

NSPECT This House
Kentucky Housing Corporation
Rental Housing: Multifamily Management

HFA Staff Contact

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Summary

When the U.S. Department of Housing and Urban Development (HUD) announced in January 2023 that it would switch its inspection standards and protocols in October 2024 from Housing Quality Standards (HQS) and Uniform Physical Condition Standards (UPCS) to National Standards for the Physical Inspection of Real Estate (NSPIRE), Kentucky Housing Corporation's (KHC) Multifamily Asset Management and Compliance team wanted to ensure its staff and partners were prepared for the change.

Partners, landlords and inspectors were familiar with the existing protocols and had come to rely on those standards when preparing a new unit for a tenant or when receiving their biannual review. KHC's inspectors wanted to ensure that everyone understood the new standards and had a chance to not only learn about the changes in standards but to also see examples of potential violations and to ask KHC inspectors questions before they were held to the new standards.

Thus, two programs were born:

- NSPECT This House: A model one-bedroom unit outfitted with 60 compliance violations.
- NSPIRE Crash Course: A three-part YouTube video series covering what an inspector will look for when inspecting a building's exterior, interior and unit.

Together, they offer a multipronged approach to educating KHC staff, partners and interested parties about the new NSPIRE protocols.

Innovative

The brainchild of our managing director of multifamily asset compliance, Joe Prichard, the idea has all of the hallmarks of an NCSHA winner. It uses existing resources to meet a market need, and it has a proven record of success. Moreover, it is highly creative. Rather than sending out a PowerPoint or hosting a webinar, Prichard's team gives partners, landlords and inspectors a hands-on experience. They are able to walk through a unit and see what could be considered a violation and learn what will need to be corrected in 24 hours or 30 days.

With most of Joe's staff spread across the state, he knew that he needed to bring them together to train them on the new standards. With a background in production, he set out making the crash course. He compiled a series of videos broken up into the three main categories – interior, exterior and unit – to give his staff a handy resource as they began learning about NSPIRE, but they needed a hands-on resource.

He began looking for a central spot to train. After the pandemic, KHC sent most of its staff home. With a nearly 80 percent hybrid staff, the corporation has some unused space. While KHC has consolidated most of its staff to its main two buildings, it has a small office space that is mainly used for storage.

Joe and his staff toured the facility and recognized its potential. A large common space that was previously used for book clubs and gatherings could double as a living room. A vacant office with a closet could easily become a bedroom. The single bathroom and kitchenette could round out the space and with enough cosmetic changes inside and out, they could create a hands-on training space for their inspectors.

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It was of little cost to KHC other than sweat labor and the travel cost to and from Frankfort. The space was free. Most of the decorations were in storage, abandoned by people who no longer wanted them in their office. Joe and his staff did the adaptations. They created fake bullet holes for the windows, created damaged ceiling tiles with snow during a cold spell, cracked light switch covers and outlets, removed handicapped railings from the bathroom, “clogged” downspouts with fake leaves and shut off the water in the bathroom and kitchenette.

Knowing that fire safety was an increased focus of NSPIRE protocols, they solicited donations from friends and nearby businesses and received an old dryer and an old water heater to create scenarios that inspectors or property managers may routinely see — clogged vents, exhaust flue issue, and incorrect discharge lines.

When the first group of veteran KHC inspectors arrived in late February, they schooled Joe. He thought he had 50 violations, and they found 60. In March, he trained two more groups and saw how useful it would be for partners.

In mid-April, KHC began advertising the training for property managers, landlords, developers, those who work with tenants or interested parties. In just two weeks (as of April 29), more than 100 people have registered, showing there is clearly a need for and interest in NSPECT This House.

Replicable

Creating a similar model unit would be relatively easy to replicate even if other housing finance agencies did not have a similar space. It could be erected on a smaller scale — in a conference room, a large unused office, in an area with cubicles but not many workers. As long as the HFA could show the violations in the three main areas — the exterior of the building, the interior of the building and the individual rental unit — any space would work.

KHC stores many components of the training in a container when not in use to make the model unit usable throughout the week and to make the training portable, if necessary. KHC’s space also has a conference room adjoining it with a large screen where visitors can watch the three-video Crash Course. Again, it cost nothing to produce those videos, and they are housed on the KHC Training YouTube page. Joe used his existing equipment and technology.

