PROJECT SUMMARY SHEET FOR MULTI-FAMILY PROJECTS

INSTRUCTIONS: Complete this Project Cover Sheet and the forms contained in this bundle will auto-populate. The Project Cover Sheet does not contain all the fields needed to completely populate forms. Review the forms, provide missing data. Forms not contained in the bundle can be downloaded from the CAA Portal.

	PRO	PERTY
☐Multi-Family (and Single Family Rentals)		Does Owner reside at the property?
Property Address:		Are children under 6 at the property?
Floperty Address.		Are children covered by MaineCare? Yes No
		Is property under abatement order? \(\subseteq \gamma_{es} \) No
Applicant (Owner)		Co-Applicant (Co-Owner)
Entity or Owner First Name MI Last Name		Co-Entity or Co-Owner First Name MI Last Name
Mailing Address:		Mailing Address:
Street, City, State, Zi	ip	Street, City, State, Zip
Home Phone		Home Phone
Work Phone		Work Phone
Email		Email
COMMUNITY ACTION AGENCY (CAA/ESC	POW AGENT)	LEAD REDUCTION/ABATEMENT CONTRACTOR
CAA Name	MOW AGENTY	
Mailing Address		Mailian Address
Street, City, State,	Zip	Street, City, State, Zip
CAA Rep Name	r	Phone
CAA Rep Phone		Rep Name
CAA Rep Email		Rep Phone
CAA Rep Title		Rep Email
Lead Designer Name		
Lead Designer Phone		
Lead Designer Fax		RADON AIR TESTING/MITIGATION CONTRACTOR
Lead Designer Email		Company Name
		Mailing Address
		Street, City, State, Zip
		Phone
		Rep Name
		Rep Phone
		Rep Email
	NOTES/COMMEI	NTS

PROJECT FUNDING SUMMARY

Funding Source	Total Interior	Total Exterior	Total
Federal Lead Grant	\$	\$	\$
Healthy Homes Grant	\$	\$	\$
Healthy Homes Production, Non-Radon Measures	\$	\$	\$
Federal Lead Owner Obligation	\$	\$	\$
State Lead Grant	\$	\$	\$
State Lead Owner Match	\$	\$	\$
State Lead Additional Project Costs (Owner Obligation)	\$	\$	\$
DHHS	\$	\$	\$
CONTRACT AMOUNT	\$	\$	\$
Leveraged Funds	\$	\$	\$
PROJECT TOTAL (without change orders)	\$	\$	\$

Project Funding				
☐ Federal Lead Grant	\$			
☐ Healthy Homes Grant	\$	_		
Healthy Homes Production, Non-Radon Measures	\$			
Federal Owner Obligation	\$			
Federal Lead Total	\$			
☐ State Lead Grant	\$			
State Lead Owner Match	\$			
State Lead Owner Obligation	\$			
DHHS	\$			
State Lead Total	\$			
	\$			
Leveraged Funds				
State Lead Match Criteria				
☐ 10% Non-Abatement	☐ 25% Abatement	☐ Waived		
Total Owner Obligation	\$			

Healthy Homes Produ	ction Grant Funding
☐ Radon Air Testing	\$
☐ Radon Mitigation	\$
HHPG Radon Total	\$
☐ HHPG Non-Radon Measures	¢
□ HHPG NOII-RAGOII Measures	Ψ
HHPG Total	\$

10	
Agreement/Constru	ctions Contract
Grant Amount	\$
Contract Amount	\$
Contract/Agreement Date	
Interior Start Date	
Interior End Date	
Exterior Start Date	
Exterior End Date	
Change C	Orders
Federal Lead Change Order #1	\$
Federal Lead Change Order #2	\$
State Lead Change Order #1	\$
State Lead Change Order #2	\$
Final Contract Amount	\$
FINAL PROJECT TOTAL	\$

PHASE 2- MULTI-FAMILY DOCUMENT CHECKLIST

Applicant (Owner)	CAA					
Property Address	Date Submitted					
Program Type(s):	☐ Federal Lead State Lead (N261) ☐ State Lead (Z267)	☐ Healthy Homes Hea Intervention	Ithy Homes Produ	uction [OHHS	
		Document Reference	FEDERAL LEAD	STATE LEAD	DHHS	
FILE SECTION 1 (Owner))	Kelelelice	LEAD	LEAU		
Recorded Declaration of Cov		CAA	X	X	Х	
FILE SECTION 2 (Invoice	s, Checklists, Waiver, Tenant)					
Phase 2 Billing Invoice	, , , , , , , , , , , , , , , , , , , ,	Appendix 1A	X	Х	Х	
Phase 2 Multi-Family Docum	ent Checklist	Appendix 1B-MF2	2 X	Х	Х	
Project Summary Sheet (upo		Appendix 1	X	Х	Х	
Relocation and travel receipt	s	CAA	X	Х	Х	
FILE SECTION 3 (Contra	ctor)					
Contractor Payment Reques	t(s) including Contractor invoices	Appendix I-C	Х	Х	Х	
Contractor Certificate and Re	elease of Liens	Appendix I-B	Х	Х	Х	
Certificate of Final Inspection	1	Appendix Q	X	Х	Х	
Change Order(s) (if applicab	le)	Appendix N	X	X	Х	
FILE SECTION 5 (Federa	l and State Compliance, Healthy Homes)					
DEP Notification and Clearar	nce	DEP Form	X	Х	Х	
Dust Wipe Clearance Results	S	CAA	X	X	Х	
Lead Paint Plus Essential Ma	aintenance Practice Plan	Appendix R	X	X	X	
Letter of Lead Hazard Reduc	tion Compliance	Appendix P	X	X	X	
Occupant Protection Plan		Contractor	X	X	X	
HUD Quarterly Report: Supp	lemental Information Worksheet	Appendix R1	X			
	ata and CPOII Pilot Program Form	Appendix R3	X			
Healthy Homes HRRS Asses	, , , , , , , , , , , , , , , , , , , ,	CAA	X			
FILE SECTION 6 (Photos						
Colored Photo(s) (in progres	s and completed)	CAA	X	X	X	
Correspondence		CAA/MHSA	X	X	X	
that documents not inclu- Program Guidance and I to periodic inspection by CAA Representative Signate		gram regulations as referenc	ed in the Maine	Housing's L	.ead	
CAA Representative Name						

CONTRACTOR CERTIFICATE AND RELEASE OF LIENS

Project Funding:	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Home Intervention	es Healthy Homes Production	DHHS
Agency (CAA):				CAA Rep Name	:	
				CAA Rep Title:		
Dreiset Tu				CAA Rep Phone	•	
Project Typ	oe: Single-Family	☐ Multi-Family		CAA Rep Email:	:	
Applicant (O	wner):		Co-Ap	pplicant:		
Property:			Contr	actor:		
			Contr	act Amount:	\$	
			Contr	act Date:		
above, for specificat	r work performed or ions, the Contractor	n the above-reference r certifies/states as f	ced Property in ollows:	accordance wi	olicant and Contractor identifi th the agreed upon project the Contractor pursuant to the	
Č	ontract and duly ap	proved <i>Change Ord</i>	lers and modific	ations.	and Contractor parcuant to the	•
th	nere are no unpaid o		supplies or equ	ipment and no	ce with the terms thereof, and coloring of laborers or mecha	
A th	pplicant from any a nat if for any reason	nd all claims arising	under or by vir not pay in full th	tue of this invo ne amount stat	ontractor does hereby release iced amount; provided, howe ed in Paragraph 1 hereof, the released.	ver,
Contractor	Representative Signatu	ire		Date		
Contractor	Representative Name					
Acknow	wledged by:					
Applicant ((Owner) Signature			Date		
Co-Applica	ant (Co-Owner) Signatur	e		Date		

