



MAINE LEAD PAINT HAZARD ABATEMENT PROGRAM (N261)

DOCUMENT CHECKLIST–SINGLE FAMILY GRANT SUBMISSION

Applicant (Owner):	CAA:
Property Address:	Date Submitted:

PHASE 1	CAA Document Source	MH APPROVAL
FILE SECTION 1 (Owner)		
Homeowner Application including Blood Testing Release From (children only)	State Form SF	
Applicant Acknowledgement of Limited Funds	State Form LD-A	
Release and Hold Harmless	State Form LD-K	
Notice of Grant Approval	State Form LD-I	
Proof of Insurance (homeowners insurance information)	Grantee	
Proof of Ownership (Property Deed and/or current tax bill)	Grantee	
Relocation Assistance Acknowledgement	State Form LD-C	
Relocation Change Order (if applicable)	State Form O	
Merchant's Report	CAA	
FILE SECTION 2 (Invoices, Checklists & Waivers)		
Phase 1 Billing Invoice	State Form I-A	
Phase 1 Single-Family Document Checklist	State Form W-1	
Waivers (if applicable)	State Form K	
FILE SECTION 3 (Contractor)		
Construction Contract	State Form C-A	
Construction Escrow Agreement	State Form C-B	
FILE SECTION 4 (Reports, Designs & Plans)		
Lead Paint Inspection and Risk Assessment Report	CAA	
Lead Design Plan	Exhibit C	
Asbestos inspection documentation (if applicable)	CAA	
Bid Package (including Bid Tabulation Sheet and Refusal to Bid, if any)	CAA	
FILE SECTION 5 (Fed & State Compliance)		
State SHPO Form 10-2018	CAA	
FILE SECTION 6 (Photos, Correspondence)		
Colored Photo(s) of (pre-project)	CAA	
Correspondence	CAA/MaineHousing	