



## Section 14 Green Requirements

New Jersey Housing and Mortgage Finance Agency

## 2021 LIHTC Green Requirements and Documentation

These requirements can also be found at <https://www.njhousing.gov/dca/hmfa/developers/lihtc/faqs/>

### FOR MORE INFORMATION & TO APPLY:

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### **Green Guide**

- Page 2/3 **Required:** All tax credit projects (4% and 9%) to be **Energy Star Certified** and how to achieve, per project type.
- Page 4 NJ Office of Clean Energy proposed program changes
- Page 5 Multifamily Decision tree and links
- Page 6/7 Alternative paths for Rehab
- Page 8 Energy Star **Letter of Intent**
- Pages 9-14 **Required:** all tax credit projects (4% & 9%) to do **Energy Benchmarking**.
- Page 10 Energy Benchmarking **Letter of Intent**

#### **9% Green point options:**

- Page 15 3 and 4-Point Green Options Fact Sheet
- Pages 16-18 Required Documents for Each Option Page
- Page 19 **2021** 9% Green Point **LETTER OF INTENT**

REQUIRED: FOR BOTH 4% & 9% TAX CREDIT PROJECTS – ENERGY STAR CERTIFICATION

**FOR NEW CONSTRUCTION AND GUT REHAB:**

Energy Star Multifamily New Construction Program, version 1.1 (See Page 5 decision tree)

*Choose either ERI, ASHRAE, or Prescriptive Paths*

Required Documents:

- **At Application:**
  - Signed Letter of Intent provided by NJHMFA (See Page 8)
  - **Signed Letter of Intent – Benchmarking mandated for 4% & 9% Tax Credit Projects**
  - Signed copy of contract between the applicant and an Energy Consultant (Home Energy Rating System or HERs rater).
  - Signed Energy Star Partnership Agreement
  
- **Prior to Construction** (at Commitment for Agency Construction-financed projects):
  - Submit Multifamily Workbook and all Design Review documents required per chosen Path.
  - Architect certification regarding all energy efficiency measures have been incorporated into the drawings and specifications.
  
- **Post Construction** (for 8609 package):
  - Energy Star MF New Construction Certificates, showing HERS rating of each unit, issued by NJ Clean Energy Program (NJCEP) participating HERS rater or issued by the EPA.
  - Completed Multifamily Workbook
  
- **Benchmarking Initiative: Complete the following steps to create a property and approval into Energy Star Portfolio Manager:**
  - All following steps will be reviewed and approved prior to the release of the Post Construction Authorization Letter
  - Create Property Account - Name file as per NJHMFA Letter of Intent - Energy Star
  - Create 1 property building entry, not individual buildings
  - Create individual unit entries based on New Construction=50% and Rehab=30% minimum of total # of units
  - Create individual unit utility meter entry(s) for electric and/or gas (Example minimum 40 units with electric & gas = 80 meter entries)
  - Send invite to NJHMFA c/o Pamela DeLosSantos (njhmfa1) to share property and review created PM property portfolio.
  - If all PM Property input data is approved, NJHMFA Post Construction Authorization Letter will be released

FOR MODERATE AND SUBSTANTIAL REHAB PROJECTS THAT DO NOT QUALIFY FOR ENERGY STAR OR MFHR:

Low Rise Construction:

Home Performance with Energy Star, if applicable. Please note: HPwES requires attic air sealing and a major insulation upgrade. **OR**

ASHRAE Level 2 Energy Audit w/targeted 15% Savings

**Energy Star  
Alternative Paths**

*Follow the decision  
trees for guidance.*

*Your Energy  
Consultant will help  
guide you.*

High Rise Construction:

Pay for Performance (if applicable) **OR**

ASHRAE Level 2 Energy Audit w/targeted  
15% Savings

Required Documents: See **Page 6**



### Program areas to be served by the Utilities:

- Existing Buildings (residential, commercial, industrial, government)
- Efficient Products
  - HVAC
  - Appliance Rebates
  - Appliance Recycling

**Proposed New Programs & Features:**  
 Dedicated multi-family program  
 More financing options  
 Quick home energy check-ups



