

LEED FOR HOMES V2008 AND LEED FOR HOMES MULTI-FAMILY MIDRISE V2010 VERIFICATION AND SUBMITTAL GUIDELINES

These guidelines summarize the verification and submittal requirements for LEED for Homes v2008 and LEED for Homes Multi-Family Midrise v2010 rating systems.

Tables 1.1 and 1.2 summarize the documentation that is required to be submitted to GBCI for a project pursuing certification.

As per standard GBCI oversight process, during the GBCI review, the Reviewer may request to review additional submittals (as per published requirements in table 1.3 below), if they have questions about a particular credit or strategy.

Notes:

i. Energy Model Certification Submittal for Multifamily Midrise Projects:

- Energy Model Information Form (Mandatory): Upload the completed Energy Model Information Form, which is found in the Workbook. This summarizes the key energy features and uses of the building for Prerequisite Minimum Energy Performance & Credit Annual Energy Use.
- Energy Model Input and Output Reports (Mandatory): Upload all input and output reports from the energy modeling software for Prerequisite Minimum Energy Performance & Credit Annual Energy Use.
- Calculations (Mandatory): Energy model calculations for Prerequisite Minimum Energy Performance & Credit Annual Energy Use.
- Narrative of Unique/Unusual Features (Optional): Narrative of unique or unusual features of the energy model for Prerequisite Minimum Energy Performance & Credit Annual Energy Use.

ii. Ventilation Certification Submittal for Multifamily Lowrise and Midrise Projects:

- Minimum Indoor Air Quality Performance Calculator for EQ Prerequisite Ventilation: Include a narrative of what the ventilation system is, as well as calculations demonstrating that ASHRAE 62.1 is met for all non-unit spaces in the building. For a certification batch, provide this for each building.
- It is highly encouraged to submit the above calculations with the *Design-case Energy Model* for early review by GBCI to homescertification@gbci.org. This allows for relevant crosschecks between ventilation calculations and the energy model.

iii. Credit-specific Verification and Submittals

Table 1.1 and 1.2 outline the specific verification and submittals for each prerequisite and credit. The chart represents what the Project Team is required to submit to the Verification Team, what the Verification Team must verify for each credit and prerequisite, and the documents the Verification Team is required to submit to GBCI. LEED Calculators and workbooks should not be converted to a PDF, they must be submitted in the same file type in which they are published by USGBC.

KEY TERMS:

Multifamily: low rise and midrise

Multifamily Midrise: only multifamily midrise projects

Homes: single family and low rise

Single-family: attached and detached

Otherwise: all project buildings

Group Projects: development/subdivision-wide submittals

Summary Table 1.1: LEED for Homes v2008
(Single Family and Multifamily Lowrise)

ITEMS TO SUBMIT TO GBCI	
Completed LEED for Homes workbook	Per unique building
Signed Accountability Forms	
Completed Durability Risk Evaluation Form	
Signed and Completed Durability Inspection Checklist	
Workbook Signature Page	
Outdoor Water Use Calculator (if pursuing SS 2.5/WE 2.3)	
Multi-home or Multi-building page (if applicable)	
Minimum Indoor Air Quality Performance Calculator (for multi-family lowrise - refer to page 1 for details)	Per building OR Development
Sampling Tracking Form (if applicable)	
COI (if any conflict exists)	

