

IPR SETUP PACKAGE SUBMISSION REQUIREMENTS

Homeowner's Name: _____

Property Address: _____

Subrecipient's Name: _____ Contract Number: _____

Check all boxes that apply to the project:

- | | | |
|--|--|---|
| <input type="checkbox"/> Original Set-up | <input type="checkbox"/> Revised Set-up | |
| <input type="checkbox"/> Lacking BA? | <input type="checkbox"/> Failing Septic System? | <input type="checkbox"/> Lacking Potable Water? |
| <input type="checkbox"/> Rehab? | <input type="checkbox"/> Substantial Reconstruction? | |
| Alternative System? | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| <input type="checkbox"/> Constructed Pre-1978? | <input type="checkbox"/> Constructed 1978 or later? | |

Submit to DHCD the following:

- Eligibility Photos** *(all facades, any outhouse, and anything else documenting set-up is eligible. Digital format only.)*
- Work Write-up and Estimated Cost of Rehab**
- Bid Tab and Copy of Lowest, Responsive, Responsible Bid**
- HUD Income Calculator Form for Household**
- Project Setup Report (HUD Form 40094)**
- Certification of IPR Eligibility** *(attach supporting documentation, including all required permits and reports, which must be obtained prior to release of bids)*
- IPR Statutory Checklist** *(attach source documentation, including DHR approval if house is 50 years or older)*
- DHCD HQS Part 1**
- Rehab Specialist's HUD Section 8 Inspection Form**
- IPR Project Costs Worksheet**
- Substantial Reconstruction Worksheet** *(attach substantial work write-up and estimated cost, if applicable)*
- Pre-construction Lead Test Results Documentation** *(if applicable)*
- Pre-construction Asbestos inspection report** *(if applicable)*
- MOU with Local Partner** *(if applicable)*