NORTH DAKOTA housing FINANCE AGENCY

HOMEOWNER REHABILITATION LEAD COMPLIANCE WORKSHEET

COMMUNITY HOUSING AND GRANTS MANAGEMENT

SFN 62754 (08/26)

This Lead Compliance Worksheet is intended to guide subrecipients providing rehabilitation assistance to homeowners through the lead-based paint inspection process to ensure compliance with Subpart J of the Lead Safe Housing Rule. A copy of the completed worksheet along with any additional documentation should be kept in each homeowner's project file.

Homeowner Name(s)		Subrecipient Name		
Address		City	State	ZIP Code
County	Year Built	Number of Bedrooms		
Person Completing Form	Signature	Date		

PART 1: DETERMINE WHETHER THE PROPERTY QUALIFIES FOR AN EXEMPTION

Was the property constructed after January 1, 1978?

◯No* ◯Yes If yes, then no further action is required. Verify the build date of the home and place this worksheet in the project file with the home built date verification document.

Will all rehab work exclude disturbing painted surfaces? 35.115(a)(8)

◯No* ◯Yes If yes, the property is exempt from the requirements of 24 CFR Part 35 Subparts B-R, but must still follow the disclosure requirements.

*Note: If you answered "No" to the first question above (and either yes or no to the second question), provide the Protect Your Family from Lead in Your Home pamphlet and the Renovate Right: Important Lead Hazard Information Pamphlet to the homeowner(s). The homeowner must sign a confirmation of receipt for both pamphlets, which must be retained in the project file and attached to this completed worksheet.

I hereby certify that both pamphlets were provided to the homeowner(s).

◯Yes ◯No

PART 2: RISK ASSESSMENT AND TESTING

This worksheet assumes that the home will receive $25,000 or more in federal rehabilitation assistance. Contact NDHFA if the project cost is under $25,000. NDHFA requires that a Risk Assessment be performed instead of presuming all painted surfaces constitute lead hazards. If any paint will be disturbed as part of the rehabilitation, this level of federal assistance requires that lead-based paint hazards be abated.

A lead Risk Assessment has been conducted and surfaces to be disturbed have been tested. ◯Yes ◯No
A Lead Hazard Evaluation Notice, including a copy of the results, was provided to the homeowner(s) within 15 days. ◯Yes ◯No
Did the Risk Assessment and testing identify any lead hazards? If no, include the Risk Assessment and test results with this worksheet and return to NDHFA. No further action is required. Keep records in project file. If yes, continue to Part 3. ◯Yes ◯No

PART 3: COMPLETION OF ABATEMENT WORK

Hazard abatement must be carried out on the interior of the home; interim controls are acceptable on the exterior if rehabilitation will not disturb exterior painted surfaces or if the property is determined eligible or listed on the National Register of Historic Places.

For abatement work, certified and/or licensed abatement contractors were utilized. For other work, use appropriately qualified workers.	◯ Yes	◯ No
Abatement was performed on all hazards identified in the risk assessment.	◯ Yes	◯ No
Upon completion of abatement work, clearance testing was performed by a licensed lead paint inspector or risk assessor. Clearance testing cannot be performed by the contractor that performed the abatement work.	◯ Yes	◯ No
Notice of lead hazard reduction work performed and clearance test results were provided to homeowner within 15-days. Homeowner(s) must acknowledge receipt.	◯ Yes	◯ No

FILE CHECK

Verification of year built (usually on property tax and assessment records).	◯ Yes	◯ No
Homeowner confirmation of receipt of both pamphlets from Part 1.	◯ Yes	◯ N/A
Risk Assessment and test results.	◯ Yes	◯ N/A
Homeowner confirmation of receipt of lead hazard evaluation notice.	◯ Yes	◯ N/A
If abatement is required, evidence that the contractor is abatement certified.	◯ Yes	◯ N/A
Clearance test results.	◯ Yes	◯ N/A
Homeowner confirmation of receipt of clearance test results.	◯ Yes	◯ N/A

Notes