Summary Table 1.2: LEED for Homes Multi-Family Midrise v2010

ITEMS TO SUBMIT TO GBCI	
Completed LEED for Homes workbook	Per unique building
Signed Accountability Forms	
Completed Durability Risk Evaluation Form	
Signed and Completed Durability Inspection Checklist	
Workbook Signature Page	
Outdoor Water Use Calculator (if pursuing SS 2.5/WE 2.3)	
Multi-home or Multi-building page (if applicable)	
Energy model reports (refer to page 1 for details)	Per Building
Minimum Indoor Air Quality Performance Calculator (refer to page 1 for details)	
Sampling Tracking Form (if applicable)	Per building OR Development
COI (if any conflict exists)	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
Innovative Design			
ID 1.1 Preliminary Rating	None	Participate in the Preliminary Rating.	None
ID 1.2 Integrated Project Team - Homes	List of project team members, capabilities, and meeting dates.	Confirm list of project team members, capabilities, and meeting dates.	None
ID 1.2 Energy Expertise - Multifamily Midrise	List of individual(s) and experience with energy systems and energy modeling.	Verify individual(s) and experience of project team's expert on energy systems and energy modeling.	None
ID 1.3 Prof. Credentialed with Respect to LEED for Homes	Evidence that a principal member of the project team earned the LEED AP Homes credential prior to the preliminary rating.	Verify that a principal member of the project team is a LEED AP Homes, and verify that the credential was received prior to the preliminary rating.	None
ID 1.4 Design Charrette	Charrette date, location, participants, and duration.	Participate in the design charrette; OR	None
		Verify charrette date, location, participants, and duration.	
ID 1.5 Building Orientation for Solar Design	Calculations or simulations for glazing area, east-west axis orientation, south-facing roof area, and seasonal shading.	Verify calculations or simulations for glazing area, south-facing roof area, building orientation, and seasonal shading; AND	None
		Conduct on-site verification installed elements used to satisfy credit requirements, such as trees, overhangs, awnings, etc.	
ID 1.6 Trades Training - Multifamily Midrise	None	Participate in 8 hours of training with principals of plumbing, mechanical, and insulation contractors.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
ID 2.1 Durability Planning	Contract documents (specifications, scopes of work) with all relevant durability measures indicated.	Collect completed Durability Risk Evaluation Form prior to construction; AND	Completed Durability Risk Evaluation Form
	Completed Durability Risk Evaluation Form, prior to construction.	Conduct on-site verification installed indoor moisture control measures; AND	
	Completed, signed durability inspection.	Verify that measures listed in checklist appear in contract documents.	
ID 2.2 Durability Management	Completed, signed durability inspection checklist, prior to construction; OR	Collect signed, completed durability inspection checklist or comparable documents from the builder quality management plan prior to construction.	None
	Quality management plan, prior to construction.		
ID 2.3 Third-Party Durability Management Verification	None	Conduct on-site verification that at least 18 total strategies are listed in the durability inspection checklist and are installed in the building, including at least 3 per medium or high risk area; AND	None
		Initial the durability inspection checklist for each verified strategy.	
ID 3 Innovative Design	Detailed Innovative Design Request; AND	Review the innovative design request and conduct on-site verification that all elements are installed in the building; AND	Signed Accountability Form
	Signed Accountability Form.	Collect the signed Accountability Form.	
Location & Linkages			
LL 1 LEED for Neighborhood Development	Evidence that the building has successfully passed Stage 2 of the LEED for Neighborhood Developments certification.	Verify that the building is part of a LEED for Neighborhood Development community that has successfully passed Stage 2 of the LEED-ND process.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
LL 2 Site Selection	Site plan, floodplain maps, soil data maps.	Verify site plan, floodplain maps, soil data maps, or other supporting verification materials; AND Collect the signed Accountability Form.	Signed Accountability Form
LL 3.1 Edge Development	Calculation of development area along site perimeter.	Verify calculations of development along site perimeter; OR Conduct on-site verification that at least 25% of the lot borders previously developed land.	None
LL 3.2 Infill	Calculations of development area along site perimeter.	Verify calculations of development along site perimeter; OR Conduct on-site verification that at least 75% of the lot borders previously developed land.	None
LL 3.3 Previously Developed - Homes	Historical documents, maps, or comparable evidence of previous development.	Conduct on-site verification of existing infrastructure (e.g. foundation footings, etc.); OR Verify historical documents, maps, or comparable evidence of previous development.	None
LL 3.3 Brownfield Redevelopment - Multifamily Midrise	Historical documents, maps, or comparable evidence that demonstrates the project is on a contaminated or brownfield site.	Verify documentation that demonstrates the project is on a contaminated or brownfield site.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
LL 4 Existing Infrastructure	Maps or comparable evidence of water and sewer infrastructure within ½ mile of the building.	Conduct on-site verification of water and sewer infrastructure within ½ mile of the building; OR	None
		Verify maps or comparable evidence of water and sewer infrastructure within ½ mile of the building.	
LL 5 Community Resources	Lists or maps of community resources within ¼ mile or ½ mile walking distance of the building. OR Homes: Transit schedules and calculations of transit rides.	Verify lists or maps of community resources within ¼ mile or ½ mile walking distance of the building; OR	None
		Homes: Verify transit schedules and calculations of transit rides within ½ mile of the building; OR	
		Conduct on-site verification of community resources.	
LL 6 Access to Open Space	Maps and calculations of publicly accessible open space of at least ¾ acre within ½ mile of the building.	Verify maps and calculations of publicly accessible open space of at least ¾ acre within ½ mile of the building; OR	None
		Conduct on-site verification of publicly accessible open space of at least ¾ acre within ½ mile of the building.	
Sustainable Sites			
SS 1.1 Erosion Controls	None	Conduct on-site verification that all applicable erosion control measures are installed.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 1.2 Minimize Disturbed Area of Site	Tree and plant preservation plan and/or site drawings; AND	For parts (a) and (c), verify tree and plant preservation plan and/or site drawings; AND	None
		For parts (a) and (c), conduct on-site verification that “no-disturbance” zones are marked and not disturbed;	
	For part (b), calculations of buildable lot area left undisturbed;	For part (b), verify calculations of buildable lot area left undisturbed;	
	For part (d), calculations of average housing density.	For part (d), verify calculations of average housing density.	
SS 2.1 No Invasive Plants	List of installed trees and plants; AND	Use a list of installed plants provided by the project team and a list of invasive plants created by a third-party entity (e.g. agricultural cooperative extension) to verify that none of the installed plants are on the list of invasive plants; AND	Signed Accountability Form
	List of invasive trees and plants created by a third-party entity (e.g. agricultural cooperative extension).	Collect the signed Accountability Form.	
SS 2.2 Basic Landscape Design	If turf is installed, list of drought-tolerant turf species.	Conduct on-site verification that turf is not installed in densely shaded or sloped areas; AND	Signed Accountability Form
		Conduct on-site verification that compacted soil has been tilled; AND	
		Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 2.3 Limit Conventional Turf	Site plans or calculations of percentage turf installed.	Verify site plans or calculations of percentage turf installed; AND	Signed Accountability Form
		Conduct on-site verification of limited conventional turf, as per the calculations provided; AND	
		Collect the signed Accountability Form.	
SS 2.4 Drought Tolerant Plants	Site plans or calculations of drought-tolerant plants installed; AND	Verify site plans or calculations of drought-tolerant plants installed; AND	Signed Accountability Form
	List of installed plants; AND	Use a list of installed plants provided by the project team and a list of drought-tolerant plants created by a third-party entity (e.g. agricultural cooperative extension) to verify that installed plants are drought tolerant; AND	
	List of drought-tolerant plants created by a third-party entity (e.g. agricultural cooperative extension).	Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 2.5 Reduce Overall Irrigation Demand by at Least 20%	Site plans delineating zones, and calculations of zone areas; AND	Collect and submit outdoor water use calculation to GBCI for review; AND	Outdoor water use calculation, using LEED for Homes methodology and calculator; AND
	List of installed plants; AND	If drought-tolerant plants are claimed (i.e., a zone is described with a species factor [Ks] less than 0.4), use a list of installed plants provided by the project team and a list of drought-tolerant plants created by a third-party entity (e.g. ag. cooperative extension) to verify that installed plants in that zone are drought-tolerant; AND	
	If drought-tolerant plants are claimed (i.e., a zone is described with a species factor [Ks] less than 0.4), list of drought-tolerant plants created by a third-party entity (e.g. agricultural cooperative extension); AND	Conduct on-site verification of any water-saving items identified in the calculation, including high-efficiency irrigation measures and high/low shading conditions; AND	Signed Accountability Form
	Product literature, labels, etc. for any high-efficiency irrigation system components; AND	Verify that the calculation was performed by a qualified individual (e.g., certified or licensed landscape architect); AND	
Credentials for qualified landscape professional (e.g., certifications, licenses, higher education).	Verify that an Accountability Form has been signed by the responsible party.		