Marketing the program is easy and replicable, too. KHC uses its existing communications devices — the Adobe Suite and Canva to produce the marketing video and flier, MailChimp to create the landing page, TicketTailor to set up the sign-up page, and eGrams (weekly newsletters) to send out the announcement. KHC also purchased five directional signs through GotPrint for a nominal cost to direct visitors to the training location.

The training is completely free and offered as a service to partners and those interested. We have not shared it on social media because there are limited slots available, and we want to ensure all partners who want to can attend. The trainings are only offered on Mondays from 10 a.m. to 2 p.m. for groups of eight. Many homeless services providers have signed up, and KHC has looked at opening more slots, because the available times through July have booked rather quickly.

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Demonstrate Measurable Benefits to Partners

HUD's NSPIRE requirements have been a source of concern for inspectors, partners, and customers. Understandably, they were somewhat surprised and expressed discomfort transitioning to a new set of standards from those that had guided the industry for many years. NSPECT This Home and the NSPIRE Crash Course have given them direction. They reestablish KHC as an invaluable resource and the leader in housing in the state.

Tenants will also receive a benefit. By equipping our inspectors, partners and customers with knowledge about the standards, KHC will ensure that all Kentucky tenants have a safe place to live. And with the help of these new programs, landlords and property managers will be able to learn about the potential violations, have time to fix them, and be compliant by their first NSPIRE inspection. They will no longer have large, unexpected expenses to fix. As a result, they will be able to provide them with quality affordable housing without interruption.

This also builds trust among our property managers and landlords who may sometimes have an adversarial relationship with KHC or resent having to submit to an inspection before offering their rental unit to a voucher holder. This gives landlords and property managers a chance to work with KHC, learn about HUD requirements, see how HUD's rules are objective and applied to all units. They can learn what is expected and ask as many questions as needed in a relaxed environment. They can see the KHC inspection team outside the confines of an inspection and get to know them as people.

Conclusion

These programs address an important state and a national need. Partners and our staff are required to understand the new HUD standards, and giving them hands-on and video instruction will:

- teach them to spot violations in a real environment;
- identify their own deficiencies with regard to the new protocols; and
- enable them to ask any questions and better understand the standards, so they are better prepared for the NSPIRE switch in October 2024.

It was an innovative use of existing resources, which made the project inexpensive, replicable and easy and quick to implement.

With such a strong response — 80 registrants in two weeks — we know it was a necessary training. People wanted some direction about the new standards. This gives them the chance as a team to come and learn together rather than attending a webinar or watching a video, where their attention could easily be pulled in another direction, and they could miss a crucial piece of information. Touring the home in person will allow them to focus on the training, and the Crash Course videos will supplement and reinforce the learning.

Lastly, though most of the items were recycled or donated, the minimal costs that we incurred are far overshadowed by the benefits this has for the housing industry. At the end of the day, this ensures that thousands of Kentuckians will continue to have a safe, decent home in compliance with federal standards and that landlords feel comfortable enough with the regulations, so they continue accepting vouchers. Keeping that stock of quality affordable housing is paramount to KHC, especially when Kentucky is experiencing a housing supply gap, so while this training may seem insignificant, it is helping to accomplish a larger goal.

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Visual Aids and Resources

NSPECT This House Teaser



The [NSPECT This House Teaser](#), runs in our weekly e-newsletter for single and multifamily developers, inspectors, compliance personnel, homeless services and specialized housing partners.

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E-Gram



The graphic features the KHC logo in the top right corner. A green ribbon with the word "NEW" is on the left. The central text reads "NSPECT This House" with "NSPECT" in bold blue and "This House" in a green script font. A magnifying glass icon is positioned over the word "NSPECT". Below the main text, it says "PREMIERES 2024".

Sign Up to NSPECT This House

The U.S. Department of Housing and Urban Development (HUD) is transitioning from Housing Quality Standards (HQS) and Uniform Physical Condition Standards (UPCS) to National Standards for the Physical Inspection of Real Estate (NSPIRE). The changes include an increased focus on fire safety and life-threatening violations, changing some violations to 24-hour or 30-day mandatory fixes, and less objectivity in scoring.

