

## MAINEHOUSING HUD PROGRAMS BABA CHECKLIST

Applying BAP and HUD Waivers to HUD Programs

Project Name:  
Project Location:  
Project Number:  
Developer:

### **Step 1: Does BABA Apply?**

Are the funds being used for an infrastructure project (housing), as defined by BABA?

YES  NO

If **YES**, proceed to the next question.

If **NO**, BAP does not apply. Sign below and the Checklist is complete.

\_\_\_\_\_  
Signature Date  
Name and Title:

Does the project have four units or **LESS**?

YES  NO

If **NO**, proceed to Step 2.

If **YES**, BAP does not apply. Sign below and the Checklist is complete.

\_\_\_\_\_  
Signature Date  
Name and Title:

### **Step 2: Funding Source**

Check the funding sources that apply:

- Continuum of Care (CoC)
- Emergency Solutions Grants (ESG)
- HOME Investment Partnerships Program (HOME)
- Housing Trust Fund (HTF)
- Recovery Housing Program (RHP)
- Community Development Block Grant Formula Programs (CDBG)
- Other Federal Funding Source: \_\_\_\_\_

If **NONE** of these funding sources apply, BAP does not apply. Sign below and the Checklist is complete.

\_\_\_\_\_  
Signature  
Name and Title: \_\_\_\_\_ Date

If one of these funding sources apply and are the largest portion of Federal funds contributed to the project, proceed to Step 3.

If they are not the largest portion of Federal funds then the BABA requirements for the largest source of Federal funds will apply. What is the largest source of Federal funds:

\_\_\_\_\_

If they are not HUD funds, you will need to consult guidance for the source of funds that are the largest to determine how to proceed.

**Step 3: Materials**

Identify the materials that will be used in this infrastructure project. Check all that apply.

- Iron and Steel
- Construction Materials
- Manufactured Products

If any of these materials are being used, proceed to Step 4.

If **NONE** are being used, BAP does not apply. Sign below and the Checklist is complete.

\_\_\_\_\_  
Signature  
Name and Title: \_\_\_\_\_ Date

**Step 4: Date of Obligation**

Does the project fall under one of the MaineHousing Programs listed below in which the funds are effected by BABA?

YES  NO

HUD Program	Effected Funds	MaineHousing Program
Recovery Housing Program	FY24 (9/11/24) FY25 and beyond	2024 Recovery Housing Program – Request for Proposals  All future Recovery Housing Programs
Housing Trust Fund	FY24 (9/4/24) FY25 and beyond	2025 Low-Income Housing Tax Credit Programs (Federal and State)

		All future Low-Income Housing Tax Credit Programs
HOME Investment Partnerships Program	FY24 (8/29/24) FY25 and beyond	2025 Low-Income Housing Tax Credit Programs (Federal and State)  All future Low-Income Housing Tax Credit Programs
Lead Hazard Reduction, and Healthy Homes Production Grants	FY24 and beyond	All current and future Lead Hazard Control Programs and Healthy Homes Programs
Emergency Solutions Grant	FY24 (9/3/24) FY25 and beyond	N/A currently
Continuum of Care	Anything obligated after 8/23/24	N/A currently
Choice Neighborhood	Anything obligated after 8/23/24	Any new project with Choice Neighborhood funds
All other HUD Programs that include federal financial assistance	Anything obligated after 8/23/24	Any MaineHousing Programs that include other HUD funds not already mentioned above

If **YES** proceed to Step 5.

If **NO**, the BAP does not apply. Sign below and the Checklist is complete.

\_\_\_\_\_  
Signature

Name and Title:

\_\_\_\_\_  
Date

**Step 5: General Waivers**

Did the Developer apply for any of the following waivers prior to Permanent Loan Closing?

- Exigent Circumstances Waiver

YES

NO

- *De Minimis* Waiver

YES

NO

- Small Grants Waiver

YES

NO

If you answered **YES**, attach the completed waiver that was approved or denied by MaineHousing.

