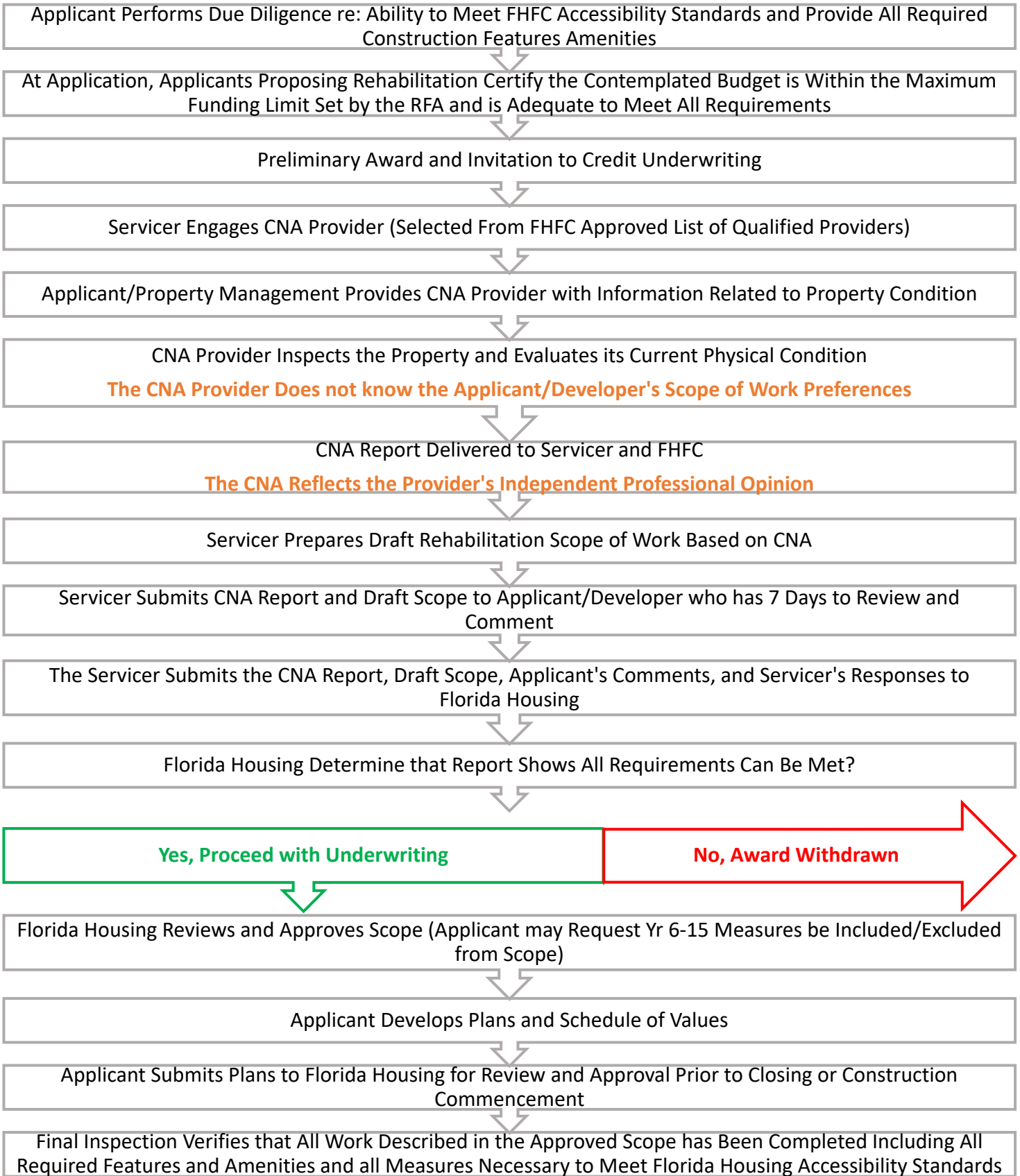


Proposed Capital Needs Assessment and Rehabilitation Scope of Work Process



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- During summer 2017, Florida Housing will Issue an RFQ to establish an approved list of qualified capital needs assessment (CNA) providers. Henceforth, Servicers may only engage approved providers (the solicitation will be reopened periodically to allow new professionals to qualify).
- Florida Housing will issue a Rehabilitation Guide for Existing Properties. The Guide will:
 - Establish minimum standards for all rehabilitations funded through Florida Housing;
 - Describe the standards for conducting a CNA (e.g. number of units to inspect, elements to inspect, protocol for interacting with the property owner);
 - Determine the appropriate standard for determining the remaining useful life of a building component;
 - Establish a method of prioritizing the measures which must be included in the rehabilitation scope of work; and
 - Prescribe a consistent format for all CNAs.
- All Florida Housing finance rehabilitations must:
 - Meet all Florida Housing accessibility standards (which may exceed the minimum required by law);
 - Cure all exigent needs (e.g. building code violations, threats to health and life safety, structural deficiencies);
 - Provide all features and amenities required or agreed to in the RFA; and
 - Include the replacement of all building components with 5 years or less of remaining useful life (unless otherwise established by Florida Housing).
- Beginning in 2017, all Applicants proposing Rehabilitation, or Acquisition and Rehabilitation must certify that they have performed appropriate due diligence to determine that **ALL** Florida Housing accessibility requirements, as well as any RFA specific requirements, can be met within the contemplated budget.
- Henceforth, it will be the Applicant's sole responsibility to determine that compliance with these application requirements is physically and financially feasible prior to submitting an application for finding.
- If the CNA Report shows that **ALL** requirements cannot be met, funding will be withdrawn.