### Program areas staying with NJCEP:

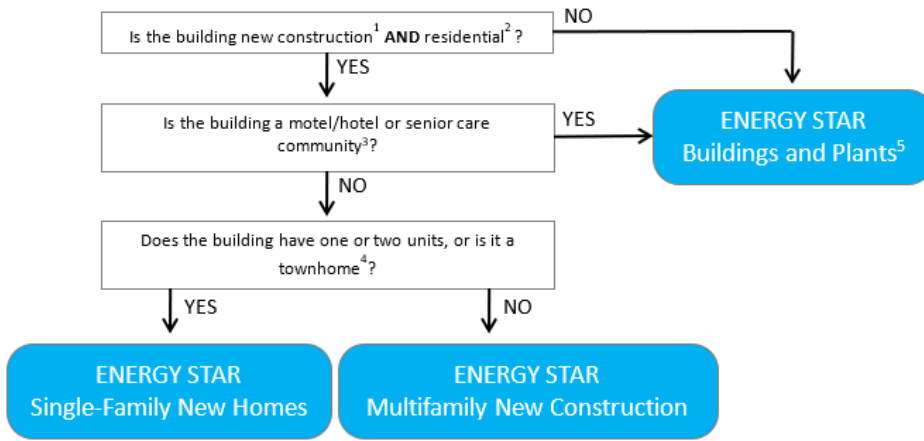
- New Construction (residential, commercial, industrial, government)
- Large Energy Users
- Combined Heat & Power & Fuel Cells
- State Facilities
- Local Government Energy Audits
- Energy Savings Improvement Program
- Solar & Community Solar

Please note that several programs at the Office of Clean Energy are being transitioned to the individual utility companies. Contact your energy consultant for more information.

## For buildings with permits July 1, 2021 or later:

Follow the decision tree below or this [flowchart](#) (PDF, 147 KB) to determine which program your multifamily building can use to earn the ENERGY STAR.

### EPA ENERGY STAR Multifamily New Construction Program Decision Tree



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#### NOTES:

<sup>1</sup> New construction can include significant gut rehabilitations if the building is able to meet all the program requirements.

<sup>2</sup> The primary use of the building must be for a residential purpose. In a mixed-use building, the dwelling units and common space combined must exceed 50% of the building's square footage. Parking garage square footage is excluded from this calculation. Common space includes any spaces in the building that serve a function in support of the residential part of the building, that is not part of a dwelling or sleeping unit. This includes spaces used by residents, such as corridors, stairs, lobbies, laundry rooms, exercise rooms, residential recreation rooms, and dining halls, as well as offices and other spaces used by building management, administration or maintenance in support of the residents.

<sup>3</sup> Assisted living and skilled nursing facilities that meet the definition of [Senior Care Communities](#) are not eligible for the MFNC program.

<sup>4</sup> Townhomes may choose to use the Multifamily New Construction Checklists as well, but they must use the ERI Path and Single-Family New Homes Reference Design. A townhome is defined as a single-family dwelling unit constructed in a group of three or more attached units in which each unit extends from the foundation to roof and with open space on at least two sides.

<sup>5</sup> As of September 16, 2014, multifamily buildings, with at least 1 year of actual, whole building energy use data are eligible to earn the ENERGY STAR using EPA's Portfolio Manager. Portfolio Manager compares a multifamily building's measured performance against a database of similar buildings to generate a 1-100 score. Buildings that score 75 or above earn the ENERGY STAR. For more information on how multifamily buildings can earn the ENERGY STAR with Portfolio Manager please visit [the eligibility criteria for the 1-100 ENERGY STAR score page](#).

New construction commercial facilities such as motels/hotels and senior care communities do not qualify under the Multifamily New Construction program, however, they may be eligible to earn the ENERGY STAR through the EPA's commercial and industrial programs. To learn more about how these and other existing commercial buildings can earn ENERGY STAR certification, please visit the [Buildings and Plants](#) page. To learn more about the new construction program for commercial buildings visit [www.energystar.gov/DesignToEarn](http://www.energystar.gov/DesignToEarn).

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## For buildings with permits prior to July 1, 2021:

Multifamily buildings with permit dates or permit application dates on or before June 30, 2021 may participate in any of the following programs, as long as the building meets the Eligibility Requirements defined within that program: the [ENERGY STAR Certified Homes program](#), the [ENERGY STAR Multifamily High Rise program](#), or the [ENERGY STAR Multifamily New Construction program](#).