With the quick turnaround impacting everyone, the KHC team felt it would be easier to have a hands-on model where partners could tour a model unit and see potential violations and ask any questions they had before the standards change. As such, KHC has created a one-bedroom apartment to train landlords, property managers, inspectors, and others about the new U.S. Housing and Urban Development (HUD) inspection standards. Tours are available every Monday for groups of three to eight, and you can sign up as an individual or a group.

KHC's team has also created an [NSPIRE crash course](#) with detailed information about the interior, exterior and unit violations.

All of these resources are free.

- [View the overview flier](#)

We started running advertisements in our weekly eGrams on April 18 for NSPECT This House and the Crash Course: <https://us2.campaign-archive.com/?u=3829d29f9e95f6aa657f1c290&id=c83ab767ab>.

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Landing Page



The screenshot shows a web browser window with the URL 'nspire'. The browser's address bar contains several tabs: 'Home - KHC Comm...', 'Dayforce', 'Leadership Team...', 'KHC SharePoint Tra...', 'Prepans Portal', 'JotForm', 'Calendar Admin', 'Commonly Used Ac...', 'Submit Files - Drop...', 'Census - Table Resu...', and 'Custom Folders, Pre...'. The main content area features the KHC logo at the top center, with the tagline 'investing in quality housing solutions.' Below the logo is the heading 'KHC Inspections Are Changing' in green. To the right of the heading is a blue line-art icon of a house with a clipboard and a magnifying glass. The text below the heading explains that the U.S. Department of Housing and Urban Development (HUD) is changing the inspection protocol in October 2024 from Housing Quality Standards (HQS) and Uniform Physical Condition Standards (UPCS) to National Standards for the Physical Inspection of Real Estate (NSPIRE). It also mentions that KHC has created a video series to educate everyone about the new standards and NSPECT This House, a model unit with 60 NSPIRE violations. A blue button labeled 'NSPIRE Crash Course Training' is visible. Below the button, there is a sign-up section for NSPECT This House, including a list of bullet points: '24-hour and 30-day violations' and 'increased focus on fire safety and life-threatening'.

KHC created a landing page for all of the NSPIRE information, including the links to the Crash Course and the NSPECT This House sign up:

- NSPIRE Landing Page: <https://mailchi.mp/kyhousing/nspire>
- NSPIRE Crash Course: <https://www.youtube.com/playlist?list=PL1UURciIA7sNZVdCQvYYM0vX3rU51Svp>
- NSPECT This House sign-up: <https://www.tickettailor.com/events/kentuckyhousingcorporation/1220269>

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Photos



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NEW

INSPECT



This House

PREMIERES 2024

Learn the new HUD NSPIRE
inspection and compliance
protocol in KHC's model unit.



Hosted By

KHC's Multifamily Inspection and Compliance Team



The U.S. Department of Housing and Urban Development (HUD) is changing the inspection protocol in October 2024 from Housing Quality Standards (HQS) and Uniform Physical Condition Standards (UPCS) to National Standards for the Physical Inspection of Real Estate (NSPIRE).

To prepare our staff, landlords and partners, KHC has created NSPECT This House, a model unit with 60 NSPIRE violations.

Sign up to tour the home and learn about the new standards, including:

- 24-hour and 30-day violations
- increased focus on fire safety and life-threatening deficiencies
- new deficiency levels
- scoring calculator for property owners and reps
- more objective standards

Get More Info

Visit our website to sign up to tour KHC's *NSPECT This House* and to watch our NSPIRE Crash Course videos.



NSPIRE HCV/PBV INSPECTION CHECKLIST

PHA: KHC	Address of Unit: 1231 Louisville Road, Frankfort Ky 40601
Family Identifier: t0012345	Owner: John Taxpayer
Any children under 6 reside or expected to reside in the unit? (Y/N): YES	Owner Contact Information: 502-564-7630
Inspector:	Housing Type: Semi Detached
Date of Inspection:	Year Constructed: 1968
Type of Inspection: Initial	Number of Bedrooms: 1

Summary Decision on Unit (Pass/Fail):

Health & Safety Designation	Correction Timeframe (P/F)
LT	Life-Threatening - 24 Hours (Fail)
S	Severe - 30 Days (Fail)
M	Moderate - 30 Days (Fail)
L	Low - N/A (Pass)

*Affirmative Habitability Requirement per 24 CFR 5.703(d) and NSPIRE Final Rule

Mark all that apply:

