

CDBG Owner Occupied Rehabilitation Program Specific Points Form

Instructions

To be eligible to receive up to 50 program specific points, an Owner-Occupied Rehabilitation grant applicant must:

1. Complete this form, providing current information specific to the individual community.
2. Provide a form unique to the cycle for when application is submitted with current dates, signatures, etc. Previous submissions will not be accepted.
3. **Attach documents that support the statement for each section to the completed form and submit as a single uploaded file in GMS. The submission must be titled "OOR Program Specific Form".**
4. Submit the completed program-specific points form along with your application through the Indiana Grants Management System (GMS) by the submission deadline.

Application Instructions contain the latest Grant Evaluation Criteria for Program Specific Points. Refer to these instructions for further details on our [Owner Occupied Rehabilitation Program webpage](#). For further questions, please email the [CDBG Team](#).

SECTION 1: Applicant Information

1. Lead Applicant	2. Application Number	3. Date of Form Submission
4. Grant Administrator Name	5. Grant Administrator Email	

SECTION 2: Housing Needs Assessment

(Maximum 25 Points)

Awarded to applicants who have developed a housing needs assessment within the past five (5) years. Provide a narrative detailing the methodology of the housing needs assessment, when completed, and who conducted the assessment. The housing needs assessment must include:

- current and future housing needs
- assessment of data
- evidence of community engagement
- clear priorities

☐ Check if housing needs assessment is uploaded.

SECTION 3: Administrator Experience

(Maximum 15 Points)

Awarded to communities who are working with administering entities who can demonstrate prior experience in construction management, rehabilitation of built structures, and/or prior CDBG OOR experience through a different funding agency. The applicant must provide a narrative detailing previous experience of the administering entity.

☐ Check if third-party reference letter verifying experience is uploaded.

SECTION 4: Green Infrastructure

(Maximum 25 Points)

Awarded to communities for projects incorporating green infrastructure elements in the rehabilitation program, as outlined in Community Planning and Development Green Building Retrofit Checklist.

The applicant must:

1. Select the green infrastructure elements from the list below that will be included in the program.
2. Provide a narrative detailing how their program will incorporate green retrofit measures from the checklist below (e.g. roof repair, heating/cooling replacement).

☐ Check if supporting documents that demonstrate the inclusion of green infrastructure elements (e.g. program guidelines, contractor specs, scope development policy, rehabilitation project plan) is uploaded.

1. Select the green infrastructure elements from the list below that will be included in the project. Please review [Community Planning and Development Green Building Retrofit Checklist](#) for additional details.

A. Roof Repair or Replacement

- ☐ **Radiant Barriers:** Install under roof to reflect heat (\$0.0-0.50/sq ft).
- ☐ **Cool Roofs:** Use high-reflectance roofing (may be costly).
- ☐ **Recycled Roofing Materials:** Use 20%+ recycled shingles or metal.
- ☐ **Water Management:** Install gutters to direct water to lawns/gardens.

B. Heating and Cooling (HVAC)

- ☐ **ENERGY STAR Equipment:** Install certified furnaces/heat pumps/ACs.
- ☐ **Safe Combustion Appliance Venting:**
- ☐ **Flooring or Crawl Space Insulation**
- ☐ **Ventilation Improvements:** Install ENERGY STAR exhaust fans.
- ☐ **Proper Sizing:** Use Manual J for HVAC sizing.
- ☐ **Programmable/Smart Thermostats:** Install with HVAC upgrades.

C. Water Heater Replacement

- ☐ **ENERGY STAR Water Heaters:** Install certified models
- ☐ **Pipe Insulation:** Insulate first 6 ft of pipes (R-4), or other water line connections in the exterior wall.
- ☐ **Mold Prevention:** Install catch pan with drain for tank heaters, if applicable.

D. Select Lighting and Electrical Upgrades

- ☐ **Lighting Upgrades:** Use ENERGY STAR LEDs/CFLs; add sensors/dimmers.
- ☐ **Low-VOC Materials:** Use low-odor coatings for electrical work.

E. ADA Accessibility Upgrades

- ☐ **Accessible Green Features:** Use recycled ramps, efficient lighting (\$200-500).
- ☐ **Low-VOC Materials:** Use low-odor materials for ramps.

F. Other Options

- ☐ **Locally Sourced Materials:** Sourcing materials within a 100-mile radius from the project site.
- ☐ **Educational Materials for Homeowners:** Distribute educational materials such as one-pagers, brochures, and other resources for any other Energy Savings Programs to homeowners. The local Owner-Occupied Rehabilitation Program must incorporate into its program policies a clear outline of when educational materials related to green infrastructure will be provided, who is responsible for delivering them, and what specific content will be included. These materials should equip homeowners with the knowledge needed to understand and implement sustainable practices as part of their rehabilitation efforts
 - **Indiana Housing and Community Development:** [Weatherization Program](#)
 - **Indiana Office of Energy Development:** [Indiana Energy Saver Program](#)
 - **Any other program available**

2. Provide a narrative detailing how their program will incorporate green retrofit measures from the checklist (e.g., roof repair, heating/cooling replacement).

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