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 3 Reduce Local Heat Island Effects - Homes AND SS 3.1 Reduce Site Heat Island Effects - Multifamily Midrise	For part (b), specifications or test results demonstrating the SRI value (if applicable). Calculations or estimates related to shaded and/or high-albedo areas.	For part (a), conduct on-site verification of trees and plantings installed to provide shade; For part (b), verify specifications or test results demonstrating the SRI value (if applicable); AND For part (b), conduct on-site verification of high-albedo sidewalks, patios, and driveways; Verify calculations or estimates related to shaded and/or high-albedo areas. For all parts, collect the signed Accountability Form.	Signed Accountability Form
SS 3.2 Reduce Roof Heat Island Effects - Multifamily Midrise	Calculations or estimates related to cool roofing. Specifications or test results demonstrating the SRI value (if applicable).	Verify calculations or estimates related to cool roofing; AND Verify specifications or test results demonstrating the SRI value (if applicable); AND Conduct on-site verification of cool roofing; AND Verify that an Accountability Form has been signed by the responsible party.	Signed Accountability Form
SS 4.1 Permeable Lot	Calculations of percent permeable elements.	Verify calculations of percent permeable elements; AND Conduct on-site verification of permeable elements (e.g. permeable paving, designed infiltration features); AND Collect the signed Accountability Form.	Signed Accountability Form

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 4.2 Permanent Erosion Controls	For part (b), site plans or list of trees, shrubs, and groundcover area.	For part (a), conduct on-site verification of installed terraces and/or retaining walls; For part (b), verify site plans or list of trees, shrubs, and groundcover area; AND For part (b), conduct on-site verification of installed trees, shrubs, and groundcover area.	None
SS 4.3 Management of Runoff from Roof - Homes	None	For part (a), conduct on-site verification of designed infiltration features; For parts (b) and (c), conduct on-site verification of vegetated roof; For part (d), conduct on-site verification of design element for managing run-off; AND For part (d), collect the signed Accountability Form.	For part (d), signed Accountability Form
SS 4.3 Stormwater Quality Control - Multifamily Midrise	Calculations and documentation that stormwater quality plan will capture 90% of the water from an average rainfall and remove 80% of the average annual post development total suspended solids.	Verify calculations and documentation that stormwater quality plan will capture 90% of the water from an average rainfall and remove 80% of the average annual post development total suspended solids; AND Conduct on-site verification of designed stormwater capture and treatment features; Collect the signed Accountability Form.	Signed Accountability Form

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 5 Pest Control Alternatives	None	<p>For part (a), conduct on-site verification that all siding, trim, and exterior framing is at least 12 inches above soil;</p> <p>For part (b), conduct on-site verification that external penetrations are sealed, and corrosion-proof screens and covers are installed;</p> <p>For part (c), conduct on-site verification no wood-to-concrete connections, except as separated by metal or plastic dividers;</p> <p>For part (d), conduct on-site verification that all plants are installed at least 24" from the building;</p> <p>For part (e), verify that the building is located in a "moderate to heavy" or "very heavy" termite risk area; AND</p> <p>For part (e), conduct on-site verifications that all applicable measures (e.g. borate treatment, diatomaceous earth barrier) are installed.</p>	None
SS 6 Compact Development	Calculations of average housing density.	Verify calculations of average housing density.	None
SS 7.1 Public Transit - Multifamily Midrise	Transit schedules and calculations of transit rides.	Verify transit schedules and calculations of transit rides within ½ mile of the building.	None
SS 7.2 Bicycle Storage - Multifamily Midrise	Calculations of number of spaces needed to store a bicycle for at least 15% of the building occupants.	<p>Verify calculations of number of spaces needed to store a bicycle for at least 15% of the building occupants; AND</p> <p>Conduct on-site verification that covered bicycle storage has been installed.</p>	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
SS 7.3 Parking Capacity/Low Emitting and Fuel Efficient Vehicles - Multifamily Midrise	Calculations and documentation of the total vehicle parking capacity;	Verify calculations and documentation of the total vehicle parking capacity; AND	None
		For part (a), conduct on-site verification of the presence of low-emitting and fuel efficient vehicles of total vehicle parking capacity, and preferred parking for them;	
		For part (b), conduct on-site verification of at least 50% of total vehicle parking capacity is preferred parking for low-emitting and fuel efficient vehicles;	
		For part (c), conduct on-site verification of alternative-fuel refueling stations for at least 3% of total vehicle parking capacity; OR	
	Documentation of the minimum local zoning requirements for parking capacity.	For part (d), verify documentation of the minimum local zoning requirements for parking capacity; AND	
		For part (d), conduct on-site verification that minimum local zoning requirements for parking capacity were not exceeded; AND	
		For part (d), conduct on-site verification of infrastructure to encourage shared vehicle usage;	
		For part (e), conduct on-site verification that no new parking infrastructure is provided.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
Water Efficiency			
WE 1.1 Rainwater Harvesting System - Homes	Calculations related to rainwater harvest area and storage system capacity.	Verify calculations related to rainwater harvest area and storage system capacity; AND	None
		Verify that the rainwater harvesting system and associated storage cistern has been installed.	
WE 1.2 Graywater Reuse System - Homes	If graywater is collected from faucets and other sources, calculations related to graywater collection.	Verify calculations related to graywater system capacity; AND	None
		Verify that the graywater reuse system has been installed.	
WE 1.3 Use of Municipal Recycled Water System - Homes	None	Verify that the irrigation system is plumbed only to a municipal recycled water system.	None
WE 1 Water Reuse - Multifamily Midrise	Calculations of total water demand and the percent diverted.	Verify calculations of total water demand and the percent diverted; AND	Signed Accountability Form
		Conduct on-site verification that the rainwater harvesting system and associated storage cisterns have been installed; OR	
		Conduct on-site verification that the graywater reuse system has been installed; OR	
		Conduct on-site verification that the irrigation system is plumbed to a municipal recycled water system; AND	
		Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
WE 2.1 High-Efficiency Irrigation System	For part (a), information about the EPA Water Sense certified pro.	Conduct on-site verification that installed high-efficiency irrigation measures meet the requirements, using product literature, labels, etc.; AND	For parts (b), (d), (f), (g), (h), (i), (j), (k), signed Accountability Form
	For parts (b), (d), (e), (f), irrigation system design plans;		
	For parts (g), (i), and (k), product literature, labels, etc.	Collect the signed Accountability Form.	
WE 2.2 Third-Party Inspection - Homes	None	Conduct on-site verification that the irrigation system is operating, as per the steps identified in the Rating System.	If not done by Green Rater, signed Accountability Form
WE 2.2 Reduce Overall Irrigation Demand by at Least 45% - Multifamily Midrise AND WE 2.3 Reduce Overall Irrigation Demand by at Least 45% - Homes	Site plans delineating zones, and calculations of zone areas; AND	Collect and submit outdoor water use calculation to GBCI for review; AND	Outdoor water use calculation, using LEED for Homes methodology and calculator; AND
	List of installed plants; AND	If drought-tolerant plants are claimed (i.e., low species factors are claimed), use a list of installed plants provided by the project team and a list of drought-tolerant plants created by a third-party entity (e.g. ag. cooperative extension) to verify that installed plants are drought-tolerant; AND	
	If drought-tolerant plants are claimed (i.e., low species factors are claimed), list of drought-tolerant plants created by a third-party entity (e.g. agricultural cooperative extension); AND	Conduct on-site verification of any water-saving items identified in the calculation, including high-efficiency irrigation measures and high/low shading conditions; AND	Signed Accountability Form
	Product literature, labels, etc. for any high-efficiency irrigation system components; AND	Verify that the calculation was performed by a qualified individual (e.g., certified or licensed landscape architect); AND	
Credentials for qualified landscape professional (e.g., certifications, licenses, higher education).	Verify that an Accountability Form has been signed by the responsible party.		