CONTRACTOR PAYMENT REQUEST

Project Funding:	State Lead (N261) Sta	te Lead (Z267) Fede	eral Lead	Healthy Ho	mes Healthy Homes Production DHHS
Agency (CAA):				CAA Rep Nan	
				CAA Rep Title	
Business Towns			 ,	CAA Rep Pho	
Project Type: [☐ Single-Family ☐ Mult	ti-Family		CAA Rep Ema	 ail:
Applicant (Owner):	_	Co-Ap	plicant:	
Property:			Contra	actor:	
				act Amount:	\$
				act Date:	•
TYPE OF PAYM	ENT:	☐ Progress		% of work	completed as outlined in the Contract
CONTRACTOR:					
I hereby request	an inspection to receiv	re payment #		for the	amount of \$
I certify that I have attached.	ve satisfactorily comple	eted the necessary v	vork to ju	ustify this req	uest. Cost breakdown/invoice(s)
Contractor Repr	esentative Signature				Date
Contractor Repr	esentative Name		<u>—</u>		
Contractor repr					
I FAD DESIGNE	R / RISK ASSESSOR	•			
	e specifications and sta				ent request/invoice and in accordance of the payment to the Contractor in the
Payment Am	ount \$				
l aye					
Lead Designer/F	Risk Assessor Signature				Date
	J				
Lead Designer/F	Risk Assessor Name				
OWNER:					
Your signature o	n this Payment Reques	st form means that y	ou unde	erstand and a	agree with the following:
_	erials being billed for th	•			•
	k being billed for this p				
	satisfied with the work				and data
	requesting payment to				
_		·	-	•	erstand this payment request process.
	before signing this fo		ır nome	, you snould	I discuss them with the Community
Owner Signature)				Date
Co-Owner Signa	ture				Date

LETTER OF LEAD HAZARD REDUCTION COMPLIANCE

Project Funding:	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	Healthy Homes Production	DHHS
Agency (CAA):			CA	A Rep Name:		
			CA	.A Rep Title:		
			CA	A Rep Phone:		
Project Type:	☐ Single-Family	☐ Multi-Family		A Rep Email:		
Applicant (Owne	er):		Со-Арр	licant:		
Property:			Contrac	etor:		
Unit #s:			Inspect	ion Date:		
TO: Prop	erty Owner(s)					
compliance we clearance. A these clearan HUD Guidelin containing containing to perform ar will be correct Lead-Paint H	with HUD Guideling post hazard consider criteria. The and State of I components withing means that leading additional rehabited under Mainel lazard Abatements	nes and State of Mair trol work visual insper Maine DEP Lead Ma a dwelling. In many -based paint remains b to your home. Tho Housing's Lead Haza	ne Department ection and dust nagement Rule instances, interest in your home see components and Reduction Gd). A report de	of Environmenta wipe samples we as do not require rim controls will be and you should les/surfaces/areas Grant Program (Fatailing the sample	Ind to be corrected and in I Protection criteria for ere taken and found to be to full abatement of lead-peeused to mitigate lead papear this in mind if you decomplete specified in the Design Platederal Lead) and/or Maine eresults in conjunction with	int ide an
Sincerely,						
Lead Designer	Signature			Date		
Lead Designer	· Name			Lead Designer	Inspector License #	

DISCLAIMER: THIS LETTER OF LEAD HAZARD CONTROL COMPLIANCE DOCUMENTS THAT THE LEAD HAZARD CONTROL WORK OUTLINED IN THE CONSTRUCTION CONTRACT AS WELL AS CLEARANCE SAMPLING HAVE BEEN PERFORMED, MEETING CLEARANCE LEVELS ESTABLISHED IN THE HUD GUIDELINES.

THIS LETTER **DOES NOT CONSTITUTE A LEAD-SAFE STATUS CERTIFICATE** AS DEFINED IN THE MAINE DEP LEAD MANAGEMENT REGULATIONS.

CERTIFICATE OF FINAL INSPECTION

Project Fundi Agency (CA	-	State Lead (N261)	State Lead (Z267)	Federal Lea	Intervention CAA Rep Name:	Healthy Homes Production	DHHS
Project	Type:	☐ Single-Family	CAA Rep Title: CAA Rep Phone: CAA Rep Email:				
Applicant	(Owner	r):		Со-Ар	olicant:		
Property:				Contra	ctor:		
				Lead C	ontract Amount:\$		
Contract	Date:			Radon	Contract Amount:\$_		
2.	wipe of above The Aprovio	clearance standa e written Contrac applicant(s)/Own	ards as outlined in th t Date. er(s) acknowledges ty to provide MaineH	e Contract between	petween the Applications and the second seco	that passed HUD lead dunt(s) and the Contractor on the contractor on the contractor on the contraction Survey card which is/her experience with the	n the ich
Lead D	Designer :	Signature			Date		
Lead D	esigner l	Name					
Ackr	nowled	dged by:					
Applica	ant Signa	iture			Date		
Со-Арр	olicant Si	gnature			Date		

LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

HUD SECTION 3 VERIFICATION DATA

Contractor Name:					
Contractor Address	s:				
The requirements of HUD Section 3 apply to recipients of HUD Lead-Based Paint Hazard Control funding exceeding \$200,000 in one year. Contractors or subcontractors that receive contracts in excess of \$100,000 for Section 3 covered projects and/or activities are required to comply with Section 3 regulations in the same manner as direct recipients (visit https://www.hud.gov/Section3 for additional information about Section 3 regulations).					
(Property). In addition	on, contractors must	complete the Contra	is HUD Section 3 Verifica actor Pollution Occurrenc o participate in the CPOI	e Insurance Incen	
1. Is your busines	s a qualified Section	on 3 business?	□ Yes □ No		
If Yes, Please in	ndicate one of the fo	ollowing:			
☐ Business is	51 percent or more	owned by Section 3	residents.		
residents, (o ☐ Business car	r within three years n provide evidence o	s of first employme of a commitment to s	persons, at least 30 perce nt with the firm were Se subcontract in excess of 2 eet the qualifications desc	ection 3 residents 25 percent of the d	s.)
	ction 3 covered assi	istance is expended	and Indian Housing; or (xwhose incomes do not earnily Size.		
2. HUD Section 3 regulations intend that recipients of HUD funding hire Section 3 residents or award contracts to Section 3 businesses whenever possible to complete covered projects/activities. If the expenditure-covered funding does not result in new employment, contracting or training opportunities, the requirements have not been triggered. Project Type: (check one)					
Contract Date:			Contract Amount:	\$	
3. Did your business hire additional help, even temporary, to work on the project? ☐ Yes ☐ No Complete the following table in reference to the above project only. (Other qualified projects for this grant will report separately.)					
A.	B.	C.	D.	E.	F.
Job Category	Number of New Hires	Number of New Hires that are Sec 3 Residents	% of Aggregate Number of Staff Hours or New Hires that are Sec 3 Residents	% of Total Staff Hours for Sec 3 Employees and Trainees	Number of Sec 3 Trainees
Professionals					
Technicians					
Office/Clerical					
Lead Abatement					
Carpenter RRP Electrician					
Other (describe)					

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e., supervisors, architects, surveyors, planners and computer programmers).