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Address and Signage	Address, signage, or building identification codes are broken, illegible, or not visible.			M <input checked="" type="checkbox"/>	Illegible numbers
Bathtub and Shower	Only 1 bathtub or shower is present and it is inoperable or does not drain.	S <input type="checkbox"/>	L <input type="checkbox"/>		
	A bathtub or shower is inoperable or does not drain and at least 1 bathtub or shower is present elsewhere that is operational.	M <input type="checkbox"/>	L <input type="checkbox"/>		
	Bathtub component or shower component is damaged, inoperable, or missing such that it may limit the resident's ability to maintain personal hygiene.	M <input checked="" type="checkbox"/>	L <input type="checkbox"/>		No tub/shower
	Bathtub component or shower component is damaged, inoperable, or missing and it does not limit the resident's ability to maintain personal hygiene.	L <input type="checkbox"/>			
	Bathtub or shower cannot be used in private.*	*M <input type="checkbox"/>	M <input type="checkbox"/>		
Cabinet and Storage	Food storage space is not present.*	*M <input type="checkbox"/>			
	Storage component is damaged, inoperable, or missing.	M <input checked="" type="checkbox"/>	L <input type="checkbox"/>		Knobs and doors missing
Call-For-Aid System	System is blocked, or pull cord is higher than 6 inches off the floor.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>		Bedroom blocked; bathroom tied up
	System does not function properly.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>		Bedroom & Bathroom inoperable
Carbon Monoxide	Carbon monoxide alarm is missing, not installed, or not installed in a proper location.*	LT <input checked="" type="checkbox"/>			Over 26 feet from sleeping room
	Carbon monoxide alarm is obstructed.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	Carbon monoxide alarm does not produce an audio or visual alarm when tested.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>		Inoperable in living room
Ceiling	Ceiling has an unstable surface.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Ceiling has a hole.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Mechanical room
	Ceiling component(s) is not functionally adequate.	S <input type="checkbox"/>	S <input type="checkbox"/>		
Chimney	A visually accessible chimney, flue, or firebox connected to a fireplace or wood-burning appliance is incomplete or damaged such that it may not safely contain fire and convey smoke and combustion gases to the exterior.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Chimney exhibits signs of structural failure.			LT <input type="checkbox"/>	

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Clothes Dryer Exhaust Ventilation	Electric dryer transition duct is detached or missing.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	Gas dryer transition duct is detached or missing.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	Electric dryer exhaust ventilation system has restricted airflow.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Dryer transition duct is constructed of unsuitable material.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	Gas dryer exhaust ventilation system has restricted airflow.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Exterior dryer vent cover, cap, or a component thereof is missing.			L <input type="checkbox"/>	
Cooking Appliance	Cooking range, cooktop, or oven does not ignite or produce heat.	S <input type="checkbox"/>	L <input type="checkbox"/>		
	Cooking range, cooktop, or oven component is damaged or missing such that the device is unsafe for use.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Primary cooking appliance is missing.*	*M <input checked="" type="checkbox"/>			No range/microwave present
	A microwave is the primary cooking appliance and it is damaged.	S <input type="checkbox"/>			
	A burner does not produce heat, but at least 1 other burner is present on the cooking range or cooktop and does produce heat.	M <input type="checkbox"/>	M <input type="checkbox"/>		
Door - Entry	Entry door will not open.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door will not close.	S <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door self-closing mechanism is damaged, inoperable, or missing.	S <input type="checkbox"/>	M <input type="checkbox"/>		
	Hole, split, or crack that penetrates completely through entry door.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door is missing.	LT <input type="checkbox"/>	S <input type="checkbox"/>		
	Entry door surface is delaminated or separated.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door frame, threshold, or trim is damaged or missing.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door seal, gasket, or stripping is damaged, inoperable, or missing.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Entry door component is damaged, inoperable, or missing and it does not limit the door's ability to provide privacy or protection from weather or infestation.	L <input type="checkbox"/>	L <input type="checkbox"/>		
	Entry door cannot be secured.	S <input type="checkbox"/>	M <input type="checkbox"/>		
Door - Fire	Fire labeled door does not open.	S <input type="checkbox"/>	S <input type="checkbox"/>		
	Fire labeled door does not close and latch or the self-closing hardware is damaged or missing such that the door does not self-close and latch.	S <input type="checkbox"/>	S <input type="checkbox"/>		
	Fire labeled door assembly has a hole of any size or is damaged such that its integrity may be compromised.	S <input checked="" type="checkbox"/>	S <input type="checkbox"/>		Front entry fire door
	Fire labeled door seal or gasket is damaged or missing.	S <input checked="" type="checkbox"/>	S <input type="checkbox"/>		Front entry fire door
	An object is present that may prevent the fire labeled door from closing and latching or self-closing and latching.	S <input type="checkbox"/>	S <input type="checkbox"/>		
	Fire labeled door cannot be secured.	S <input type="checkbox"/>	M <input type="checkbox"/>		
	Fire labeled door is missing.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
Door - General	A passage door does not open.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	A passage door component is damaged, inoperable, or missing and the door is not functionally adequate.	L <input checked="" type="checkbox"/>	L <input type="checkbox"/>		Bedroom door binds; bedroom door strike missing
	A door that is not intended to permit access between rooms has a damaged, inoperable, or missing	L <input type="checkbox"/>			
	An exterior door component is damaged, inoperable, or missing.			M <input type="checkbox"/>	