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
WE 3 High- / Very High-Efficiency Fixtures	Product literature, labels, etc. for toilets, showerheads, and/or lavatory faucets.	Conduct on-site verification that high-efficiency toilets, showerheads, and/or faucets are installed, using manufacturer specification sheets where necessary.	None
Energy & Atmosphere			
EA 1 Optimize Energy Performance - Homes	None, although supporting verification materials may be needed for ENERGY STAR for Homes.	Verify HERS Index from the "Energy Star Home" report created by a qualified Energy Rater.	None
EA 1.1 Minimum Energy Performance - Multifamily Midrise	Energy modeling information form.	Submit the energy modeling information form, as early as possible (see page 1 for details), for approval by GBCI; AND Verify that energy modeling has been approved by GBCI prior to certification.	Energy modeling information form, as early as possible (see page 1 for details).
EA 1.2 Testing and Verification - Multifamily Midrise	Documentation that all of the EPA Multi-Family High-Rise Program Testing and Verification protocol requirements were met by a qualified 3rd party.	Verify documentation that all of the EPA Multi-Family High-Rise Program Testing and Verification protocol requirements were met by a qualified 3rd party; OR Conduct on-site verification of all EPA Multi-Family High-Rise Program Testing and Verification protocol requirements.	None
EA 1.3 Optimize Energy Performance - Multifamily Midrise	None	Verify that energy modeling, and the percent improvement above baseline, has been approved by GBCI prior to certification; AND Conduct on-site verification of all measures awarded credit for improvement above baseline not specifically called out by EPA Multi-Family High-Rise Program Testing and Verification protocol requirements.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
EA 2 Insulation - Homes	Product literature, labels, etc. for insulation products.	Conduct on-site verification that insulation is installed to Grade I or Grade II specifications of the National Home Energy Rating System; AND Conduct on-site verification that installed insulation meets or exceeds the R-value requirements in IECC 2004.	None
EA 3 Air Infiltration - Homes	None	Verify envelope leakage test results conducted by a qualified Energy Rater, or USGBC/GBCI-approved alternative, according to the procedures set forth in the National Home Energy Rating System Standards.	None
EA 4 Windows - Homes	Calculations related to skylight and window area; AND Product literature, labels, etc. for skylights (if applicable); AND Product literature, labels, etc. for windows.	Conduct on-site verification that installed skylight area does not exceed 3% of conditioned floor area; AND Conduct on-site verification that installed skylights are ENERGY STAR labeled; AND Verify calculation of the window-to-floor area ratio; AND Conduct on-site verification that installed windows meet the U-value and SHGC specifications in the prerequisite and/or credits.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
EA 5 Heating and Cooling Distribution System - Homes	<p><u>Forced-Air Systems</u> Product literature, labels, etc. for ductwork insulation.</p>	<p><u>Forced-Air Systems</u> Conduct on-site verification that installed distribution system is fully ducted; AND</p>	None
		<p>Conduct on-site verification that installed ductwork located in unconditioned spaces is insulated with R-6 or greater insulation; AND</p>	
		<p>Verify duct leakage test results conducted by a qualified Energy Rater, or USGBC/GBCI-approved alternative, according to the procedures set forth in the National Home Energy Rating System Standards; OR</p>	
		<p>For EA 5.3, part (b), conduct on-site verification that installed air handler unit and ductwork is located within conditioned envelope and Conduct on-site verification envelope leakage test results conducted by a qualified Energy Rater, or USGBC/GBCI-approved alternative (see EA 3.3).</p>	
	<p><u>Radiative Systems</u> Product literature, labels, etc. for pipe insulation.</p>	<p>For EA 5.3, part (c), conduct on-site verification that installed air handler unit and ductwork is located visibly within conditioned spaces.</p>	
		<p><u>Radiative Systems</u> For EA 5.1, conduct on-site verification that R-3 insulation is installed around all distribution pipes in unconditioned spaces;</p>	
<p>For EA 5.2, conduct on-site verification that the entire heating and distribution system is located within the conditioned envelope; For EA 5.3, conduct on-site verification that an outdoor reset control is installed.</p>			

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
EA 6 Space Heating and Cooling Equipment - Homes		Collect calculations related to HVAC sizing and design (e.g. Manual J); AND	None
		Review the calculations to ensure each of the following are accurate:	
		Outdoor temperatures are the 99.0% design temperatures as published in the ASHRAE Handbook of Fundamentals for the building's location or most representative city for which design temperature data are available. A higher outdoor air design temperature may be used if it represents prevailing local practice by the HVAC industry and reflects extreme climate conditions that can be documented with recorded weather data;	
		Indoor temperatures shall be 75 F for cooling;	
	Product literature, labels, etc. for HVAC equipment; AND	Infiltration rate shall be selected as "tight", or the equivalent term; AND	Signed Accountability Form
	Product literature, labels, etc. for programmable thermostats.	Conduct on-site verification that installed HVAC equipment meets the efficiency requirements, using product literature, labels, etc.; AND	
	Conduct on-site verification that an ENERGY STAR labeled programmable thermostat is installed; AND Collect the signed Accountability Form.		