**For the *De Minimis* Waiver ONLY:**

Did Developer provide the *De Minimis* Waiver Reconciliation Form prior to Permanent Loan Closing?

YES  NO

If **NO**, request from Developer.

If **YES**, is Developer below the 5% threshold?

YES  NO

If **NO**, Developer is not in compliance with BABA and this must be corrected. No Permanent Loan Closing can occur until it is.

**Step 6: Project-Specific Waivers**

Determine if a Project-specific waiver applies. Project-specific waivers are available on limited, case-by-case basis, after HUD’s consultation and review with the Made In America Office (“MIAO”).

Did the Developer apply for any of the following waivers prior to Permanent Loan Closing?

- Public Interest Waiver

YES  NO

- Nonavailability Waiver

YES  NO

- Unreasonable Cost Waiver

YES  NO

If you answered **YES**, attach the completed waiver that was approved or denied by MaineHousing.

Also attach the waiver approved or denied by HUD/MIAO.

Expiration Date of Waiver: \_\_\_\_\_

**Step 7: Compliance**

**All backup documentation for the below must be stored in the project files.**

1. Did Developer have all bidders for the project complete a HUD Bidder Certification Form (Appendix J) and provide them to MaineHousing?

YES  NO  N/A

2. If N/A on #1, did the Developer's Contractor execute a Contractor Certification Form (Appendix S) and provide it to MaineHousing?

YES  NO  N/A

3. Is the following language included in the project's plans, specifications and contracts?

\_\_\_\_\_ (developer name) ("Developer") must comply with the requirements of the Build America, Buy America Act (BABA), as defined in 2 CFR § 184.3 as division G, title IX, subtitle A, parts I-II, sections 70901 through 70927 of the Infrastructure Investment and Jobs Act (Pub. L. No. 117-58), and all applicable rules and notices, as may be amended. Pursuant to HUD's Notice, "CPD Implementation Guidance for the Build America, Buy America Act's Buy America Preference" (CPD-25-01), any funds obligated by HUD on or after the applicable listed effective dates, are subject to BABA requirements, unless excepted by a waiver.

**The Build America, Buy America Act (BABA) requires that all iron, steel, manufactured products, and construction materials used for federally funded infrastructure projects are produced in the United States, unless otherwise exempt or subject to an approved waiver. Developer is responsible for documenting compliance and ensuring that all contractors and subcontractors provide the required information to document compliance. Please see MaineHousing's Compliance and Implementation Plan for Build America, Buy America for more information.**

YES  NO

4. Did the Developer complete the Build America, Buy America Construction Material Spreadsheet (Appendix L) prior to CLC and provide it to MaineHousing?

YES  NO

5. Are all of the required certifications for the costs Developer is seeking reimbursement for at CLC attached?

YES  NO

6. Do the loan documents (Loan Agreement, HOME Agreement, HTF Agreement, RHP Agreement, etc.) include BABA language?

YES  NO

7. Did the Developer submit the Construction Material Spreadsheet (Appendix L) with every requisition?

YES

NO

8. Did the Contractors and Subcontracts being paid out of a certain requisition complete the Payment Request Certification Addendum (Appendix K) and provide it to MaineHousing?

YES

NO

9. Did the Developer submit the final Construction Material Spreadsheet (Appendix L) prior to Permanent Loan Closing?

YES

NO

10. Do you have copies of all the Construction Material Spreadsheets (Appendix L)?

YES

NO

11. Has Developer attached proper certifications for each product on the Construction Material Spreadsheets certifying that the products are made in America?

YES

NO

12. Prior to PLC, did Developer execute a Build America, Buy America Self-Certification (Appendix M)?

YES

NO

**If you answered NO to any of the above questions and a waiver does not apply you must go back to the Developer and have the items completed. Please explain corrective actions:**

---

---

---

---

\_\_\_\_\_  
Signature  
Name and Title:

\_\_\_\_\_  
Date