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: worksites contained; work w/in 5 days		
Occupant relocated during work (Relocation benefits provided)		
LBP Hazard Control Work		
EPA Renovator Rule Certifications		
Renovation Firm Certification		
Renovator training certification		
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		
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		