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
EA 7.1 Efficient Hot Water Distribution	Plumbing layout plans.	For part (a), conduct on-site verification that the installed system includes push button controls and automatic pump shut-off controls (for each unit); AND	Signed Accountability Form
		For all parts, conduct on-site verification that the installed hot water distribution system (for each unit) meets the requirements for insulation, plumbing run lengths, pipe diameter; AND	
		Collect the signed Accountability Form.	
EA 7.2 Pipe Insulation	Product literature, labels, etc. for pipe insulation.	Conduct on-site verification that R-4 insulation is installed around all hot water distribution piping.	None
EA 7.3 Efficient DHW Equipment - Homes	Product literature, labels, etc. for water heater; AND	Conduct on-site verification that the installed water heating system meets the efficiency requirements, using product literature, labels, etc.; AND	None
	Calculations related to percentage of hot water loads met by the solar system (if applicable).	If a solar water heater is installed, verify calculations related to percentage of hot water loads met by the solar system.	
EA 8.1 ENERGY STAR Lights - Homes	Product literature, labels, etc. for lighting fixtures or lamps.	Conduct on-site verification that at least four ENERGY STAR lights are installed in the building.	None
EA 8.2 Improved Lighting - Homes	Product literature, labels, etc. for lighting fixtures or lamps.	For part (a), conduct on-site verification that at least seven total ENERGY STAR lights are installed in the building; AND	None
		For (b), conduct on-site verification that all exterior lighting includes motion sensors or photovoltaic cells.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
EA 8.3 Advanced Lighting Package - Homes	Calculations related to the number / percentage of ENERGY STAR lights in the building; AND	Verify calculations related to the number / percentage of ENERGY STAR lights in the building; AND	None
	Product literature, labels, etc. for lighting fixtures or lamps.	Conduct on-site verification that ENERGY STAR lights are installed in the building.	
EA 9 Appliances - Homes	Product literature, labels, etc. for appliances.	Conduct on-site verification that all installed appliances meet the efficiency requirements, using product literature, labels, etc.	None
EA 10 Renewable Energy System - Homes	Calculations related to the percentage of the annual reference electric load supplied by the renewable system; AND	Verify calculations related to the percentage of the annual reference electric load supplied by the renewable system; AND	Signed Accountability Form
	Product literature, labels, etc. for renewable energy system.	Conduct on-site verification that the renewable energy system has been installed; AND	
		Collect the signed Accountability Form.	
EA 11.1 Refrigerant Charge Test	Startup checklist or other materials provided by HVAC contractor related to refrigerant charge test.	Observe the refrigerant charge test being conducted on all applicable HVAC systems; OR	None
		Verify startup checklist, test results, or other materials provided by HVAC contractor.	
EA 11.2 Appropriate HVAC Refrigerants	For parts (b) and (c), product literature, labels, etc. for cooling system(s).	For part (a), conduct on-site verification that no refrigerants are installed; OR	None
		For parts (b) and (c), verify that the refrigerant satisfies the requirements, using product literature, labels, etc.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
Materials & Resources			
MR 1.1 Framing Order Waste Factor Limit	Calculations related to the framing order waste factor.	Verify that framing order waste calculations are completed and the estimated waste factor does not exceed 10%.	None
MR 1.2 Detailed Framing Documents	Detailed framing documents that include the specific location, spacing, and sizes of all framing members.	Verify detailed framing documents that include the specific location, spacing, and sizes of all framing members.	None
MR 1.3 Detailed Cut List & Lumber Order	Detailed framing cut list.	Verify detailed framing cut list; AND	None
	Detailed framing lumber order.	Verify detailed framing lumber order.	
MR 1.4 Framing Efficiencies	None	Conduct on-site verification of efficient framing measures throughout exterior framing of the building.	None
MR 1.5 Off-site Fabrication	None	Conduct on-site verification that all roof, floor, and exterior wall components are panelized or otherwise prefabricated. SIP panels do not qualify unless delivered precut.	None
MR 2.1 FSC Certified Tropical Wood	Written notice to wood suppliers and vendors; AND	Verify the notice to wood suppliers and vendors; AND	Signed Accountability Form
	Information from suppliers and vendors on the origin of wood products.	Verify no wood used in the project is from a tropical country, unless FSC-certified, using information provided by suppliers and vendors; AND	
		Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
MR 2.2 Environmentally Preferable Products	For parts (a) and (b), product literature, labels, etc. for each installed component; AND/OR	For parts (a) and (b), conduct on-site verification that the installed components satisfy the specific credit requirements (e.g. recycled content, reclaimed content), using product literature, labels, etc.; AND	Signed Accountability Form
	For part (c), product literature, letters from manufacturers or suppliers, etc. for each installed component indicating that materials were harvested/extracted, processed, and manufactured within 500 miles of the project.	For part (c), conduct on-site verification that the installed components meet the definition of local production, using product literature, letters from manufacturers or suppliers, etc.; AND	
	Collect the signed Accountability Form.		
MR 3.1 Construction Waste Management Planning	Calculations of construction waste diversion rates AND	Verify that the project team has investigated local waste diversion options, using documentation or discussions; AND	None
	Waste hauling tags or tickets.	Verify calculations of construction waste diversion rate based on project team estimates or waste hauling documents.	
MR 3.2 Construction Waste Reduction	Calculations of construction waste diversion rates; AND	Verify calculations of construction waste reduction or diversion rate based on project team estimates or waste hauling documents.	None
	Waste hauling tags or tickets.		

