



**HPRP Kansas City Project Hope  
Neighborhood and Community Services Department  
Human Services Division**



**Habitability Standards Inspection Checklist**

▪ ABOUT THIS TOOL ▪

The standards for housing unit inspections under HPRP are the housing habitability standards described in Appendix C of the Federal HPRP Notice [Docket No. FR-5307-N-01]. These standards apply only when a program participant is receiving financial assistance and moving into a new (different) unit. Inspections must be conducted upon initial occupancy and then on an annual basis for the term of HPRP assistance.

The habitability standards are different from the Housing Quality Standards (HQS) used for other HUD programs. Because the HQS criteria are more stringent than the habitability standards, a grantee could use either standard. In contrast to HQS inspections, the habitability standards do not require a certified inspector. As such, HPRP program staff could conduct the inspections, using a form such as this one to document compliance.

**Instructions:** Mark each statement as ‘A’ for approved or ‘D’ for deficient. The property must meet all standards in order to be approved. A copy of this checklist should be placed in the client file.

Approved or Deficient	Element
	1. <i>Structure and materials:</i> The structures must be structurally sound so as not to pose any threat to the health and safety of the occupants and so as to protect the residents from hazards.
	2. <i>Access:</i> The housing must be accessible and capable of being utilized without unauthorized use of other private properties. Structures must provide alternate means of egress in case of fire.
	3. <i>Space and security:</i> Each resident must be afforded adequate space and security for themselves and their belongings. Each resident must be provided with an acceptable place to sleep.
	4. <i>Interior air quality:</i> Every room or space must be provided with natural or mechanical ventilation. Structures must be free of pollutants in the air at levels that threaten the health of residents.
	5. <i>Water Supply:</i> The water supply must be free from contamination.



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Approved or Deficient	Element
	6. <i>Sanitary Facilities</i> : Residents must have access to sufficient sanitary facilities that are in proper operating condition, may be used in privacy, and are adequate for personal cleanliness and the disposal of human waste.
	7. <i>Thermal environment</i> : The housing must have adequate heating and/or cooling facilities in proper operating condition.
	8. <i>Illumination and electricity</i> : The housing must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of residents. Sufficient electrical sources must be provided to permit use of essential electrical appliances while assuring safety from fire.
	9. <i>Food preparation and refuse disposal</i> : All food preparation areas must contain suitable space and equipment to store, prepare, and serve food in a sanitary manner.
	10. <i>Sanitary condition</i> : The housing and any equipment must be maintained in sanitary condition.
	11. <i>Visual Lead Base Paint (Visual LBP)*</i> : All interior surfaces are either <u>free</u> of cracking, scaling, peeling, chipping, and loose paint or <u>adequately treated and covered</u> to prevent exposure of the occupants to lead based paint hazards.
	12. <i>Fire safety</i> : Both conditions below must be met to meet this standard. <ul style="list-style-type: none"> <li>a. Each unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors must be located, to the extent practicable, in a hallway adjacent to a bedroom. If the unit is occupied by hearing-impaired persons, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person.</li> <li>b. The public areas of all housing must be equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, day care centers, hallways, stairwells, and other common areas.</li> </ul>

(Source: U.S. Department of Housing and Urban Development, Docket No. FR-5307-N-01, Notice of Allocations, Application Procedures, and Requirements for Homelessness Prevention and Rapid Re-Housing Grantees under the Recovery Act)

\*Note: Family Environmental did NOT test painted surfaces for the presence of LBP either via XRF or confirmed by laboratory analysis. The action level for LBP is 1.0mg/cm<sup>2</sup>. This visual inspection is based on the assumption that all painted surfaces located within the interior of the unit is potentially LBP containing.



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**Note the following to assist in determining if unit can be approved or is deficient:**

- Building built/rehabbed before 1978?    Yes     No
- Children under 6 present                      Yes     No
- Pregnant woman present                      Yes     No

**▪ CERTIFICATION STATEMENT ▪**

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

- The property meets all of the above standards:    Yes     No
- Therefore, I made the following determination:
- The property is approved:    Yes     No

Agency and/or Participant Name: \_\_\_\_\_

Rental Unit Street Address: \_\_\_\_\_ Apartment #: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Evaluator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_