Follow either Decision Tree to determine building eligibility:

- MFNC vs Certified Homes (Above); OR
- [MFHR vs Certified Homes Decision Tree](#)

# **Energy Star Alternative Compliance Paths for Rehab Projects**

*Choose the one that best fits your project*

## **Path 1: ASHRAE Level 2 Energy Audit w/targeted 15% energy savings**

**(see page 7 for measures to evaluate)**

### **Application**

- NJHMFA signed Letter of Intent and Benchmarking Letter of Intent

### **Prior to Construction**

- ASHRAE Level 2 Energy Audit per Standard 22P – recommended Energy Conservation Measures, upgrade items, energy modeling savings, and cost/payback calculations.

### **Post Construction**

- Energy consultant's final verified Energy Conservation Measures report, including list of completed/verified ECMs with description and quantity of each, and photo documentation of each measure.
- 

## **Path 2: Home Performance with Energy Star (NJ HPwES)**

### **Application**

- NJHMFA signed Letter of Intent & Benchmarking Letter of Intent
- Signed agreement/contract with BPI (Building Performance Institute) Goldstar NJ Clean Energy Program participating contractor.

### **Prior to Construction**

- Copy of email from NJCEP Program Manager approving energy modeling, indicating project Total Energy Savings (TES) and incentive level. This email is issued by the NJCEP Program Manager after reviewing the proposed measures and same energy modeling.
- NJ HPwES Work Scope Approval Letter. This letter is issued by the NJCEP Program Manager for each building within the project as submitted. This letter commits the incentive funding for the project and expires in 120 days.

### **Post Construction**

- Certificate of Completion signed by owner and contractor
- NJ HPwES Work Scope Completion Letter issued by NJCEP Program Manager for each building within the projects as completed and submitted.

## **Path 3: Pay for Performance (P4P) Existing Buildings**

### **Application**

- NJHMFA signed Letter of Intent & Benchmarking Letter of Intent
- Signed Agreement with P4P Program Partner

### **Prior to Construction**

- Copy of P4P Initial Application Approval Letter and Notice to Proceed from NJCEP Program Manager
- Copy of Approved Energy Reduction Plan

### **Post Construction**

- Copy of Substantial Completion Report
- Copy of Approval of Second Incentive

## ASHRAE Level 2: Measures that Must Be Evaluated:

All items relevant to the project must be evaluated and noted. This list will assure a basic level of analysis to every project. All items must be approved by HMFA and the Energy Consultant.

Measures That Must Be Evaluated	
<b>Envelope</b>	Air Sealing (including weather stripping)
	Insulation - Roof Deck or Attic
<b>HVAC</b>	Windows - High Efficiency Windows and/or Storm Windows (when single-pane windows are present)
	Electric to Gas Conversion - Heating System
	Electric to Gas Conversion - DHW System
	Boiler - Replace Steam with Hydronic
	Boiler - Install High Efficiency Boilers (ENERGY STAR where available)
	Boiler - Separate DHW Direct-fired Boiler (condensing if gas)
	Furnace - Install High Efficiency (ENERGY STAR where available)
	Controls - Outdoor Reset Controls for Boilers
<b>Lighting</b>	Controls - Roof Fan Timers (new timers only; per code requirements)
	Controls - Thermostatic Radiator Valves
	Distribution - Insulate All Hot Surfaces (condensate tank, steam & HW piping)
	Common Area - LED Exit Signs
	Common Area - ENERGY STAR CFL Hardwired or Linear Fluorescent Fixtures (including fixtures operating for 24 hours/day)
	Common Area - Bi-level Lighting
	Common Area - Occupancy Sensors for Select Areas (i.e., laundry room)
Common Area Lighting - Exterior Lighting, incl. controls	
<b>Appliances</b>	Electric to Gas Conversion - Dryers
	ENERGY STAR Clothes Washers (commercial)
	ENERGY STAR Refrigerators (common area)
<b>In-Unit</b>	ENERGY STAR Refrigerators
	ENERGY STAR Dishwashers
	ENERGY STAR CFL Hardwired or Linear Fluorescent Fixtures
	ENERGY STAR Room and Thru-the-Wall Air Conditioners
<b>Other</b>	Motors - Install High Efficiency Motors (if over 1 HP and run for more than 4 hours/day)
	Motors - Variable Speed Drives (on variable flow motors over 1 HP and run more than 4 hours/day)
	DHW - Low-flow Showerheads and Sink Aerators