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Drain	Drain is fully blocked.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
Egress	Obstructed means of egress.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	Garage Door locked
	Sleeping room is located on the 3rd floor or below and has an obstructed rescue opening.	LT <input type="checkbox"/>			
	Fire escape access is obstructed.	LT <input type="checkbox"/>			
Electrical - Conductor, Outlet, and Switch	Outlet or switch is damaged.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Testing indicates a three-pronged outlet is not properly wired or grounded.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
	Outlet does not have visible damage and testing indicates it is not energized.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	Furnace; bedroom switch; gfc
	Exposed electrical conductor.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input checked="" type="checkbox"/>	mechanical room Bedroom closet light; under kitchen sink; open wires at HVAC disconnect
Electrical - GFCI/AFCI	Water is currently in contact with an electrical conductor.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	GFCI outlet or GFCI breaker is not visibly damaged and the test or reset button is inoperable.	S <input checked="" type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	Mechanical closet
	AFCI outlet or AFCI breaker is not visibly damaged and the test or reset button is inoperable.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
	An unprotected outlet is present within six feet of a water source.*	*S <input checked="" type="checkbox"/>	*S <input type="checkbox"/>	*S <input type="checkbox"/>	Kitchen at microwave shelf
Electrical - Service Panel	Electrical service panel is not readily accessible.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	Hasp and ziptied
	The overcurrent protection device is damaged.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	The overcurrent protection device is contaminated.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
Elevator	Elevator is inoperable.		M <input type="checkbox"/>		
	Elevator door does not fully open and close.		M <input type="checkbox"/>		
	Elevator cab is not level with the floor.		M <input type="checkbox"/>		
	Safety edge device has malfunctioned or is inoperable.		M <input type="checkbox"/>		
Exit Sign	Exit sign is damaged, missing, obstructed, or not adequately illuminated.		LT <input type="checkbox"/>	LT <input type="checkbox"/>	
Fence and Gate	Fence component is missing.			M <input type="checkbox"/>	
	Gate does not open, close, latch, or lock.			M <input type="checkbox"/>	
	Fence demonstrates signs of collapse.			M <input type="checkbox"/>	
Fire Escape	Fire escape component is damaged or missing.			LT <input type="checkbox"/>	
Fire Extinguisher	Fire extinguisher pressure gauge reads over or under-charged.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Fire extinguisher service tag is missing, illegible, or expired.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Fire extinguisher is damaged or missing.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	Entry way
Flammable and Combustible Item	Flammable or combustible item is on or within 3 feet of an appliance that provides heat for thermal comfort or a fuel-burning water heater. OR Improperly stored chemicals.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	Gas can in mechanical room, flammable material on waterheater
Floor	Floor substrate is exposed.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Floor component(s) is not functionally adequate.	M <input type="checkbox"/>	M <input type="checkbox"/>		
Food Preparation	Food preparation area is not present.*	*M <input type="checkbox"/>			
	Food preparation area is damaged or is not functionally adequate.	M <input type="checkbox"/>	M <input type="checkbox"/>		