Column B: Enter the total number of new hires for each category of workers identified in Column A in connection with the project. New hires refer to persons not on the contractor's payroll for employment prior to the commencement of the project identified on this Section 3 Report.

Column C: Enter the number of Section 3 new hires for each category of workers identified in Column A in connection with the project. New hires refer to persons not on the contractor's payroll for employment prior to the commencement of the project identified on this Section 3 Report.

Column D: Enter the percentage of the total staff hours of new hires in connection with this project.

Column E: Enter the percentage of the total staff hours worked for employees and trainees (including new hires) connected with this project. Include staff hours for part-time and full-time.

Column F: Enter the number of Section 3 residents that were trained in connection with this project.

Contractor Pollution Occurrence Insurance Incentive Pilot Program

INSTRUCTIONS: Contractors must complete this Contractor Pollution Occurrence Insurance Incentive Pilot Program (CPOII Pilot Program) section to receive a \$500 incentive payment to supplement Pollution Occurrence insurance premiums currently being paid by the Contractor who performed lead hazard reduction and/or abatement services funded through HUD's Lead Hazard Reduction Grant. The maximum annual award is \$2,000 per contractor. MaineHousing will calculate and remit payment directly to Contractors. Contractors who have reached the maximum benefit amount of \$2,000 during the current calendar year of the pilot program will not be eligible for an incentive payment until January 1 of the following calendar year. The CPOII Pilot Program period is February 3, 2020 through August 3, 2023.

$\hfill \square$ I wish to participate in the CPOII Pilot Program. I certify the	ne following (check all that apply):				
 Project started within seven (7) days from the effective start date indicated on the signed Construction Contract Project completed by the end date referenced on the signed Construction Contract Units cleared on the first test. I have satisfactorily completed the necessary work to justify this request. Attached is my company's current and active Pollution Occurrence Insurance Certificate. 					
$\hfill \square$ I do not wish to participate in the CPOII Pilot Program.					
Contractor Representative Signature	Date				
Contractor Representative Name					

U	NI.	T #	
---	-----	-----	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

roject Funding: Agency (CAA):	State	Lead (N261)	State Lead (Z267)	Federal Le	ead Healthy Homes Intervention CAA Rep Name:	Healthy Homes Production	DHHS
Project Type:	_ 	Single-Family	☐ Multi-Family		CAA Rep Title: CAA Rep Phone: CAA Rep Email:		
Applicant (Own	er):				Co-Applicant:		
Property: Unit #:	-				Contractor:		
RESIDENTIA	AL UN	IIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

	Scho	duled Visual Inspections of Building Components
isually hanges	inspe	uilding components listed on the "Paint Plus" Building Component Inventory Form must be cted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
	How	to do a visual inspection
Vhen p	erform	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, " Essential Maintenance for a Lead-Safe Home ".
	VA/I 4	to do ofter your visual increation
3.	wnat	to do after your visual inspection
After co hat you	mpleti ı have	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
After co hat you	mpleti ı have	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document
After co hat you H. ncluded sheet th	mpleti i have Docu d are f nat is t	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices
After co hat you I. ncluded sheet th Plan rec	mpleti I have Docu d are f nat is t quirem	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices
After co hat you f. ncluded sheet th Plan rec	mpleti I have Docu d are f nat is t quirem	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Imperimental Maintenance Practices Plan Requirements Orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices plans.
After co hat you f. ncluded sheet th Plan rec	Docu Docu d are f nat is t quirem	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Imperimentation of the imperimenta
After co hat you f. ncluded sheet th Plan rec	Docu d are form Form	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Imperimental Maintenance Practices Plan Requirements Orms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices itents. In a signature of the Essential Maintenance Practices Plan Signature Sheet; Inderstanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
After co that you H. Included sheet th Plan red	Docu d are f nat is t quirem (1)	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Immenting Essential Maintenance Practices Plan Requirements Orms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices ients. In Signature Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form;
After co that you H. Included sheet th Plan red	Docu d are f hat is to quirem (1) (2) (3) (4)	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices inents. s/Signature Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and Essential Maintenance for a Lead-Safe Home brochure.
After co hat you 1. ncluded sheet the Plan reconstruction	Docu d are f hat is to quirem (1) (2) (3) (4)	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Immenting Essential Maintenance Practices Plan Requirements Orms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices tents. Indicate Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and
After co hat you I. ncluded sheet the Plan red	Docu d are from (1) (2) (3) (4)	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices inents. s/Signature Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and Essential Maintenance for a Lead-Safe Home brochure.
After co hat you I. ncluded the sheet the Plan recon.	Docu d are from (1) (2) (3) (4)	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices items. s/Signature Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and Essential Maintenance for a Lead-Safe Home brochure. Understanding the Requirements of the Essential Maintenance Practices Plan eread and understand the requirements of the Essential Maintenance Practices Plan, and agree to
After co that you H. Included sheet the Plan red	Docu d are flat is to quirem (1) (2) (3) (4)	ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. menting Essential Maintenance Practices Plan Requirements orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices sents. s/Signature Sheet Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and Essential Maintenance for a Lead-Safe Home brochure. Understanding the Requirements of the Essential Maintenance Practices Plan eread and understand the requirements of the Essential Maintenance Practices Plan, and agree to
After co that you H. Included sheet the Plan red I. I/We main	Docu d are flat is to quirem (1) (2) (3) (4)	Ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan. Imenting Essential Maintenance Practices Plan Requirements Orms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices ients. Independent of the Essential Maintenance Practices Plan Signature Sheet; Paint Plus Building Component Inventory Form; Visual Inspection Form; and Essential Maintenance for a Lead-Safe Home brochure. Independent of the Essential Maintenance Practices Plan Freed and understand the requirements of the Essential Maintenance Practices Plan, and agree to his facility in accordance with the developed Essential Maintenance Practices Plan.

U	NI.	T #	
---	-----	-----	--

BUILDING COMPONENT INVENTORY FORM

The following listing shows the type and location of those building components where Paint Plus Essential Maintenance Practices was used as a lead hazard control method by a lead abatement contractor to eliminate lead hazards. These are the specific building components that must be visually inspected and properly maintained to prevent lead hazards from redeveloping.