# New Jersey Housing and Mortgage Finance Agency

## 2021 NJHMFA Energy Star LETTER OF INTENT

By signing this document, I certify the following (“we” refers to the applicant organization):

1. We understand that ENERGY STAR certification or a n NJHMFA approved alternative, is a prerequisite to participation in the Low-Income Housing Tax Credit program. We agree to complete the applicable NJ Clean Energy Program path and will comply with the submission requirements listed in the NJHMFA QAP Green requirements document.
2. We understand that no projects are exempt from this requirement and have reviewed the alternative programs paths (if needed) for compliance - as indicated in the NJHMFA QAP Green requirements document.
3. If requested we will allow NJHMFA Technical Services staff, or designee, access to the project site pre, during and post construction for the purpose, of but not limited to, confirming Clean Energy Program compliance.
4. WHEN LIHTC IS AWARDED, CONTACT Pam DeLosSantos or John Ternes FOR THE NEXT COMPLIANCE STEPS.
5. I am an authorized representative of the organization.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of signer: \_\_\_\_\_

Title: \_\_\_\_\_

Project Name: \_\_\_\_\_

Parent Organization (not LLC): \_\_\_\_\_

CHECK the intended NJHMFA ENERGY STAR Program or Alternative:

### **New Construction:**

NJ Energy Star Homes V.3.1

Energy Star Multifamily High Rise

PAY FOR PERFORMANCE  
New Construction

Energy Star Multifamily New  
Construction Program V1.1

### **Rehab:**

Home Performance with  
Energy Star

PAY FOR PERFORMANCE  
Existing Construction

ASHRAE Level 2 Energy Audit





New Jersey Housing and Mortgage Finance Agency

## Energy Benchmarking Initiative

Requirements and Documentation

### IMPORTANT NOTES:

- The application shall include a copy of the completed, signed and submitted letter of intent from the developer to NJHMFA.
- Prior to issuance of the 8609, developer/owner will submit a signed energy benchmarking utility release form for all common area meters (gas, oil, and electric, etc.), provision of certain project data (square footage per building, mechanical systems installed, etc.) and signed energy benchmarking utility release forms for a minimum of 50% of tenants rented up at time of 8609 issuance for new construction, and a minimum of 30% of tenants, representing each unit type, for renovation projects.
- Applicant will also be required to include the tenant utility release form as a part of the lease agreement. For the next three years for new construction projects, the applicant will ensure that at least 50% of tenants have viable utility release forms and will collect the utility data from the applicable utility company on a semi-annual basis. For renovation projects, tenant utility data will be collected 1 year prior to commencement of work, and 2 years post-construction for a minimum of 30% of each unit type.
- NJHMFA does not provide additional, set-aside funding for Green Items covered by this program.

### SUBMIT ALL REQUIRED DOCUMENTATION AFTER A TAX CREDIT ALLOCATION TO:

*Please send all required documents to:*

John Ternes, NJ Housing and Mortgage Finance Agency [jternes@njhmfa.gov](mailto:jternes@njhmfa.gov)  
Phone: 609.278.7696

For U.S. Post Office:

P.O. Box 18550  
Trenton, NJ 08650-2085

For Fed Ex, UPS, Visitors, etc.:

637 S. Clinton Ave.  
Trenton, NJ 08611

### WHAT TO SUBMIT WITH TAX CREDIT APPLICATION: Attach hard copies of the following with application.

Letter of Intent

#### At Post Construction:

Energy Benchmarking building utility release form

Energy Benchmarking tenant utility release form

Energy Benchmarking Survey Form

**LETTER OF INTENT – ENERGY BENCHMARKING INITIATIVE**

Please email a signed copy of this page to NJHFMA Technical Services, and include in Tax Credit Application.