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Foundation	Foundation is cracked.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	Right end
	Foundation has exposed rebar or foundation is spalling, flaking, or chipping.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Foundation is infiltrated by water.	M <input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	
	Foundation support post, column, beam, or girder is damaged.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Foundation vent cover is missing or damaged.	<input type="checkbox"/>	<input type="checkbox"/>	M <input type="checkbox"/>	
Garage Door	Garage door has a hole.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Garage door does not open, close, or remain open or closed.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
Guardrail	Grab bar is not secure.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	Bathroom toilet area
	Guardrail is missing or not installed.*	*LT <input type="checkbox"/>	*LT <input type="checkbox"/>	*LT <input type="checkbox"/>	
	Guardrail is not functionally adequate.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
Handrail	Handrail is missing.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Handrail is not secure.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Handrail is not functionally adequate.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Handrail is not installed where required.	<input type="checkbox"/>	L <input type="checkbox"/>	L <input type="checkbox"/>	
HVAC	The inspection date is on or between October 1 and March 31 and the permanently installed heating source is not working or the permanently installed heating source is working and the interior temperature is below 64 degrees Fahrenheit.*	*LT <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inoperable--55 degrees
	The inspection date is on or between October 1 and March 31 and the permanently installed heating source is working and the interior temperature is 64 to 67.9 degrees Fahrenheit.*	*S <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Air conditioning system or device is not operational.	M <input type="checkbox"/>	L <input type="checkbox"/>	<input type="checkbox"/>	
	Unvented space heater that burns gas, oil, or kerosene is present.*	*LT <input type="checkbox"/>	*LT <input type="checkbox"/>	<input type="checkbox"/>	
	Combustion chamber cover or gas shutoff valve is missing from a fuel burning heating appliance.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	<input type="checkbox"/>	
	Heating system or device safety shield is damaged or missing.	S <input type="checkbox"/>	S <input type="checkbox"/>	<input type="checkbox"/>	
	The inspection date is on or between April 1 and September 30 and a permanently installed heating source is damaged, inoperable, missing, or not installed.*	*M <input type="checkbox"/>	*M <input type="checkbox"/>	<input type="checkbox"/>	
	Fuel burning heating system or device exhaust vent is misaligned, blocked, disconnected, improperly connected, damaged, or missing.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
The inspection date is on or between October 1 and March 31 and the permanently installed heating source is inoperable.	<input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>		
Infestation	Evidence of cockroaches.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	Bedroom
	Extensive cockroach infestation.	S <input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	
	Evidence of bedbugs.	M <input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	
	Extensive bedbug infestation.	S <input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	
	Evidence of mice.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	Kitchen sink
	Extensive mouse infestation.	S <input type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	
	Evidence of rats.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Extensive rat infestation.	S <input type="checkbox"/>	S <input type="checkbox"/>	<input type="checkbox"/>	
	Evidence of other pests.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	<input type="checkbox"/>	Spiders in bedroom