RESIDENTIAL UNIT:					
Room Name	Building Component	Location in Room			

UNIT #					
V	ISUAL INSPECTI	ON FORM AND I	ESSENTIAL M	AINTENANCE RECORD	
from the initial a after the occurre	pplication of the pair ence of unexpected of these building comp	nt and annually ther events which cause	eafter, wheneve deterioration of	intenance actions conducter r occupancy changes and ir the painted surfaces. This and that the surfaces are no	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (State Lead) LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

QUARTERLY REPORT: SUPPLEMENTAL INFORMATION For individual, completed units

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	Healthy Homes	3 Production	DHHS
				CAA Rep Title:			
Project Type:	☐ Single-Family	☐ Multi-Family		CAA Rep Phone:			
	_ eg.e . a	,		CAA Rep Email:			
Applicant (Owne	r):		Со-Ар	plicant:			
Property:			Tenan	t:			
			Unit #:				
Apartment/Unit	: #:			Are	children cover	-	Care?
Total # of room	s in unit:				Yes	No	
# of children w	ith EBLL:						
Key Dates:							
Enrollment date			Wo	ork started date			
Assessed date			Cle	earance achieved	date		
# of rooms trea	ted in unit:						
Areas Abated (check all that ap	ply):					
☐ Interior				☐ Basement			
☐ Exterior				☐ Ground floor			
☐ Commo	n Area			☐ Upper level(s)			
☐ Crawl sp	pace			☐ Attic			
Relocation Tota	al: <u>\$</u>		Heal	thy Homes Interve	ntion Total: <u>\$</u>		
Federal Lead Aba	tement Total: \$		Healthy Homes Production Total: \$				
Reminder: Be sur	re to include anv/all	approved Change Ord	der amounts in t	he applicable total.			

U	NI.	T #	ŧ	
---	-----	-----	---	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
				CAA Don Title		
				CAA Rep Phone:		
Project Type	: ☐ Single-Family	☐ Multi-Family		CAA Rep Email:		
Applicant (Ow	ner):		Co-A	pplicant:		
Property:			Cont	ractor:		
Unit #:			Inspe	ection Date:		
RESIDENT	IAI LINIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. Elements of the Essential Maintenance Plan

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT #	<u> </u>	
E.	<u>Sche</u>	duled Visual Inspections of Building Components
visual chang	ly inspe jes and	uilding components listed on the "Paint Plus" Building Component Inventory Form must be octed six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
F.	How	to do a visual inspection
When	perforn	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, "Essential Maintenance for a Lead-Safe Home".
G.	What	to do after your visual inspection
		ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
н.	Docu	menting Essential Maintenance Practices Plan Requirements
sheet		forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices nents.
I.	Form	ns/Signature Sheet
	(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
	(2)	Paint Plus Building Component Inventory Form;
	(3)	Visual Inspection Form; and
	(4)	Essential Maintenance for a Lead-Safe Home brochure.
		Understanding the Requirements of the Essential Maintenance Practices Plan
		e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
:		
Ap	plicant Si	ignature Date

Co-Applicant Signature

Date

U	NI.	T #	
---	-----	-----	--

BUILDING COMPONENT INVENTORY FORM

The following listing shows the type and location of those building components where Paint Plus Essential Maintenance Practices was used as a lead hazard control method by a lead abatement contractor to eliminate lead hazards. These are the specific building components that must be visually inspected and properly maintained to prevent lead hazards from redeveloping.

DENTIAL UNIT:				
Room Name	Building Component	onent Location in Room		
		I.		

UNIT #					
V	ISUAL INSPECTI	ON FORM AND I	ESSENTIAL M	AINTENANCE RECORD	
from the initial ap after the occurre	oplication of the pair nce of unexpected of these building comp	nt and annually ther events which cause	reafter, whenever deterioration of	intenance actions conducted r occupancy changes and in the painted surfaces. This and that the surfaces are no	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

INSPECTION DATE		

MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (State Lead) LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

QUARTERLY REPORT: SUPPLEMENTAL INFORMATION For individual, completed units

			CAA Rep Name:			
			CAA Rep Title: CAA Rep Phone:			
☐ Single-Family	☐ Multi-Family		OAA Daw Faraill			
r):		Co-A	oplicant:			
Property:		Tenar	nt:			
		Unit #	:			
#:			Are	children d	covered by MaineCare?	
s in unit:				Yes	No	
th EBLL:						
		Work started date				
Assessed date			earance achieved	date		
ted in unit:						
check all that ap	oply):					
			☐ Basement			
		☐ Ground floor				
n Area	☐ Upper level(s)					
ace			☐ Attic			
ıl: \$		Hea	Ithy Homes Interve	ention Tot	al: \$	
Federal Lead Abatement Total: \$						
	#: s in unit: th EBLL: ted in unit: check all that apure acce acce stement Total: \$	#: s in unit: th EBLL: ted in unit: check all that apply): Area ace II: \$ tement Total: \$	#: s in unit: th EBLL: Check all that apply): Area acce II: \$ Hea tement Total: \$ Hea	#: Are sin unit: Work started date Clearance achieved ted in unit: Basement Ground floor Ground floor Upper level(s) Attic Healthy Homes Intervent	#: Are children or Yes #: Work started date Clearance achieved date ted in unit: Basement Ground floor Ground floor Dipper level(s) Diace Attic Healthy Homes Intervention Totaltement Total: \$ Healthy Homes Production Totaltement Total: \$	

UNIT	#
------	---

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	DHHS	Healthy Homes Production
				CAA Rep Name:		
				CAA Rep Title:		
5 -	—	-		CAA Rep Phone:		
Project Type:	☐ Single-Family	☐ Multi-Family		CAA Rep Email:		
				_		
Applicant (Owne	er):		Co-A	pplicant:		
Property:			Contr	actor:		
Unit #:			Inspe	ction Date:		
RESIDENTIA	L UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. Elements of the Essential Maintenance Plan

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT	#	
E.	<u>Sche</u>	eduled Visual Inspections of Building Components
visua chanç	lly inspe ges and	ruilding components listed on the "Paint Plus" Building Component Inventory Form must be ected six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
F.	How	to do a visual inspection
Wher	n perforr	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, "Essential Maintenance for a Lead-Safe Home".
G.	Wha	t to do after your visual inspection
		ting the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document edone your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
н.	Docu	umenting Essential Maintenance Practices Plan Requirements
sheet		forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices nents.
I.	Forn	ns/Signature Sheet
	(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
	(2)	Paint Plus Building Component Inventory Form;
	(3)	Visual Inspection Form; and
	(4)	Essential Maintenance for a Lead-Safe Home brochure.
		Understanding the Requirements of the Essential Maintenance Practices Plan
		e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
A	pplicant S	ignature Date

Date

Co-Applicant Signature

UNIT	#
------	---

BUILDING COMPONENT INVENTORY FORM

The following listing shows the type and location of those building components where Paint Plus Essential Maintenance Practices was used as a lead hazard control method by a lead abatement contractor to eliminate lead hazards. These are the specific building components that must be visually inspected and properly maintained to prevent lead hazards from redeveloping.