By signing this document, I certify the following (“we” refers to the applicant organization):

1. We have received and reviewed the Program’s materials, consisting of the ‘LIHTC Green Point Requirements 2021’ and ‘Energy Benchmarking Technical Manual’, which includes the letter of intent, building utility release form and survey, and tenant utility release form.
2. We understand that a meeting with NJHMFA’s Technical Services Division is required within three (3) months of the Tax Credit Award Date.
3. We understand that prior to issuance of the 8609 we will submit a signed energy benchmarking utility release form for all common area meters (gas, oil, and electric, etc.), provision of certain project data (square footage per building, mechanical systems installed, etc.) and signed energy benchmarking utility release forms for a minimum of 50% of tenants rented up for new construction, or a minimum of 30% of each unit type for renovation projects, at time of 8609 issuance.
4. We understand for the next three years after new construction, we will ensure that at least 50% of tenants have viable utility release forms; or for renovation projects, for 1 year prior and 2 years after the work is completed, we will ensure that for at least 30% of each unit type, we will collect the utility data from the applicable utility company on a semi-annual basis.
5. We understand that Clean Energy Program compliance is a prerequisite to participation in the LIHTC Green Point program. I will comply with ENERGY STAR, or other applicable requirements, as indicated in the LIHTC QAP section (c) 8 and 2021 ENERGY STAR letter of intent.
6. If requested we will allow NJHMFA staff access to the project site pre, during and post construction for the purpose of but not limited to: project monitoring, performance testing, interviews, surveys and photographs.
7. I am an authorized representative of the organization.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of signer: \_\_\_\_\_

Title: \_\_\_\_\_

Project Name: \_\_\_\_\_

Parent Organization (*not LLC*): \_\_\_\_\_

**BUILDING OWNER UTILITY RELEASE FORM**

***Authorization for NJHMFA to Receive Customer Utility Data***

Date: \_\_\_\_\_

To Whom It May Concern:

By signing this release form, the property owner (Owner) grants the New Jersey Housing and Mortgage Finance Agency (NJHMFA) and its designee, a consultant for this initiative, permission to access utility data information for the past one (1) year of (if applicable) and for the following three (3) years from this date for the development/building referenced below. The utility data includes energy consumption, energy demand, energy cost, as well as associated fees and taxes for each billing period. This information will be used to track energy efficiency and consumption of the building indicated below for the express purpose of measuring the success of past energy upgrades, comparing building performance to similar building types and determining need for future energy efficiency improvements.

I am an authorized representative for the development and building listed below and account(s) listed on the following page(s), totaling \_\_\_\_\_ pages, and represent and warrant that I have full authority to execute this release form on behalf of the Owner. Owner understands that the information obtained as part of this initiative may be released by the NJHMFA to other participating developments upon request for comparison purposes. Comparison reports compiled by the NJHMFA for this program and provided to other developments will not include this development’s name or address. Owner understands and acknowledges that such information may be subject to release under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., or other applicable law. Owner understands that each applicable utility provider (Utility) reserves the right to verify this authorization request.

Owner authorizes the Utility to release the requested information on Owner’s account or facilities to the NJHMFA or its designee. Owner hereby releases, holds harmless, and indemnifies the NJHMFA and the Utility from any liability, claims, demands, causes of action, damages, or expenses as a result of, but not limited to: 1) any release of information to NJHMFA or its designee pursuant to this Utility Release; or 2) the unauthorized use of this information by NJHMFA or its designee.

Sincerely,

Authorized Representative (signature) \_\_\_\_\_

***Please print clearly.***

Authorized Representative Name: \_\_\_\_\_

Development Name: \_\_\_\_\_

Building Service Address: \_\_\_\_\_

Development Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**ENERGY BENCHMARKING SURVEY FORM**

Please complete one Building Data Form for each building in a development.