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
Indoor Environmental Quality			
IEQ 1 ENERGY STAR with Indoor Air Package - Homes	None, although supporting verification materials may be needed for ENERGY STAR for Homes with Indoor Air Package.	Verify "Energy Star Home with Indoor airPLUS" report created by a qualified Energy Rater.	None
IEQ 2 Basic Combustion Venting Measures AND IEQ 2.1 Basic Combustion Venting Measures	Product literature, labels, etc. for stoves and fireplaces (if applicable).	Conduct on-site verification that no unvented combustion appliances are installed; AND Conduct on-site verification that carbon monoxide monitors/sensors are installed on each floor and in every unit; AND If fireplaces or woodstoves are installed, conduct on-site verification that each fireplace or woodstove has doors or a seal; AND If combustion space or water heating equipment is installed, conduct on-site verification that it is installed with closed combustion or power-vented exhaust, or it is located in a detached building or open-air facility.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 2.2 Enhanced Combustion Venting Measures - Homes	If masonry heater installed, information on the design of the unit.	For masonry heaters, verify masonry heater design; AND	Signed Accountability Form, if masonry heater is installed.
	Product literature, labels, etc. for wood stoves and fireplaces (if applicable).	For masonry heaters, collect signed Accountability Form;	
		For fireplaces, fireplace inserts, or stoves, conduct on-site verification that the installed product meets the credit requirements using product literature, labels, etc. EPA certification may be verified at www.epa.gov/woodstoves/index.html . AND	
IEQ 3 Moisture Load Control	Calculations related to latent capacity to maintain relative humidity at or below 60%.	For best practice with wood-burning fireplaces, inserts, stoves, and masonry heaters, verify that back-draft calculations are completed.	None
		Verify that calculations related to latent capacity are completed (for each unique unit type); AND Conduct on-site verification that a dehumidification system or HVAC system with additional dehumidification controls is installed (in each unit).	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 4.1 Basic Outdoor Air Ventilation - Homes	For part (a), calculations demonstrating that the site has fewer than 4,500 infiltration degree days.	For part (a), verify that the home is built in a climate with fewer than 4,500 infiltration degree days;	Signed Accountability Form
	For parts (b) and (c), calculations related to ventilation air flows.	For parts (b) and (c), verify calculations related to ventilation air flows; AND	
		For parts (b) and (c), conduct on-site verification of the installed ventilation system;	
	For part (d), calculations, modeling results, on-site test results, or something equivalent that demonstrates that the proposed design will meet the ventilation air flow requirements in ASHRAE Std. 62.2, above and beyond natural infiltration rates assumed by the Standard.	For part (d), verify calculations, modeling results, on-site test results, or something equivalent that demonstrates that the proposed passive design will meet the ventilation air flow requirements in ASHRAE Std. 62.2, above and beyond natural infiltration rates assumed by the Standard. Verification of design features (e.g. windows) is not sufficient; AND	
	For all parts, collect the signed Accountability Form.		

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 4.1 Basic Outdoor Air Ventilation - Multifamily Midrise	For parts (a) and (b), calculations related to ventilation air flows. Also, calculations, modeling results, on-site test results, or something equivalent that demonstrates that the proposed design will meet the ventilation air flow requirements in ASHRAE Std. 62.2, above and beyond natural infiltration rates assumed by the Standard.	For parts (a) and (b), verify calculations related to ventilation air flows for each unique unit type; AND	Signed Accountability Form
		For parts (a) and (b), conduct on-site verification of the installed ventilation system; AND	
		For parts (a) and (b), verify calculations, modeling results, on-site test results, or something equivalent that demonstrates that the proposed passive design will meet the ventilation air flow requirements in ASHRAE Std. 62.2, above and beyond natural infiltration rates assumed by the Standard. Verification of design features (e.g. windows) is not sufficient; AND	
		For all parts, collect the signed Accountability Form.	
IEQ 4.2 Enhanced Outdoor Air Ventilation - Homes	For part (a), calculations demonstrating that the site has fewer than 4,500 infiltration degree days; AND	For part (a), verify that the home is built in a climate with fewer than 4,500 infiltration degree days; AND	For part (a), signed Accountability Form
	For part (a), calculations related to ventilation air flows.	For part (a), verify calculations related to ventilation air flows; AND	
	For part (b), product literature, labels, etc. For ERV or HRV.	For part (a), conduct on-site verification installed ventilation system; AND	
	For part (a), collect the signed Accountability Form;	For part (b), conduct on-site verification that a lab-certified heat recovery ventilator or energy recovery ventilator is installed.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 4.2 Enhanced Outdoor Air Ventilation - Multifamily Midrise	None	Conduct on-site verification that a lab-certified heat recovery ventilator or energy recovery ventilator is installed.	None
IEQ 4.3 Third-party Performance Testing	None	Test the ventilation air flow rates and verify that the requirements of ASHRAE Std. 62.2 are met (in each unit); OR In exhaust-only ventilation systems, test flow rate out (of each unit) or conduct air flow tests to confirm minimal back-pressure; Verify that the ventilation air flow rates tested by a qualified Energy Rater, or USGBC/GBCI-approved alternative, meet the requirements in ASHRAE Std. 62.2.	None
IEQ 5.1 Basic Local Exhaust	Product literature, labels, etc. for bathroom exhaust fans.	Conduct on-site verification that kitchen and bathroom exhaust systems are installed that satisfy the requirements of ASHRAE Std. 62.2; AND Conduct on-site verification that kitchen and bathrooms exhaust systems are exhausted directly to the outdoors; AND Conduct on-site verification that any single-port bathroom exhaust fans that are installed are ENERGY STAR labeled; Multifamily Midrise: For part (e), verify that all local exhaust systems for all spaces outside of dwelling units satisfy the requirements of ASHRAE Std. 62.1; AND Collect the signed Accountability Form.	Signed Accountability Form Multifamily Midrise: submit ventilation calculations, see page 1 for details