Room Name	Building Component	Location in Room

UNIT #					
V	ISUAL INSPECTI	ON FORM AND	ESSENTIAL M	IAINTENANCE RECORD	•
from the initial ap after the occurre	oplication of the pair nce of unexpected of these building comp	nt and annually therevents which cause	reafter, wheneve deterioration of	nintenance actions conducte or occupancy changes and in the painted surfaces. This and that the surfaces are no	mmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed
					T

MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (State Lead) LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

QUARTERLY REPORT: SUPPLEMENTAL INFORMATION For individual, completed units

Project Funding: Agency (CAA):	State Lead (N261) State Lead (Z	Intervention CAA Rep Name: CAA Rep Title:
Project Type:	☐ Single-Family ☐ Multi-Family	CAA Rep Phone: CAA Rep Email:
Applicant (Owner)	:	Co-Applicant:
Property:		Tenant: Unit #:
Apartment/Unit	#:	Are children covered by MaineCare?
Total # of rooms	in unit:	Yes No
# of children witl	n EBLL:	
Key Dates:		
Enrollment date		Work started date
Assessed date		Clearance achieved date
# of rooms treate	ed in unit:	
Areas Abated (cl	neck all that apply):	
☐ Interior		☐ Basement
☐ Exterior		☐ Ground floor
☐ Common	Area	☐ Upper level(s)
☐ Crawl spa	ce	☐ Attic
Relocation Total:	\$	Healthy Homes Intervention Total: \$
Federal Lead Abate	ement Total: \$	Healthy Homes Production Total: \$
Reminder: Be sure	to include any/all approved Change	Order amounts in the applicable total.

U	NI.	T #	
---	-----	-----	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	DHHS	Healthy Homes Production
Agency (CAA).			CA	A Rep Name:		
			CA	A Rep Title:		
Project Type:	_		CA	A Rep Phone:		
	: ☐ Single-Family ☐ M	☐ Multi-Family	CA	A Rep Email:		
Applicant (Owne	er):		Co-Applic	ant:		
Property:			Contracto	or:		
Unit #:			Inspection	n Date:		
RESIDENTIA	L UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT #	#	
E.	<u>Sche</u>	eduled Visual Inspections of Building Components
visual chang	ly inspe ges and	uilding components listed on the "Paint Plus" Building Component Inventory Form must be exted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
F.	How	to do a visual inspection
Wher	perforn	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, " Essential Maintenance for a Lead-Safe Home ".
G.	What	t to do after your visual inspection
		ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
Н.	Docu	umenting Essential Maintenance Practices Plan Requirements
sheet		forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices nents.
l.	Form	ns/Signature Sheet
	(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
	(2)	Paint Plus Building Component Inventory Form;
	(3)	Visual Inspection Form; and
	(4)	Essential Maintenance for a Lead-Safe Home brochure.
		Understanding the Requirements of the Essential Maintenance Practices Plan
		e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
A	oplicant S	ignature Date

Co-Applicant Signature

Date

UNIT #	ι	JNI	Τ#		
--------	---	-----	----	--	--

BUILDING COMPONENT INVENTORY FORM

The following listing shows the type and location of those building components where Paint Plus Essential Maintenance Practices was used as a lead hazard control method by a lead abatement contractor to eliminate lead hazards. These are the specific building components that must be visually inspected and properly maintained to prevent lead hazards from redeveloping.

IDENTIAL UNIT:					
Room Name	Building Component	Location in Room			
		I.			

UNIT #	
	VISUAL INSPECTION FORM AND ESSENTIAL MAINTENANCE RECORD
from the in after the or	s used to document your visual inspections and essential maintenance actions conducted six months itial application of the paint and annually thereafter, whenever occupancy changes and immediately courrence of unexpected events which cause deterioration of the painted surfaces. This helps ensure int on these building components remains in good condition and that the surfaces are not creating lead

	Building	Location in	Changed Noted		Date Maintenance
Room Name	Component	Room	Noted	Maintenance Needed	Completed

INSPECTION DATE	

RESIDENTIAL UNIT:

MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (State Lead) LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

QUARTERLY REPORT: SUPPLEMENTAL INFORMATION For individual, completed units

Project Funding: Agency (CAA):	State Lead (N261) State Lead (Z267)	Federal Lead Healthy Homes DHHS Healthy Homes Product Intervention CAA Rep Name: CAA Rep Title:				
Project Type:	Single-Family	CAA Rep Phone: CAA Rep Email:				
Applicant (Owner):		Co-Applicant:				
Property:		Tenant: Unit #:	_ _ 			
Apartment/Unit #	<u> </u>	Are children covered by MaineCare?				
Total # of rooms in	n unit:	Yes No				
# of children with	EBLL:					
Key Dates:						
Enrollment date		Work started date				
Assessed date		Clearance achieved date				
# of rooms treated	1 in unit:					
Areas Abated (che	eck all that apply):					
☐ Interior		☐ Basement				
□ Exterior		☐ Ground floor				
☐ Common A	rea	☐ Upper level(s)				
☐ Crawl spac		☐ Attic				
Relocation Total:	\$	Healthy Homes Intervention Total: \$				
Federal Lead Abaten		Healthy Homes Production Total: \$				
Reminder: Be sure to	o include any/all approved Change Orde	amounts in the applicable total.				

ι	J١	۷	ΙT	#				
---	----	---	----	---	--	--	--	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding:	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	DHHS	Healthy Homes Production
Agency (CAA):			CAA F	Rep Name:		
			CAA I	Rep Title:		
	_	_	CAA I	Rep Phone:		
Project Type:	☐ Single-Family	☐ Multi-Family	CAA F	Rep Email:		
Applicant (Owne	er):		Co-Appl	icant:		
Property:			Contrac	tor:		
Unit #:			Inspecti	on Date:		
RESIDENTIA	L UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. Elements of the Essential Maintenance Plan

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT#	
E. <u>S</u>	cheduled Visual Inspections of Building Components
visually in changes a	e building components listed on the "Paint Plus" Building Component Inventory Form must be spected six months from the initial application of the paint and annually thereafter, whenever occupancy and immediately after the occurrence of unexpected events which cause deterioration of the painted You must do this visual inspection to document that the condition of the paint remains intact.
F. <u>H</u>	ow to do a visual inspection
When per	forming your inspection, check each building component for signs of:
(1) Flaking paint
(2) Peeling paint
(3) Cracking paint
(4) Paint chips
(5) Dust on window sills
(6) Dust on the floor
	ling component is damaged and/or needs repair, follow the Safe Work Practices referred to in the brochure, " Essential Maintenance for a Lead-Safe Home ".
G. <u>W</u>	hat to do after your visual inspection
	pleting the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document ave done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
н. <u>р</u>	ocumenting Essential Maintenance Practices Plan Requirements
	are forms used to record your Essential Maintenance Practice-related activities. It includes a signature is to be used to document that you have read and understand the Essential Maintenance Practices rements.
l. <u>F</u>	orms/Signature Sheet
(1) Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
(2) Paint Plus Building Component Inventory Form;
(3) Visual Inspection Form; and
(4) Essential Maintenance for a Lead-Safe Home brochure.
	Understanding the Requirements of the Essential Maintenance Practices Plan
	have read and understand the requirements of the Essential Maintenance Practices Plan, and agree to ain this facility in accordance with the developed Essential Maintenance Practices Plan.
Applica	nt Signature Date
Co-Apr	licant Signature Date
	<u> </u>

U	NI.	T #	
---	-----	-----	--

BUILDING COMPONENT INVENTORY FORM

The following listing shows the type and location of those building components where Paint Plus Essential Maintenance Practices was used as a lead hazard control method by a lead abatement contractor to eliminate lead hazards. These are the specific building components that must be visually inspected and properly maintained to prevent lead hazards from redeveloping.