**BUILDING DATA**

NJHMFA Development Name: \_\_\_\_\_ NJHMFA #: \_\_\_\_\_

Address: \_\_\_\_\_ Year Built: \_\_\_\_\_

Building type (Senior, Family, Mixed): \_\_\_\_\_

Electricity Metering (check one):  Individually-Metered /  Master-Metered Gas

Metering (check one):  Individually-Metered /  Master-Metered Primary hot

water fuel type: \_\_\_\_\_

Percent of floor area that is cooled in 10% increments (10%, 20%, 30%, etc.): \_\_\_\_\_

Percent of floor area that is heated in 10% increments (10%, 20%, 30%, etc.): \_\_\_\_\_

Total Sq. Ft.: \_\_\_\_\_ Common Area Sq. Ft.: \_\_\_\_\_ # of Buildings: \_\_\_\_\_

# of Elevators: \_\_\_\_\_ # of Floors in each building: \_\_\_\_\_ # of units: \_\_\_\_\_

# of Bedrooms: 1: \_\_\_\_\_ 2: \_\_\_\_\_ 3: \_\_\_\_\_ 4: \_\_\_\_\_

**Past Energy-Efficiency Work Completed (select all that apply and implementation year- write N/A if not applicable):**

<b><u>Energy-Efficiency Improvement</u></b>	<b><u>Year implemented</u></b>
<input type="checkbox"/> ENERGY STAR Homes Certification	
<input type="checkbox"/> Multifamily High Rise	
<input type="checkbox"/> Pay for Performance	
<input type="checkbox"/> Home Performance with Energy Star	
<input type="checkbox"/> LEED	
<input type="checkbox"/> Enterprise Green Communities	
<input type="checkbox"/> Windows	
<input type="checkbox"/> Lighting	
<input type="checkbox"/> Other (please describe)	

Please include all types of energy used. Complete additional forms as needed when utility information differs by building.

**METER INFORMATION**

Electric Utility Name: \_\_\_\_\_

Account Number(s): \_\_\_\_\_

Natural Gas Utility Name: \_\_\_\_\_

Account Number(s): \_\_\_\_\_

Fuel Oil Utility Name: \_\_\_\_\_

Account Number(s): \_\_\_\_\_

Other Meters-not including water or sewer (e.g. Renewable Energy, Propane, and Cogeneration): \_\_\_\_\_

Utility Name & Account Number(s): \_\_\_\_\_

## **BUILDING SYSTEM CHARACTERISTICS:**

**Please check all that apply:**

### **Heating System Type:**

- Furnace
- High Efficiency Condensing Furnace
- High Efficiency Condensing Burner
- Hot Water Boiler
- Steam Boiler
- Heat Pump
- High Efficiency Variable Heat Pump
- Ground Source Heat Pump
- Packaged Terminal Air Conditioner (PTAC) Unit
- Cogeneration (CHP)
- Special Description:

### **Cooling System Type:**

- Chiller
- Wall Unit (in each Apt.)
- Cooling Tower
- Window Unit (in each Apt.)
- Compressor (mini-split)
- Compressor (ducted)
- Ground Source Heat Pump
- Packaged Terminal Air Conditioner (PTAC) Unit
- Special Description:

### **Building type:**

- Wood or steel frame
- Solid Concrete
- Masonry
- Modular
- Structurally insulated panels (SIPS)
- Other type:

### **Unit Appliances:**

- Clothes Dryer Type:**
  - Electric: \_\_\_
  - Gas: \_\_\_
- Stove Type:**
  - Electric: \_\_\_
  - Gas: \_\_\_
- Hot Water Heater:**
  - Electric: \_\_\_
  - Gas: \_\_\_

**TENANT UTILITY RELEASE FORM**

**Authorization for NJHMFA to Receive Customer Utility Data**

Date: \_\_\_\_\_

To Whom It May Concern:

By signing this release form, the tenant (Tenant) grants the New Jersey Housing and Mortgage Finance Agency

(NJHMFA) and its designee (a consultant for this initiative) permission to access utility data information for the past two (2) years of (if applicable) and for the following three (3) years from this date for the unit referenced below. Utility data includes energy consumption, energy demand, energy cost as well as associated fees and taxes for each billing period. This information will be used to track energy efficiency and consumption of the building indicated below for the express purpose of measuring the success of past energy upgrades, comparing building performance to similar building types and determining need for future energy efficiency improvements.

I am an authorized representative for the unit and account(s) listed below and represent and warrant that I have authority to execute this release. Tenant understands that the information obtained as part of this initiative may be released by the NJHMFA to other participating developments upon request for comparison purposes. Comparison reports compiled by the NJHMFA for this program and provided to other developments will not include tenant’s information or this development’s name or address. Tenant understands and acknowledges that such information may be subject to release under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., or other applicable law. Tenant understands that each applicable utility provider reserves the right to verify this authorization request.