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Leak - Gas/Oil	Natural gas, propane, or oil leak.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
Leak - Sewage	Blocked sewage system.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
	Leak in sewage system.	S <input type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
	Cap to the cleanout or pump cover is detached or missing.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	Front yard
	Cleanout cap or riser is damaged.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
Leak - Water	Environmental water intrusion.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Over living room window, kitchen & living room
	Plumbing leak.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>	Leak under kitchen sink
	Fluid is leaking from the sprinkler assembly.	M <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>	
Lighting - Auxiliary	Auxiliary lighting is damaged, missing, or fails to illuminate when tested.		S <input type="checkbox"/>	S <input type="checkbox"/>	
Lighting - Exterior	A permanently installed light fixture is damaged, inoperable, missing, or not secure.			M <input checked="" type="checkbox"/>	Right porch light
Lighting - Interior	A permanently installed light fixture is inoperable.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Bedroom closet
	A permanently installed light fixture is not secure.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Bedroom closet
	At least one (1) permanently installed light fixture is not present in the kitchen and bathroom.*	*M <input type="checkbox"/>	*M <input type="checkbox"/>		
Litter	Litter is accumulated in an undesignated area.		M <input type="checkbox"/>	L <input type="checkbox"/>	
Minimum Electrical and Lighting	At least two (2) working outlets are not present within each habitable room. OR At least one (1) working outlet and one (1) permanently installed light fixture is not present within each habitable room.*	*M <input checked="" type="checkbox"/>			Bedroom doesn't have outlet
Mold-Like Substance	Presence of mold-like substance at moderate levels is observed visually.	M <input checked="" type="checkbox"/>	L <input type="checkbox"/>		Living room ceiling two locations
	Presence of mold-like substance at high levels is observed visually.	S <input type="checkbox"/>	M <input type="checkbox"/>		
	Presence of mold-like substance at extremely high levels is observed visually.	LT <input type="checkbox"/>	S <input type="checkbox"/>		
	Elevated moisture level.	M <input type="checkbox"/>	L <input type="checkbox"/>		
Parking Lot	Parking lot has any one pothole that is 4 inches deep and 1 square foot or greater.			M <input type="checkbox"/>	
	Parking lot has ponding.			M <input type="checkbox"/>	
Potential Lead-Based Paint Hazards - Visual Assessment	Paint in a Unit or Inside the target property is deteriorated – below the level required for lead-safe work practices by a lead-certified firm or for passing clearance.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Paint in a Unit or Inside the target property is deteriorated – above the level required for lead-safe work practices by a lead-certified firm and passing clearance.	S <input type="checkbox"/>	S <input type="checkbox"/>		
	Paint Outside on a target property is deteriorated – below the level required for lead-safe work practices by a lead-certified firm or for passing clearance.			M <input type="checkbox"/>	
	Paint Outside on a target property is deteriorated – above the level required for lead-safe work practices by a lead-certified firm and passing clearance.			S <input type="checkbox"/>	
Private Roads and Driveways	Road or driveway access to the property is blocked or impassable for vehicles.			S <input type="checkbox"/>	
	Road or driveway has any one pothole that is 4 inches deep and 1 square foot or greater.			M <input type="checkbox"/>	
Refrigerator	Refrigerator is inoperable such that it may be unable to safely and adequately store food.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Refrigerator component is damaged such that it impacts functionality.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Handle missing
	Refrigerator is missing.*	*M <input type="checkbox"/>			

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Retaining Wall	Retaining wall is leaning away from the fill side.			M <input type="checkbox"/>	
	Retaining wall is partially or completely collapsed.			M <input type="checkbox"/>	
Roof Assembly	Restricted flow of water from a roof drain, gutter, or downspout.			M <input checked="" type="checkbox"/>	Blocked with debris
	Gutter component is damaged, missing, or unfixed.			M <input type="checkbox"/>	
	Roof surface has standing water.			M <input type="checkbox"/>	
	Substrate is exposed.			M <input type="checkbox"/>	
	Roof assembly has a hole.			M <input type="checkbox"/>	
	Roof assembly is damaged.			M <input type="checkbox"/>	
Sharp Edges	A sharp edge that can result in a cut or puncture hazard is present.	S <input checked="" type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	Broken mirror in bedroom
Sidewalk, Walkway, Ramp	Sidewalk, walkway, or ramp is blocked or impassable.			M <input type="checkbox"/>	
	Sidewalk, walkway, or ramp is not functionally adequate.			M <input type="checkbox"/>	
Sink	Sink or sink component is damaged or missing and the sink is not functionally adequate.	M <input type="checkbox"/>	L <input type="checkbox"/>		
	Water is directed outside of the basin.	L <input type="checkbox"/>	L <input type="checkbox"/>		
	Sink is not draining.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Sink is improperly installed, pulling away from the wall, leaning, or there are gaps between the sink and wall.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Sink component is damaged or missing and the sink is functionally adequate.	L <input checked="" type="checkbox"/>	L <input type="checkbox"/>		Bath stopper missing
	Cannot activate or deactivate hot and cold water.*	*M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Cold side bath sink
	Sink is missing or not installed within the primary kitchen.*	*M <input type="checkbox"/>			
Site Drainage	Water runoff is unable to flow through the site drainage system.			L <input type="checkbox"/>	
	Erosion is present.			L <input type="checkbox"/>	
	Grate is not secure or does not cover the site drainage system's collection point.			M <input type="checkbox"/>	
Smoke Alarm	Smoke alarm is not installed where required.*	*LT <input type="checkbox"/>	*LT <input type="checkbox"/>		
	Smoke alarm is obstructed.	LT <input type="checkbox"/>	LT <input type="checkbox"/>		
	Smoke alarm does not produce an audio or visual alarm when tested.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>		Bedroom and mechanical closet
Sprinkler Assembly	Sprinkler head assembly is encased or obstructed by an item or object that is within 18 inches of the sprinkler head.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Sprinkler assembly component is damaged, inoperable, or missing and it is detrimental to performance.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>		Collar missing and inoperable in mechanical closet
	Sprinkler assembly has evidence of corrosion.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
	Sprinkler assembly has evidence of foreign material that is detrimental to performance.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	
Stairs	Tread is missing or damaged.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
	Stringer is damaged.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
Steps and Stairs	Step or stair is not functionally adequate.			M <input type="checkbox"/>	
Structure	Structural system exhibits signs of serious failure.	LT <input type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	