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 5.2 Enhanced Local Exhaust	None	Conduct on-site verification that occupancy sensors, humidistat controllers, timers, or continuous exhaust systems are installed in all full bathrooms.	None
IEQ 5.3 Third-Party Testing	None	Test the exhaust air flow rates for kitchens and bathrooms and verify that the requirements of ASHRAE Std. 62.2 (and 62.1) are met; OR Verify that the exhaust air flow rates tested by a qualified Energy Rater, or USGBC/GBCI-approved alternative, meet the requirements in ASHRAE Std. 62.2 (and 62.1).	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 6.1 Room-by-Room Load Calculations	None	Collect calculations related to HVAC distribution design (e.g. Manual D) (for each unique unit type); AND	Signed Accountability Form
		Review the calculations to ensure each of the following is included.	
		<u>Forced-Air Systems</u> Design loads (btuh) for each room, corresponding to the output from the HVAC sizing and design calculations (e.g. Manual J), used as inputs;	
		Calculation of total equivalent length (TEL) for the longest supply and return duct run;	
		Calculation of expected pressure drop across filter, coil, and other similar non-duct components;	
		Calculation of expected static pressure from the air handler;	
		Calculation of required duct sizes based on friction rates for the duct type, air flow rates, static pressure, etc.; OR	
		<u>Radiative Systems</u> Design loads (btuh) for each room, corresponding to the output from the HVAC sizing and design calculations (e.g. Manual J), used as inputs;	
		Heat loss through distribution piping;	
Calculation of pipe and radiator sizing.			

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 6.1 Room-by-Room Load Calculations (continued)	None	<p>Collect calculations related to HVAC sizing and design (e.g. Manual J) (for each unique unit type); AND</p> <p>Review the calculations to ensure each of the following are accurate:</p> <p>Outdoor temperatures are the 99.0% design temperatures as published in the ASHRAE Handbook of Fundamentals for the building's location or most representative city for which design temperature data are available. A higher outdoor air design temperature may be used if it represents prevailing local practice by the HVAC industry and reflects extreme climate conditions that can be documented with recorded weather data;</p> <p>Indoor temperatures shall be 75 F for cooling;</p> <p>Infiltration rate shall be selected as "tight", or the equivalent term; AND</p> <p>Insulation and window u-values are correctly inputted; AND</p> <p>Collect the signed Accountability Form.</p>	Signed Accountability Form

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 6.2 Return Air Flow / Room by Room Controls	None	<p><u>Forced-Air Systems</u> For part (a), conduct on-site verification that every room has a return, transfer grille, jump duct, or door undercut; OR</p> <p>For part (b), conduct pressure differential test between closed rooms and adjacent spaces and confirm minimal difference; OR</p> <p>For part (b), verify results of a pressure differential test performed by a third-party not on the project team.</p> <p><u>Radiative Systems</u> Conduct on-site verification that each radiator or radiative heating segment has flow control installed.</p>	None
IEQ 6.3 Third-Party Testing / Multiple Zones	None	<p><u>Forced-Air Systems</u> Test the supply air flow rates for each room and verify that the air flow rates are within 15% or 10 CFM of design; OR</p> <p>Verify that the supply air flow rates tested by a third-party not on the project team are within 15% or 10 CFM of design.</p> <p><u>Radiative Systems</u> Conduct on-site verification that the installed HVAC system includes at least two separate zones with independent thermostat control.</p>	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 7 Air Filtering	Product literature, labels, etc. for air filters.	<u>Forced-Air Systems</u> Conduct on-site verification that an air filter is installed on all forced air heating and cooling systems and supply ventilation systems that meets the MERV rating requirements, using product literature, labels, etc.	None
		<u>Radiative Systems</u> Conduct on-site verification that an air filter is installed on all supply ventilation systems that meets the MERV rating requirements, using product literature, labels, etc.	
IEQ 8.1 Indoor Contaminant Control During Construction	None	At mid-construction inspections, conduct on-site verification that ducts are sealed; AND	Signed Accountability Form
		At final inspection, conduct swipe of duct interiors and verify that ducts are clean; AND	
		Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 8.2 Indoor Contaminant Control	None	For part (a), conduct on-site verification that permanent, cleanable, walk-off mats are installed at each entry that are at least 4 feet in length (and 10 feet in length for common entrances);	None
		For part (b), conduct on-site verification that a shoe removal and storage space is installed near the primary entryway with no carpet;	
		For part (c), conduct on-site verification that a central vacuum system is installed (in each unit) with exhaust to outdoors.	
IEQ 8.3 Pre-Occupancy Flush	Dates, duration, and methods used to conduct the preoccupancy flush.	Verify the dates, duration, and methods used to conduct the preoccupancy flush (for each unit); AND Collect the signed Accountability Form.	Signed Accountability Form
IEQ 9 Radon Protection	None	Conduct on-site verification that radon-resistant construction elements are installed, including:	Signed Accountability Form
		Gas-permeable layer (e.g. gravel)	
		Plastic sheeting	
		Electrical outlet near vent piping	
		Vent piping through roof or side wall; AND Collect the signed Accountability Form.	
IEQ 10.1 No HVAC in Garage	None	Conduct on-site verification that all air-handling equipment and ductwork is located outside of the fire-rated envelope of the garage.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 10.2 Minimize Pollutants from Garage	None	Conduct on-site verification that surfaces between the garage and conditioned spaces are sealed and weather-stripped; AND Conduct on-site verification that carbon monoxide sensors/monitors are installed in all rooms that share a door with the garage. Multifamily Midrise: Conduct on-site verification that a vestibule or self-closing door and deck partitions are installed; AND Multifamily Midrise: Conduct on-site verification that an exhaust fan, of sufficient capacity to comply with ASHRAE Std. 62.1, is installed.	None
IEQ 10.3 Exhaust Fan in Garage - Homes	None	Conduct on-site verification that an exhaust fan is installed in the garage that runs continuously or is linked to an occupant sensor, light switch, etc.	None
IEQ 10.3 Detached or No Garage - Multifamily Midrise AND IEQ 10.4 Detached Garage or No Garage	None	Conduct on-site verification that there is no garage attached to the building.	None