Tenant authorizes the Utility to release the requested information on Tenant’s account to the NJHMFA or its designee. Tenant hereby releases, holds harmless, and indemnifies the NJHMFA and Utility from any liability, claims, demands, causes of action, damages, or expenses as a result of, but not limited to: 1) any release of information to NJHMFA or its designee pursuant to this Utility Release; or 2) the unauthorized use of this information by NJHMFA or its designee. Tenant understands that he/she may cancel this authorization at any time by submitting a written request to both the Utility and NJHMFA.

Sincerely,

Authorized Representative (Tenant signature) \_\_\_\_\_

***Please print clearly.***

Representative name: \_\_\_\_\_

Development Name: \_\_\_\_\_

Building Address: \_\_\_\_\_

Unit Number: \_\_\_\_\_ Number of Bedrooms in Unit: \_\_\_\_\_

***Please list utility provider(s) and account number(s):***

ELECTRIC UTILITY: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_

GAS UTILITY: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_

## 9% Tax Credit Point Options

### 4 Point options

#### **Participation in one of the following programs\*:**

- 1.) Enterprise Green Communities Mandatory
  - a. 2020 EGC Criteria
  - b. 40 points for New Construction (9% Tax Credit), 35 points for Substantial Rehab (consult with Technical Services Green Technical Advisor).
  - c. If pursuing actual certification, see EGC's definition of affordable housing projects. Projects must serve residents at or below 60% AMI.
- 2.) LEED Version 4.0 Silver or higher (Homes, Multifamily Midrise or New Construction)
- 3.) ICC/ASHRAE 700 - NGBS 2015 (National Green Building Standard) 2015 Version  
Silver or higher
  - a. Silver = 334 points minimum
- 4.) New Jersey Zero Energy Ready Home (Tier 3)
  - a. Aligns with DOE Zero Energy Ready Home specs
  - b. HERS Score 50 and below.
- 5.) Living Building Challenge
  - a. At least 3 of the 7 petals
- 6.) Passive House
  - a. PHIUS or PHI. If doing PHI, consult with the Technical Services Green Technical Advisor.

*\*Certification is not required but all mandatory requirements of each program must be followed and documented to NJHMFA.*

### 3 Point options

#### **Participation in one of the following programs\*:**

- 1.) Enterprise Green Communities Mandatory criteria
- 2.) LEED v4.0 Certified
  - a. 3.) ICC/ASHRAE 700 - NGBS 2015 (National Green Building Standard)  
Bronze or higher
    - a. Bronze = 231 points **minimum criteria**

*\*Certification is not required but all mandatory requirements of each program must be followed and documented to NJHMFA.*

# Required Documents for Each Program

## Enterprise Green Communities (EGC)

### At Application

- NJHMFA Letter of Intent
- Signed contract with an EGC-approved consultant/HERs Rater.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Completed EGC pre-build checklist along with all Supplemental Documents.
- Evidence in drawings and specifications that all mandatory and optional criteria have been incorporated.

### Post Construction, 8609 package

- Post-build checklist and binder documenting each completed criteria, verified by EGC consultant.

For more information, visit <http://www.enterprisecommunity.org/solutions-and-innovation/green-communities/criteria>

## LEED Rating System

### At Application

- NJHMFA Letter of Intent
- Signed contract with a credentialed LEED consultant/HERS rater.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Finalized LEED checklist showing projects' Preliminary rating level.
- Verification by LEED Consultant and developer that all LEED checklist items have been incorporated into the plans and specifications.

### Post Construction, 8609 package

- Completed LEED checklist with final rating level
- LEED Workbook documenting the fulfillment of all LEED credits and prerequisites.
- Letter and documentation from LEED consultant (New Construction) or Green Rater (Homes or Midrise) stating project met all the parameters of the program.

For more information, visit <http://www.usgbc.org/LEED/>

## NGBS Rating System

### At Application

- NJHMFA Letter of Intent
- Signed contract with an accredited NGBS Green verifier/HERS rater.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Finalized NGBS scoring spreadsheet showing projects' rating level and all claimed points.
- Verification by NGBS Green verifier and developer that all NGBS criteria have been incorporated into the plans and specifications.

