**Project File LBP Checklist**
**Federally Funded Rehabilitation Projects**
**(Subject to 24 CFR Part 35)**

**Recipient:** _____
**Property Address:** _____
**Property is:** Vacant _____
Owner-Occupied _____
Tenant Occupied _____

| *Document* | *Applicable* | *Document In File* |
|---|---|---|
| **Property Documentation** | | |
| LBP Rule Applicability Worksheet (or exempt documentation) | | |
| Federal Rehabilitation Assistance Calculation | | |
| **Evaluation** | | |
| Visual assessment (homebuyer assistance) | | |
| Risk Assessment (rehab > $5,000) | | |
| LBP Inspection (if documenting LBP-free exemption) | | |
| Paint testing ( rehab < $5,000) | | |
| **Disclosure documentation** | | |
| Pamphlet to owner/occupant/buyer | | |
| Disclosure form: seller to buyer; or owner to tenant | | |
| No paint disturbed; no additional disclosure | | |
| Paint testing done – Part 35 Appendix A | | |
| Risk Assessment done – App B | | |
| Presumed lead – App C | | |
| LBPH work done - App D | | |
| **Occupant Protection** (see 24 CFR Part 35.1345) | | |
| Occupant remained in unit: worksites contained; LBP work completed w/in 5 days | | |
| Occupant relocated during work (Relocation benefits provided) | | |
| **LBP Hazard Control Work** | | |
| Below $5,000 Rehab | | |
| Testing, SWP, clearance – disturbed paint surfaces only | | |
| $5,000 - $25,000: Interim Control Work | | |
| Scope of Work including RA specs for interim controls | | |
| Worker SWP training documentation | | |
| On-site inspection notes on interim controls | | |
| Contractor Certification of Compliance w/ SWP | | |
| Above $25,000: Abatement Work | | |
| Scope of work specifying abatement of hazards | | |
| Abatement Contractor License | | |
| **Clearance Report** | | |
| **Ongoing Maintenance** (if HOME Rental units) | | |
| HOME written agreement specifying ongoing maint. | | |
| Prop standards inspection reports indicating compliance | | |