST's Radon Mitigation Standards for Multifamily Buildings. For new construction, use AARST's Reducing Radon in New Construction of 1 & 2 Family Dwellings and Townhouses, or ASTM E 1465.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
14.	Mold Remediation. Inspect the interior and exterior of the building for evidence of moisture problems. Document the extent and location of the problems, and implement the proposed repairs according to the Moisture section of the EPA Residential Indoor Environment protocols for Home Energy Upgrades	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A