SIDENTIAL UNIT:				
Room Name	Building Component	Location in Room		

UNIT #							
V	ISUAL INSPECT	ON FORM AND	ESSENTIAL M	AINTENANCE RECORD			
This form is used to document your visual inspections and essential maintenance actions conducted six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces. This helps ensure that the paint on these building components remains in good condition and that the surfaces are not creating lead hazards. RESIDENTIAL UNIT:							
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed		

INSPECTION DATE	

MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (State Lead) LEAD HAZARD REDUCTION GRANT PROGRAM (Federal Lead)

QUARTERLY REPORT: SUPPLEMENTAL INFORMATION For individual, completed units

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal	Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
				-	CAA Rep Title:		
Project Type: [·	☐ Multi-Family		=	CAA Rep Phone:		
	_ og.o : a,	,			CAA Rep Email:		
Applicant (Owner	r):			Co-Ap	pplicant:		
Property:				Tenan	ıt:		
				Unit #			
Apartment/Unit	#:				Are	children co	overed by MaineCare?
Total # of room	s in unit:					Yes	No
# of children wi	th EBLL:						
Key Dates:							
Enrollment date				Wo	ork started date		
Assessed date				Cle	earance achieved	d date	
# of rooms trea	ted in unit:						
Areas Abated (check all that ap	pply):					
☐ Interior					□ Basement		
☐ Exterior					☐ Ground floor		
☐ Commor	n Area				☐ Upper level(s)	
☐ Crawl sp	ace				☐ Attic		
Relocation Tota	ıl: \$			Heal	Ithy Homes Interv	rention Tota	al: \$
Federal Lead Abatement Total: \$				Healthy Homes Production Total: \$			
Reminder: Be sur	e to include any/all	approved Change O	rder amou				

U	NI.	T #	
---	-----	-----	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
Project Type:	☐ Single-Family	☐ Multi-Family		CAA Rep Phone: —		
Applicant (Own	er):		Co-Ap	plicant:		
Property:			Contra	actor:		
Unit #:			Inspec	ction Date:		
RESIDENTIA	AL UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT #	<u> </u>	
E.	<u>Sche</u>	duled Visual Inspections of Building Components
visual chang	ly inspe es and	uilding components listed on the "Paint Plus" Building Component Inventory Form must be cted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
F.	How	to do a visual inspection
When	perforn	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, "Essential Maintenance for a Lead-Safe Home".
G.	What	to do after your visual inspection
		ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
н.	Docu	menting Essential Maintenance Practices Plan Requirements
sheet		forms used to record your Essential Maintenance Practice-related activities. It includes a signature obe used to document that you have read and understand the Essential Maintenance Practices nents.
I.	Form	ns/Signature Sheet
	(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
	(2)	Paint Plus Building Component Inventory Form;
	(3)	Visual Inspection Form; and
	(4)	Essential Maintenance for a Lead-Safe Home brochure.
		Understanding the Requirements of the Essential Maintenance Practices Plan
		e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
Ap	plicant Si	gnature Date

Co-Applicant Signature

Date

UNIT	#
------	---

	1

UNIT#					
V	ISUAL INSPECTION	ON FORM AND	ESSENTIAL M	IAINTENANCE RECORD)
from the initial a after the occurre	pplication of the pain ence of unexpected e these building comp	t and annually ther events which cause	eafter, wheneve deterioration of	aintenance actions conducte er occupancy changes and ir the painted surfaces. This and that the surfaces are no	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenand Completed

Project Funding: State Lead (N261) State Lead (Z267) Agency (CAA):	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
		CAA Rep Title:		
Project Type: Single-Family Multi-Family		CAA Rep Phone:		
Single-Family Li Multi-Family		CAA Rep Email:		
Applicant (Owner):	Со-Ар	plicant:		
Property:	Tenan	t:		
	Unit #	<u> </u>		
Apartment/Unit #:		Are o		vered by MaineCare?
Total # of rooms in unit:			Yes	No
# of children with EBLL:				
Key Dates:				
Enrollment date	Wo	ork started date	_	
Assessed date	Cle	earance achieved o	date _	
# of rooms treated in unit:				
Areas Abated (check all that apply):				
☐ Interior		□ Basement		
☐ Exterior		☐ Ground floor		
☐ Common Area		☐ Upper level(s)		
☐ Crawl space		☐ Attic		
Relocation Total:	Hea	thy Homes Interve	ntion Total:	\$
Federal Lead Abatement Total: \$	Hea	Ithy Homes Produc	tion Total:	\$
Reminder: Be sure to include any/all approved Change Ord	der amounts in	the applicable total.		

UNIT #	ι	J١	۱ľ	T	#			
--------	---	----	----	---	---	--	--	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	DHHS	Healthy Homes Production
.goo, (e).				CAA Rep Name:		
				CAA Rep Title:		
Project Type:	☐ Single-Family	■ Multi-Family				
				CAA Rep Email:		
Applicant (Owne	er):		Co-Ap	plicant:		
Property:			Contra	actor:		
Unit #:			Inspec	ction Date:		
RESIDENTIA	L UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

NIT #	
E. Schee	duled Visual Inspections of Building Components
visually inspect changes and i	uilding components listed on the "Paint Plus" Building Component Inventory Form must be cted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted u must do this visual inspection to document that the condition of the paint remains intact.
F. How	to do a visual inspection
When perform	ning your inspection, check each building component for signs of:
(1)	Flaking paint
(2)	Peeling paint
(3)	Cracking paint
(4)	Paint chips
(5)	Dust on window sills
(6)	Dust on the floor
	component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, " Essential Maintenance for a Lead-Safe Home ".
G. What	to do after your visual inspection
	ing the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
H. <u>Docu</u>	menting Essential Maintenance Practices Plan Requirements
	forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices nents.
I. Form	s/Signature Sheet
(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
(2)	Paint Plus Building Component Inventory Form;
(3)	Visual Inspection Form; and
(4)	Essential Maintenance for a Lead-Safe Home brochure.
ι	Understanding the Requirements of the Essential Maintenance Practices Plan
	e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
Applicant Sig	gnature Date

U	NI.	T #	
---	-----	-----	--

RESIDENTIAL UNIT:	RESIDENTIAL UNIT:						
Room Name	Building Component	Location in Room					

UNIT #					
V	ISUAL INSPECTI	ON FORM AND I	ESSENTIAL M	AINTENANCE RECORD	
from the initial apafter the occurre	oplication of the pair nce of unexpected of these building comp	nt and annually ther events which cause	eafter, wheneve deterioration of	intenance actions conducted or occupancy changes and in the painted surfaces. This and that the surfaces are no	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