Area	Deficiency Description	Unit	Inside	Outside	Inspector Comments
Toilet	Only 1 toilet was installed, and it is missing.	LT <input type="checkbox"/>	M <input type="checkbox"/>		
	A toilet is missing and at least 1 toilet is installed elsewhere that is operational.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Only 1 toilet was installed, and it is damaged or inoperable.	S <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Inoperable
	A toilet is damaged or inoperable and at least 1 toilet is installed elsewhere that is operational.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Toilet component is damaged, inoperable, or missing such that it may limit the resident's ability to safely discharge human waste.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Toilet is not secured at the base.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Toilet component is damaged, inoperable, or missing and it does not limit the resident's ability to discharge human waste.	L <input type="checkbox"/>	L <input type="checkbox"/>		
	Toilet cannot be used in private.*	*M <input type="checkbox"/>	M <input type="checkbox"/>		
Trash Chute	Chute door does not open or self-close and latch.		M <input type="checkbox"/>		
	Chute is clogged.		M <input type="checkbox"/>		
Trip Hazard	Trip hazard on walking surface.	M <input type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	
Ventilation	Exhaust system does not respond to the control switch.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Bath exhaust inoperable
	Exhaust system has restricted airflow.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Exhaust system component is damaged or missing.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Bathroom does not have proper ventilation or dehumidification.	M <input type="checkbox"/>	M <input type="checkbox"/>		
Wall - Exterior	Exterior wall covering has missing sections of at least 1 square foot per wall.			M <input type="checkbox"/>	
	Exterior wall has peeling paint of 10 square feet or more.			M <input type="checkbox"/>	
	Exterior wall component(s) is not functionally adequate.			M <input type="checkbox"/>	
Wall - Interior	Interior wall has a loose or detached surface covering.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Interior wall component(s) is not functionally adequate.	M <input type="checkbox"/>	M <input type="checkbox"/>		
	Interior wall has a hole that is greater than 2 inches in diameter or there is an accumulation of holes that are cumulatively greater than 6 inches by 6 inches.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Mechanical room
Water Heater	Temperature pressure relief (TPR) valve has an active leak or is obstructed or relief valve discharge piping is damaged, capped, has an upward slope, or is constructed of unsuitable material.	S <input checked="" type="checkbox"/>	S <input type="checkbox"/>	S <input type="checkbox"/>	
	No hot water.	S <input type="checkbox"/>	L <input type="checkbox"/>		
	The relief valve discharge piping is missing or terminates greater than 6 inches or less than 2 inches from waste receptor flood-level.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>	M <input type="checkbox"/>	Discharge line is too short
	Chimney or flue piping is blocked, misaligned, or missing.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	Flue pipe is missing
	Gas shutoff valve is damaged, missing, or not installed.	LT <input checked="" type="checkbox"/>	LT <input type="checkbox"/>	LT <input type="checkbox"/>	Gas shut off is missing
Window	Window will not open or stay open.	M <input type="checkbox"/>	L <input type="checkbox"/>		
	Window cannot be secured.	M <input checked="" type="checkbox"/>	L <input type="checkbox"/>		Living room window
	Window will not close.	S <input type="checkbox"/>	M <input type="checkbox"/>		
	Window component is damaged or missing and the window is not functionally adequate.	M <input checked="" type="checkbox"/>	M <input type="checkbox"/>		Broken glass in living room and bedroom

Note: This checklist is not a standards form and is not required for use. The form or its data should not be submitted to HUD, and will not be collected or maintained by HUD. No PII data should be submitted, nor will it be collected.

The housing authority or owner is responsible for compliance with the HUD NSPIRE Standards per the NSPIRE Final Rule (88 FR 30442) and accompanying Federal Register Notices (88 FR 40832, 88 FR 66882).