

HOME ACCESSIBILITY AND REPAIR PROGRAM (HARP)

PROPERTY INSPECTION FORM

WARM, SAFE & DRY STANDARDS

Agency (CAA): _____ CAA Address: _____ (Street, City State, Zip) Applicant Name: _____ Property Address: _____ (Street, City State, Zip)	CAA Technician Name: _____ CAA Technician Phone: _____ CAA Technician Email: _____ Co-Applicant Name: _____ Inspection Date: _____
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Part 1 – Building Exterior

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
1.1	Condition of Foundation Foundation sound and free from hazards				
1.2	Stairs, Railings, and Porches Meet building code and is free from hazards				
1.3	Roof, Vent pipes, and Gutters Roof in good condition, Gutters have downspouts and directed away from foundation. Vent pipes higher than average snowfall in area				
1.4	Exterior Covering (Siding) Exterior covering in good condition				
1.5	Chimney In good condition and has a Cap				
1.6	Manufactured Homes : Tie Downs Is the Unit properly placed and tied down?				
1.7	Electrical Service Entrance In good condition and free of hazards				
1.8	Outlets and Lights Outlets are GFCI with exterior cover Lights have cover and in good condition				
1.9	Entrance Door In good condition, no air leaks and able to secure				
1.10	Patio or Sliding Door In good condition, no air leaks and able to secure				
1.11	Ventilation Adequate Ventilation in Soffit, Gable End and Ridge Cap				
1.12	Grading Around Structure Is the grading around the home directing water away from structure?				
1.13	Lead Paint Hazards (Pre 1978 Homes) All paint surface free of deteriorated paint				

Part 2 – Kitchen

Item	Task	Pass	Fail	N/A	Description of Repairs/Comments
2.1	Kitchen Area Present Is there a kitchen?				
2.2	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
2.3	Electrical Hazards The kitchen is free of electrical hazards				
2.4	Security All windows and doors accessible from outside are lockable				
2.5	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
2.6	Ceiling Condition Ceiling is sound and free of hazardous defects				
2.7	Wall & Baseboard Condition Walls in good condition, no holes				
2.8	Floor Condition The floor is sound, level, no trip hazards				
2.9	Stove or Range with Oven Stove and all top burners operating				
2.10	Refrigerator In good condition and keeping temperature of 40 degrees Fahrenheit or below				
2.11	Sink There is a kitchen sink that works with hot and cold running water				
2.12	Space for Food Storage There is a space to store food				
2.13	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 3 – Living Room

Item	Section/Item	Pass	Fail	N/A	Description of Repairs/Comments
3.1	Living Room Present Is there a living room?				
3.2	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
3.3	Electrical Hazards The living room is free of electrical hazards				
3.4	Security All windows and doors that are accessible from outside lockable				
3.5	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
3.6	Ceiling Condition Ceiling is sound and free of hazardous defects				
3.7	Wall & Baseboard Condition Walls in good condition no holes				
3.8	Floor Condition The floor sound and no trip hazards				
3.9	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 4 – Bathroom

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
4.1	Bathroom Present Is there a bathroom?				
4.2	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
4.3	Electrical Hazards The bathroom is free of electrical hazards				
4.4	Security All windows and doors that are accessible from outside are lockable				
4.5	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
4.6	Ceiling Condition The ceiling is sound and free of hazardous defects				
4.7	Wall & Baseboard Condition Walls are in good condition with no holes				
4.8	Floor Condition The floor is sound and no trip hazards				
4.9	Ventilation There operable windows or a working vent system				
4.10	Flush Toilet There is a working toilet in the home				
4.11	Vanity with Sink There is a working sink with hot and cold running water				
4.12	Tub or Shower There is a working tub or shower with hot and cold running water				
4.13	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 5 – Bedroom

For additional rooms please print extra copies.

Indicate if the room is located to the right, left or center of the home: **Right** **Left** **Center**
Indicate if the room is located to the back, front or center of the home: **Back** **Front** **Center**
Indicate the floor level on which the room is located: _____

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
5.1	Bedroom Present Is there a bedroom?				
5.2	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
5.3	Electrical Hazards The Bedroom free of electrical hazards				
5.4	Security All windows and doors that are accessible from outside are lockable				
5.5	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
5.6	Ceiling Condition The ceiling is sound and free of hazardous defects				
5.7	Wall & Baseboard Condition Walls are in good condition no holes				
5.8	Floor Condition The floor is sound with no trip hazards				
5.9	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 6 – Hallway, Stairs or Common Areas

For additional areas please print extra copies.

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
6.1	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
6.2	Electrical Hazards The area free of electrical hazards				
6.3	Security All windows and doors that are accessible from outside are lockable				
6.4	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
6.5	Ceiling Condition Ceiling is sound and free of hazardous defects				
6.6	Wall & Baseboard Condition Walls are in good condition with no holes				
6.7	Floor Condition The floor is sound with no trip hazards				
6.8	Interior Stairs Stair treads in good condition with handrails				
6.9	Smoke Detectors There is a working smoke detector on each floor, by all bedrooms, including the basement				
6.10	CO2 Detectors There is a working CO2 detector on each floor, by all bedrooms, including the basement				
6.11	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 7 – Basement or Mechanical Room

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
7.1	Electricity There is at least one working outlet with no cracks and one working permanently installed light fixture with switch				
7.2	Electrical Hazards The area is free of electrical hazards				
7.3	Electrical Panel All breakers are labeled				
7.4	Security All windows and doors that are accessible from outside are lockable				
7.5	Window Condition All windows free of signs of deterioration or missing or broken out panes. Properly installed and sealed				
7.6	Ceiling Condition The ceiling is sound and free of hazardous defects				
7.7	Wall and Baseboard Condition Walls are in good condition with no holes				
7.8	Floor Condition The floor is sound with no trip hazards				
7.9	Weatherization for Basement The box sill is insulated, dry and support post in good condition				
7.10	Lead – Based Paint (Pre 1978 Homes) All paint surfaces are in good condition				

Part 8 – Heating and Plumbing

Item	Task	Pass	Fail	N/A	Description of Repairs/ Comments
8.1	Heating Unit (Furnace, Boiler or Heat pumps) In good condition and operational				
8.2	Water Supply Is the home served by a public water system or private well?				
8.3	Water Heater In good condition, installed correctly, and wired on a separate breaker				
8.4	Septic System Working properly, no clogged drains, traps installed in kitchen, bath sink and shower.				
8.5	Well Pump and Tank Provides enough pressure and in good working order				

Part 9 – Attic

9.1	Attic Insulation Appropriate amount of insulation exists, no visible joists				
9.2	Attic Door/Hatch Insulation present around the attic door/hatch				
9.3	Attic Ventilation Free of moisture and/or rot				

Referred to CAA Weatherization Department for a complete Energy Audit.

Notes