Project Funding: Agency (CAA):	State Lead (N261) State Lead (Z267)	CAA Rep Nan		Healthy Homes Production	
Project Type: Si	and Facility	CAA Rep Title CAA Rep Pho			
Troject Type. 🔲 Si	ngle-Family	CAA Rep Ema	ail:		
Applicant (Owner):		Co-Applicant:			
Property:		Tenant: Unit #:			
Apartment/Unit #:			Are Children cove	ered by MaineCare?	
Total # of rooms in	unit:		Yes	No	
# of children with E	EBLL:				
Key Dates:					
Enrollment date		Work started da	ate		
Assessed date		Clearance achieved date			
# of rooms treated	in unit:	_			
Areas Abated (che	ck all that apply):				
☐ Interior		☐ Basemen	t		
☐ Exterior		☐ Ground fl	oor		
☐ Common Are	ea	☐ Upper lev	rel(s)		
☐ Crawl space		☐ Attic			
Relocation Total:	\$	Healthy Homes Ir	ntervention Total:	\$	
Federal Lead Abatem	ent Total: \$	Healthy Homes Production Total: \$			
Reminder: Be sure to	include any/all approved Change Order a	amounts in the applicable	total.		

U	NI.	T #	
---	-----	-----	--

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
Project Type:	☐ Single-Family ☐] Multi-Family		CAA Rep Title: CAA Rep Phone: CAA Rep Email:		
Applicant (Owner	r):		Со-Ар	olicant:		
Property:			Contra	ctor:		
Unit #:			Inspec	tion Date:		
RESIDENTIAL	_ UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

visually	the b	duled Visual Inspections of Building Components uilding components listed on the "Paint Plus" Building Component Inventory Form must be cted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted
surface	s. Yo	u must do this visual inspection to document that the condition of the paint remains intact.
F.	How	to do a visual inspection
When p	erforn	ning your inspection, check each building component for signs of:
	(1)	Flaking paint
	(2)	Peeling paint
	(3)	Cracking paint
	(4)	Paint chips
	(5)	Dust on window sills
	(6)	Dust on the floor
		component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, "Essential Maintenance for a Lead-Safe Home".
G.	<u>What</u>	to do after your visual inspection
		ng the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
Н.	Docu	menting Essential Maintenance Practices Plan Requirements
	nat is t	orms used to record your Essential Maintenance Practice-related activities. It includes a signature of be used to document that you have read and understand the Essential Maintenance Practices nents.
l.	Form	s/Signature Sheet
	(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
	(2)	Paint Plus Building Component Inventory Form;
	(3)	Visual Inspection Form; and
	(4)	Essential Maintenance for a Lead-Safe Home brochure.
	ı	Understanding the Requirements of the Essential Maintenance Practices Plan
		e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to his facility in accordance with the developed Essential Maintenance Practices Plan.
l 	icant Si	gnature Date

RESIDENTIAL UNIT:					
Room Name	Building Component	Location in Room			

UNIT #					
V	ISUAL INSPECTI	ON FORM AND E	ESSENTIAL M	AINTENANCE RECORD	
from the initial apafter the occurre	pplication of the pair ince of unexpected of these building comp	nt and annually ther events which cause	eafter, wheneve deterioration of	intenance actions conducted or occupancy changes and in the painted surfaces. This and that the surfaces are no	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
	-			CAA Rep Title:		
Project Type: 🛚	Single-Family	ılti-Family				
				CAA Rep Email:		
Applicant (Owner):			Со-Арр	licant:		
Property:			Tenant	:		
			Unit #:			
Apartment/Unit #	:			Are c	hildren cov	vered by MaineCare?
Total # of rooms i	n unit:				Yes	No
# of children with	EBLL:					
Key Dates:						
Enrollment date			Woi	rk started date		
Assessed date			Clea	arance achieved d	late _	
# of rooms treated	d in unit:					
Areas Abated (ch	eck all that apply):					
☐ Interior			Г	☐ Basement		
☐ Exterior				☐ Ground floor		
☐ Common A	rea			Upper level(s)		
☐ Crawl spac	е			☐ Attic		
Relocation Total:	_ \$		Healt	hy Homes Interven	tion Total:	\$
Federal Lead Abater	nent Total: \$		Healt	hy Homes Product	ion Total:	\$
Reminder: Be sure to	o include any/all appro	oved Change Orde	er amounts in th	ne applicable total.		

UNIT	#
------	---

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention	DHHS	Healthy Homes Production
				CAA Rep Name:		
				CAA Rep Title:		
Project Type:	☐ Single-Family	■ Multi-Family		CAA Rep Phone:		
7, 7, 7, 7, 7, 7, 7, 7, 7, 7, 7, 7, 7, 7	,	•		CAA Rep Email:		
Applicant (Own	er):		Со-Ар	plicant:		
Property:			Contra	ctor:		
Unit #:			Inspec	tion Date:		
RESIDENTIA	AL LIMIT:					
INCOMMENT	L CITII.					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT#	
E. <u>Sch</u>	eduled Visual Inspections of Building Components
visually insp changes an	building components listed on the "Paint Plus" Building Component Inventory Form must be ected six months from the initial application of the paint and annually thereafter, whenever occupancy d immediately after the occurrence of unexpected events which cause deterioration of the painted ou must do this visual inspection to document that the condition of the paint remains intact.
F. Hov	v to do a visual inspection
When perfo	rming your inspection, check each building component for signs of:
(1)	Flaking paint
(2)	Peeling paint
(3)	Cracking paint
(4)	Paint chips
(5)	Dust on window sills
(6)	Dust on the floor
	ng component is damaged and/or needs repair, follow the Safe Work Practices referred to in the ochure, " Essential Maintenance for a Lead-Safe Home ".
G. Wh	at to do after your visual inspection
	eting the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document ve done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
H. <u>Doo</u>	cumenting Essential Maintenance Practices Plan Requirements
	e forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices ments.
l. <u>For</u>	ms/Signature Sheet
(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
(2)	Paint Plus Building Component Inventory Form;
(3)	Visual Inspection Form; and
(4)	Essential Maintenance for a Lead-Safe Home brochure.
	Understanding the Requirements of the Essential Maintenance Practices Plan
	ve read and understand the requirements of the Essential Maintenance Practices Plan, and agree to a this facility in accordance with the developed Essential Maintenance Practices Plan.
Applicant	Signature Date

U	NI.	T #	
---	-----	-----	--

Room Name	Building Component	Location in Room

UNIT #					
V	ISUAL INSPECTI	ON FORM AND E	ESSENTIAL M	AINTENANCE RECORD	
from the initial apafter the occurre	pplication of the pair ince of unexpected of these building comp	nt and annually ther events which cause	eafter, wheneve deterioration of	intenance actions conducted or occupancy changes and in the painted surfaces. This land that the surfaces are not	nmediately helps ensure
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

