

The following questions and answers were documented during the Community Revitalization Programs, Awarded Administrator Training Webinar presented on March 18, 2010.

Will the powerpoint presentation be available on your website after the webinar?

The presentation is currently posted on our website at www.mnhousing.gov. Click on the "Training and Technical Services" header on the red toolbar on the home page, then select "Single Family Technical Assistance". This will take you to our registration page. If you scroll to the bottom, you will see a link named "Technical Assistance/Webinar Materials". Click on that link and it will bring you to our online training resource page. You can also copy the following link in your browser window: http://www.mnhousing.gov/resources/training/sf-assistance/MHFA_009091.aspx. If you need assistance finding the presentation, please email Terry Hanna (terry.hanna@state.mn.us) or Nancy Slattsveen (nancy.slattsveen@state.mn.us).

What is the first funding round in which the new Green Communities compliance began?

New construction awards green compliance became a requirement in Fall 2008 or contracts numbered 10-2008-XX-CRV. Acquisition/Rehab/Resale awards are required to comply with green compliance this current funding period or contracts with numbers 1-2010-XX-CRV.

During what program year/grant round does the Income verification worksheet requirement start to be a requirement?

The new revised documentation checklist is not yet completed. This is exhibit 2 in the CRV procedural manual. Once this is in the manual you will need to comply. Any manual update a notice will be sent to CRV administrators who are on the Minnesota Housing e-mail list. For practical purposes staff encourages you to use this form going forward. Staff sees the use of this form as a good business practice.

What are the new utility release forms and when do administrators need to complete them for homebuyers?

The utility release form is not yet available. Minnesota Housing is developing an evaluation framework for our sustainability policy. As a framework is finalized, administrators will be notified of any new requirements via e-news.

How and where are CRV administrators supposed to document the cost benefit analysis that completed determining rehab priority with green rehab projects?

This is good question since staff is yet determining documentation requirements. Our recommendation is to provide the best summary documenting the process you can develop for meeting this requirement. As staff reviews files via audit and/or monitoring we really do not have a preferred methodology to offer at this time.

At what point in the construction process is a waiver request completed for Green Communities and at what stage is approval needed by? (i.e. application before bids, before construction start, before scope of work, etc.?)

Please send us your green waiver requests as soon as it is determined that you cannot meet the green criteria. This could be any time throughout the construction/development/home sale time line.

If a borrower needs a co-signer on their first mortgage are they CRV eligible? if so, does a co-signer's income need to be verified and does it count towards the income limits?

Non-occupant co-signers are not allowed on Minnesota Housing loans. All Borrowers on Minnesota Housing loans must occupy the property as their primary residence. Household income is the gross annual projected household income as of the date of application of all persons residing or intending to reside in a property (with the exception of incidental income from after school employment for persons under 18 years of age).

On the NEAT report, where is the infiltration rate located and if less than 1,000, should an air exchanger be added?

An air exchanger would be one option to insure the home is properly ventilated, but may be the most expensive. Another less expensive option would be to install an exhaust fan such as a "Panasonic Whisper Green" or equivalent fan – this is a fan that has a low sone (fan noise) rating and will run continuously at a low speed (10cfm) but can be increased by turning on an installed switch or motion detector which would increase the fan speed to a higher speed (80cfm). If using the exhaust fan it is recommended that make-up air be installed into a mechanical room to insure that the home is not under a negative operating pressure.

If an initial radon test is less than 4, does a post rehab radon test need to be performed?

If the scope of work on the unit involves air sealing or tightening the envelop, a post-rehab radon test is recommended. If Minnesota Department of Health test kits obtained from Minnesota Housing are used, a post-rehab radon test is always required, regardless of the scope of work.

What should be in the file to show "evidence of homebuyer understanding green maintenance"?

Staff again does not have an established documentation requirement. Our recommendation is to 1) have an occupant's maintenance manual 2) a signature indicating the buyer received the manual. As staff reviews files via audit and/or monitoring we may have a better defined methodology to offer

It was learned that Minnesota Housing modified the green communities overlay for NSP funded projects. Are the same modifications applicable for CRV funded projects?

CRV administrators undertaking new construction or acquisition-rehabilitation-resale activities are required to comply with the national Green Communities criteria as modified by the Minnesota Overlay. NSP are required to adhere to a modified sustainability/green policy as outlined on Minnesota Housing's NSP website.