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
IEQ 11 Environmental Tobacco Smoke Reduction - Multifamily Midrise	Smoking prohibition in rental/lease agreements, or condo-coop association covenants.	Verify smoking prohibition in rental/lease agreements, or condo-coop association covenants; AND	None
		Conduct on-site verification that any exterior designated smoking area is at least 25 feet away from entries, intakes, and operable windows.	
IEQ 12.1 Compartmentalization of Units - Multifamily Midrise	None	For part (a), conduct on-site verification that each unit has been thoroughly air sealed to the outside, and to other units; AND	None
		Perform a whole unit envelope leakage test, follow EPA Testing and Verification requirements, to ensure whole-unit leakage of no more than 0.30 CFM50 per square foot of enclosure.	
IEQ 12.2 Enhanced Compartmentalization of Units - Multifamily Midrise	None	Perform a whole unit envelope leakage test, follow EPA Testing and Verification requirements, to ensure whole-unit leakage of no more than 0.225 CFM50 per square foot of enclosure.	None
Awareness & Education			
AE 1.1 Basic Operations Training	Operations and maintenance manual that includes the prescribed elements; AND Proposed procedures and practices for training occupants.	Verify that an operations and maintenance manual has been created that includes the prescribed elements; AND	Signed Accountability Form
		Verify proposed procedures and practices for training occupants; AND	
		Collect the signed Accountability Form.	

Table 1.3 Verification and Submittal Guidelines for LEED for Homes v2008 and v2010

Prerequisite/Credit	Supporting Verification Materials Provided by Project Team	Verification Team	Submittal to GBCI at Certification
AE 1.2 Enhanced Training	Proposed procedures and practices for training occupants, homebuyer DVD, or other training materials.	Verify proposed procedures and practices for training occupants, homebuyer DVD, or other training materials; AND	Signed Accountability Form
		Collect the signed Accountability Form.	
AE 1.3 Public Awareness	List of open-house dates and durations; AND/OR	Verify list of open-house dates and durations and informational stations within the building; AND/OR	None
	Website pages; AND/OR	Verify website pages; AND/OR	
	Newspaper article.	Verify newspaper article; AND/OR	
		Verify LEED for Homes signage on the building.	
AE 2 Education of Building Manager - Multifamily	Building manager operations and maintenance that includes the prescribed elements.	Verify that a building manager's manual has been created that includes the prescribed elements; AND	Signed Accountability Form
	Proposed procedures and practices for training building manager.	Verify proposed procedures and practices for training building manager; AND	
		Collect the signed Accountability Form.	

Attachment A: Delegation of Onsite Verification to Qualified HERS Rater

Generally, every prerequisite and credit must be directly verified by a LEED for Homes Green Rater. There are specific measures, however, that a qualified HERS Rater may verify. These cases, in which delegation to a qualified HERS Rater is permitted, are described below.

The following prerequisites and credits may be verified by a qualified HERS Rater who has completed training* on ENERGY STAR Qualified Homes National Program Requirements, Version 3.0 (E*v3).

*The training must be held by a RESNET Accredited Rater Training Provider.

Measure	Notes on HERS Rater Qualification	Notes
EA P 1.1 E* performance and EA C 1.2 exceptional performance	HERS Rater produces report- GR verifies w/r/t rating system reqs.	E*v3: See HVAC Sys....Install. Checklists (rater/contractor) EA C 1.2 E*v3: Performance Path score, no onsite GR verification required
EA P 2.1 and C 2.2 Insulation	HERS Rater qualified to perform on-site verification	E*v3: Quality Install. Insulation, E*v3: See HVAC Sys....Install. Checklists (rater/contractor)
EA P 3.1 and C 3.2, 3.3.	HERS Rater qualified to perform envelope leakage test - GR must always verify results w/r/t rating system reqs.	
EA P 4.1 & EA C 4.2, 4.3	HERS Rater qualified for on-site verification.	
EA P 5.1 (5.2, 5.3) distribution losses	HERS Rater qualified for onsite verification - GR must verify results of duct air leakage test w/r/t rating system reqs.	E*v3: See HVAC Sys....Install. Checklists (rater/contractor), No wall cavities as ducts, No ducts in ext. walls, duct insulation (R-6 in attic)
EA P 6.1 & EA C 6.2, 6.3	HERS Rater qualified for onsite verification.	
EA C 7.1 Efficient Hot Water distribution	HERS Rater NOT directly qualified, but likely qualified – HERS Rater may verify at discretion of the Provider QAD	E*v3 does not include measures related to hot water distribution but verification of this measure is likely very similar to that of HVAC distribution systems which is included in E*
EA C 7.2 Pipe Insulation	HERS Rater NOT directly qualified, but likely qualified – HERS Rater may verify at discretion of the Provider QAD	Hot water pipe insulation is not covered in E*v3, but verification of this measure is likely very similar to insulation of HVAC piping which is included in E*
EA P 8.1 & EA C 8.2a) and 8.3 Lighting	For EA 8.3: GR must verify calculations related to the number / percentage of ENERGY STAR lights in the home	

Measure	Notes on HERS Rater Qualification	Notes
EA C 9.1 Appliances	HERS Rater qualified for onsite verification	
MR C 1.4 Framing eff.	HERS Rater qualified under 2010 E*v3 with two exceptions as specified in notes section	E*v3: Thermal Enclosure System Rater Checklist: 4. Reduced Thermal Bridging addresses all measures in Table 23 (MR C 1.4) of 2008 LEED for Homes Rating System except 'Precut framing packages' and 'Open-web floor trusses' Note: HERS Rater: NOT TRAINED under current version of Energy Star.
IEQ P 4.1 Basic outdoor vent. and IEQ C 4.2 Enhanced Outdoor vent.	E*v3 HERS Rater qualified for onsite verification - GR must verify calculations related to ventilation air flows	E*v3: See HVAC Syst. Install. Checklist (rater/contractor), Whole-build. Mech. Vent. Design (62.2) HERS Raters NOT TRAINED under current version of Energy Star
IEQ P 5.1 C 5.2- Basic Local Exhaust and IEQ C 5.2 Enhanced Local Exhaust	E*v3 HERS Rater qualified for onsite verification - GR must verify that the exhaust air flow rates, as tested, meet the requirements	E*v3: See HVAC Sys....Install. Checklist (rater/contractor), Local Mech. Exhaust (62.2) NOT TRAINED under current version