### Post Construction, 8609 package

- Final Verification Report/Construction Scoring Spreadsheet, with no red/warning cells.



- Verification Workbook documenting the fulfillment of all NGBS points and mandatory items, signed by NGBS Green Verifier and Builder.

For more info, visit

[http://www.homeinnovation.com/services/certification/green\\_homes/multifamily\\_certification](http://www.homeinnovation.com/services/certification/green_homes/multifamily_certification)

## Zero Energy Ready Homes

### At Application

- NJHMFA Letter of Intent
- Signed contract with a ZERH-approved consultant/HERs Rater.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Completed copy of RNC Site Registration form and email confirmation.
- Energy Star Summary Report
- Evidence in drawings and specifications that all NJCEP-ZERH, EPA, and RESNET requirements have been incorporated.

### Post Construction, 8609 package

- All applicable Energy Star or NJCEP completed checklists.
- Energy Star Summary Report

For more information, visit <https://energy.gov/eere/buildings/zero-energy-ready-home>

And <http://njcleanenergy.com/residential/programs/nj-energy-star-homes/builder-information/participation-documents/participation->

## Living Building Challenge 3.1

### At Application

- NJHMFA Letter of Intent
- Signed contract with a LBC-approved consultant/HERs Rater.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Copy of Preliminary Audit showing all selected Petals and imperatives.
- Evidence in drawings and specifications that all selected Petals/imperatives have been incorporated.

### Post Construction, 8609 package

- Copy of Post-Construction Preliminary Audit with all documentation for Mandatory Petals and project Typology Imperatives.

For more information, visit <https://living-future.org/lbc/>

## Passive House (PHIUS+ 2015 Passive Building Standard) Version 2.0

### At Application

- NJHMFA Letter of Intent
- Signed contract with a PHIUS or PHI-certified Rater/Verifier.

### Prior to Construction (or at Commitment for Agency Construction-financed projects)

- Copy of design and primary project energy modeling by the PHIUS Certified Passive House Consultant (CPHC).

- Evidence in drawings and specifications that all design and equipment will meet PHIUS standards, as approved by the CPHC.

Post Construction, 8609 package

- Copy of Post-Construction final testing, verification and energy performance metrics from the PHIUS+ Certified Rater/Multifamily Verifier.
- PHIUS+ Onsite Quality Control Workbook for Multifamily Projects and supporting documentation/checklists.

For more information, visit <http://www.phius.org/home-page>



# New Jersey Housing and Mortgage Finance Agency

## 2021 NJHMFA 9% Green Point Options LETTER OF INTENT

By signing this document, I certify the following (“we” refers to the applicant organization):

- 1.) We understand that ENERGY STAR certification or NJHMFA approved alternative, is a prerequisite to participation in the Low-Income Housing Tax Credit program. We agree to complete the applicable NJ Clean Energy Program path and will comply with the submission requirements listed in the NJHMFA QAP Green requirements document.
- 2.) We have received and reviewed the 2021 LIHTC Green Requirements and Documentation, which includes a list of requirements for each 9% option, forms and related informational material.
- 3.) We will submit the requested documentation for our selected option, as outlined in the 2021 LIHTC Green Requirements document.

WHEN LIHTC IS AWARDED, CONTACT Pam DeLosSantos or John Ternes at NJHMFA, FOR THE NEXT COMPLIANCE STEPS.

I am an authorized representative of the organization.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of signer: \_\_\_\_\_

Title: \_\_\_\_\_

Project Name: \_\_\_\_\_

Parent Organization (not LLC): \_\_\_\_\_

CHECK intended NJHMFA 9% Green Point Option (check only one):

**4 Point Options:**

\_\_\_\_\_ EGC + 40 pts

\_\_\_\_\_ LEED v4 Silver or Higher

\_\_\_\_\_ ICC/ASHRAE 700 - NGBS 2015 (Silver or higher)

\_\_\_\_\_ NJ ZERH Tier 3

\_\_\_\_\_ Passive House V2.0

\_\_\_\_\_ LBC 3.1

**3 Point Options:**

\_\_\_\_\_ EGC Mandatory Criteria

\_\_\_\_\_ LEED v4 Certified

\_\_\_\_\_ ICC/ASHRAE 700 - NGBS 2015  
Minimum Bronze or Higher