Project Funding: Agency (CAA):		261) State Lead (Z267)	CAA	Healthy Homes Intervention Rep Name: Rep Title:	DHHS	Healthy Homes Production
Project Type:		lti-Family	CAA	Rep Phone:		
			CAA	Rep Email:		
Applicant (Owner):			_ Co-Applica	nt:		
Property:			_ Tenant: Unit #:			
Apartment/Unit #				Are ch	ildren cov	ered by MaineCare?
Total # of rooms in	n unit:				Yes	No
# of children with	EBLL:					
Key Dates:						
Enrollment date			Work st	arted date		
Assessed date			Clearar	ice achieved da	ite	
# of rooms treated	l in unit:		_			
Areas Abated (che	eck all that apply):					
☐ Interior			□Ва	asement		
☐ Exterior			□G	round floor		
☐ Common A	rea		□U	pper level(s)		
☐ Crawl space	Э		□ At	tic		
Relocation Total:	\$		_ Healthy H	lomes Intervent	ion Total:	\$
Federal Lead Abaten	nent Total: \$		Healthy H	Iomes Production	on Total:	\$
Reminder: Be sure to	include any/all appro	ved Change Order	amounts in the ap	plicable total.		

UNIT	#
------	---

LEAD PAINT PLUS ESSENTIAL MAINTENANCE PLAN

Project Funding: Agency (CAA):	State Lead (N261)	State Lead (Z267)	Federal Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
Project Type:	Single-Family	I Multi-Family		CAA Rep Title: CAA Rep Phone: CAA Rep Email:		
Applicant (Owner)	:		Со-Ар	plicant:		
Property:			Contra	ctor:		
Unit #:			Inspec	tion Date:		
RESIDENTIAL	UNIT:					

A. <u>Overview</u>

Paint Plus Essential Maintenance Plan ("Paint Plus") is an interim (short-term) method used by lead contractors and property owners to temporarily eliminate lead hazards. Interim controls are achieved through the removal of any chipping, cracking, and flaking paint plus the application of a new protective coating of paint in conjunction with the implementation of a written essential maintenance plan. This method cannot be used on impact or friction surfaces (e.g. floors, stair treads/risers, thresh holds, window sashes, parting beads, stops, window wells, doorjambs and edges).

B. <u>Essential Maintenance Plan</u>

An Essential Maintenance Plan is a written and implemented plan of paint inspection and maintenance that ensures that the paint remains in good condition and that the surface is not creating a lead hazard. The building owner must carry out Essential Maintenance Practices six months from the initial application of the paint and annually thereafter, whenever occupancy changes and immediately after the occurrence of unexpected events which cause deterioration of the painted surfaces.

Enclosed you will find an inventory of the building components that you will need to inspect and several forms that will assist you in documenting your Essential Maintenance Plan-related activities. Also enclosed you will find the "Essential Maintenance for a Lead-Safe Home" brochure. Please make sure you read this brochure; it provides information you need to implement Essential Maintenance Practices.

C. <u>Elements of the Essential Maintenance Plan</u>

The Essential Maintenance Plan has 4 parts: an inventory of painted surfaces that need routine inspection and maintenance; a schedule and protocol for routine visual inspections; forms for documenting routine inspections and essential maintenance performed; and the booklet "Essential Maintenance for a Lead-Safe Home" that describes how to perform essential maintenance.

D. "Paint Plus" Building Component Inventory

JNIT #	
E. Sche	eduled Visual Inspections of Building Components
visually inspectanges and	puilding components listed on the "Paint Plus" Building Component Inventory Form must be exted six months from the initial application of the paint and annually thereafter, whenever occupancy immediately after the occurrence of unexpected events which cause deterioration of the painted ou must do this visual inspection to document that the condition of the paint remains intact.
F. <u>How</u>	to do a visual inspection
When perfor	ming your inspection, check each building component for signs of:
(1)	Flaking paint
(2)	Peeling paint
(3)	Cracking paint
(4)	Paint chips
(5)	Dust on window sills
(6)	Dust on the floor
	g component is damaged and/or needs repair, follow the Safe Work Practices referred to in the chure, " Essential Maintenance for a Lead-Safe Home ".
G. Wha	t to do after your visual inspection
	ting the routine visual inspection, fill in the enclosed form, "Visual Inspection Form" to document e done your visual inspection(s). Save this form with your Essential Maintenance Practices Plan.
H. <u>Doc</u>	umenting Essential Maintenance Practices Plan Requirements
	forms used to record your Essential Maintenance Practice-related activities. It includes a signature to be used to document that you have read and understand the Essential Maintenance Practices ments.
I. Forn	ns/Signature Sheet
(1)	Understanding the Requirements of the Essential Maintenance Practices Plan Signature Sheet;
(2)	Paint Plus Building Component Inventory Form;
(3)	Visual Inspection Form; and
(4)	Essential Maintenance for a Lead-Safe Home brochure.
	Understanding the Requirements of the Essential Maintenance Practices Plan
	e read and understand the requirements of the Essential Maintenance Practices Plan, and agree to this facility in accordance with the developed Essential Maintenance Practices Plan.
Applicant S	Signature Date

UNIT #	ι	IJ	NΙ	ı	#			
--------	---	----	----	---	---	--	--	--

Room Name	Building Component	Location in Room		
· · · · · · · · · · · · · · · · · · ·		1		

UNIT #					
V	ISUAL INSPECTION	ON FORM AND E	ESSENTIAL M	AINTENANCE RECORD	
from the initial ap after the occurre	oplication of the pain nce of unexpected e these building comp	it and annually ther events which cause	eafter, wheneve deterioration of	intenance actions conducted or occupancy changes and in the painted surfaces. This and that the surfaces are no	nmediately helps ensure t creating lead
Room Name	Building Component	Location in Room	Changed Noted	Maintenance Needed	Date Maintenance Completed

Page 61 of 62

Essential Maintenance Plan Lead 03/18/2025

INSPECTION DATE

Prepared by MaineHousing

Project Funding: Sagency (CAA):	State Lead (N261)	State Lead (Z267)	Federa	l Lead	Healthy Homes Intervention CAA Rep Name:	DHHS	Healthy Homes Production
	-			=	CAA Rep Title:		
Project Type:	Single-Family	☐ Multi-Family					
					CAA Rep Email.		
Applicant (Owner):				Co-Ap	plicant:		
Property:				Tenan	t:		
				Unit #:			
Apartment/Unit #					Are		vered by MaineCare?
Total # of rooms						Yes	No
# of children with	EBLL:						
							_
Key Dates:							
Enrollment date				Wo	ork started date		
Assessed date				Cle	arance achieved	d date	
# of rooms treate	d in unit:						_
Areas Abated (ch	eck all that ap	ply):					
☐ Interior				1	☐ Basement		
☐ Exterior				ļ	☐ Ground floor		
☐ Common A	rea				☐ Upper level(s))	
☐ Crawl space	e			l	☐ Attic		
Relocation Total:	\$			Heal	thy Homes Interv	ention Tota	I: \$
Federal Lead Abate	ment Total: \$			Heal	thy Homes Produ	uction Total:	\$
Reminder: Be sure t	o include any/all	approved Change Or	der amoı	unts in t	he applicable total		