

Supporting Statement for Paperwork Reduction Act Submissions
Evaluation of the Green and Resilient Retrofit Program
OMB# 2528-XXXX

A. Justification

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

The Office of Policy Development and Research (PD&R), at the U.S. Department of Housing and Urban Development (HUD), is proposing the collection of information to support an evaluation of the Green and Resilient Retrofit Program (GRRP). GRRP is a newly funded program through Section 30002 of the Inflation Reduction Act of 2022 titled “Improving Energy Efficiency or Water Efficiency or Climate Resilience of Affordable Housing.” \$60 million is appropriated to HUD for “information technology, research and evaluation, and administering and overseeing the implementation” (P.L. 117-169; see full statutory text in Appendix H). In addition, \$42.5 million is appropriated to HUD for “energy and water benchmarking of properties eligible to receive grants or loans under this section, regardless of whether they actually received such grants or loans, along with associated data analysis and evaluation at the property and portfolio level, and the development of information technology systems necessary for the collection, evaluation, and analysis of such data” (P.L. 117-169). Eligible properties include all properties under HUD-assisted programs Section 202, Section 811, Section 236, and project-based Section 8.

HUD is offering GRRP funding in the form of grants or loans through three award cohorts designed to meet the needs of properties in different situations, implemented through three parallel Notices of Funding Opportunities (NOFOs). These award cohorts are the Elements Award cohort, the Leading Edge Award cohort, and the Comprehensive Award cohort. Under all three award cohorts, owners of eligible HUD-assisted multifamily properties will receive funding in the form of grants or loans to undertake retrofits, enhancements, and upgrades to improve energy and water efficiency, indoor air quality, and climate hazard resilience; to reduce emissions; to use renewable energy; and/or to use low Embodied Carbon materials.

The “Elements” NOFO provides modest funding to Owners to add proven and meaningful climate resilience, energy efficiency, electrification, and renewable energy measures to the construction scopes of in-progress recapitalization transactions. The first wave of Elements awards was made in June 2023, and the last wave of Elements awards is expected to be made in March 2024. The “Leading Edge” NOFO provides funding for retrofit activities to achieve ambitious outcomes, including net zero, renewable energy generation, use of building materials with lower Embodied Carbon, and climate resilience investments. The first wave of Leading Edge awards was made in July 2023, and the last wave of Leading Edge Awards is expected to be made in April 2024. The “Comprehensive” NOFO will provide funding to initiate recapitalization investments designed from inception around both proven and innovative measures, including ambitious green building standards or measures, renewable energy generation, use of building materials with lower Embodied Carbon, and climate resilience investments. The first wave of Comprehensive awards

was made in August 2023, and the last wave of Comprehensive awards is expected to be made in May 2024.

Key research questions to be addressed in the evaluation include: 1. Do property owners want the resources (loans and grants) that are offered through GRRP? Are the funds addressing the right needs? What flexibilities are needed? 2. How can HUD balance reaching owners with properties most in need of upgrading, who may not have the capacity to leverage the funds offered through GRRP, with achieving the energy, carbon, and resilience goals of the program? 3. Once awarded, what challenges do owners face in developing their scope of work, engaging with residents, and completing benchmarking and other program requirements? 4. How did procurement and construction go for GRRP compared to past rehabilitations? How are investments and installed equipment being maintained? 5. How satisfied are owners with the outcomes? 6. Have the intended improvements in energy efficiency been achieved, and at what relationship of benefit to cost? 7. Have the intended improvements in resilience been achieved, and at what relationship of benefit to cost? 8. What information beyond raw energy and water usage data is needed to understand consumption and efficiency trends in HUD-assisted multifamily properties?

The Evaluation of Green and Resilient Retrofit Program (GRRP Evaluation) will be implemented in phases. Under Phase 1, HUD plans to collect survey and interview data related to the application process, the scoping and design phase of GRRP, and the post-construction period. In addition, benchmarking data for energy and water usage will be collected using a survey. Phase 1 data collection will help address research questions 1-5, and 8 (above). Data collection to address research questions 6-7 (above) will come in the later phase to be accompanied by a separate PRA clearance. Phase 1 data collection is planned to start in March 2024 for benchmarking and June 2024 for the other components. Phase 2 data collection is planned to start no earlier than summer 2026.

- 1) **GRRP Application Survey and Interview (with Consent Forms):** The application-related survey and interview will provide data necessary to assess the success of the application process, which is influenced by property owners' perceptions on the design of the application and the program. Consent forms are embedded.
- 2) **GRRP Scoping and Design Survey and Interview (with Consent Forms):** The survey and interview related to the scoping and design phase of GRRP will provide data necessary to evaluate the process of implementing the program, including what went well and what barriers were encountered. It will cover issues related to activities such as developing the transaction plan and closing package and designing the retrofit. Consent forms are embedded.
- 3) **GRRP Post-Construction Survey and Interview (with Consent Forms):** The post-construction survey and interview will provide data necessary to evaluate how well the program worked in terms of the perceived costs and benefits to property owners, including questions related to construction, such as whether property owners encountered barriers with construction. Consent forms are embedded.
- 4) **Energy Efficiency Survey (Benchmarking):** The benchmarking energy efficiency survey will capture data from HUD-assisted property owners on factors affecting energy and water usage, which will support the GRRP evaluation.

This ICR is separate from the current GRRP data collection associated with the existing OMB approval (2502-0624), which focused solely on application forms and information collection needed for property owners to apply for awards.

This submission requests OMB approval for the following data collection instruments:

Title of Appendix Item	Description
AppendixA_Outreach Materials	Introduces awardees, applicant non-awardees, and eligible non-applicants to the data collection effort.
AppendixB_GRRP Application Consent Form and Survey	Provides data necessary to assess success of application process; embedded consent form.
AppendixC_GRRP Scoping and Design Consent Form and Survey	Provides data necessary to assess success of implementing the program; embedded consent form.
AppendixD_GRRP Post-Construction Consent Form and Survey	Provides data necessary to evaluate perceived costs and benefits to owners; embedded consent form.
AppendixE_GRRP Application Consent Form and Interview	Provides additional qualitative data on application process from a subset of awardees; embedded consent form.
AppendixF_GRRP Scoping and Design Consent Form and Interview	Provides additional qualitative data on program implementation from a subset of awardees; embedded consent form.
AppendixG_GRRP Post-Construction Consent Form and Interview	Provides additional qualitative data on perceived costs and benefits to owners from a subset of awardees; embedded consent form.
AppendixH_PL117-169	Statutory text supporting this data collection.
AppendixI_60 Day FRN	Copy of 60-Day Notice of Proposed Information Collection: Evaluation of Green and Resilient Retrofit Program (Docket No. FR-7075-N-15)
AppendixJ_GRRP_Energy_Efficiency_Survey	Provides data necessary to contextualize energy and water usage at HUD-assisted properties.

2. Indicate how, by whom and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.

This is a new data collection. HUD will use the information collected to understand successes and challenges of the application phase, scoping and design phase, and the construction and post-construction phases of GRRP, as well as to contextualize energy and water usage at HUD-assisted multifamily properties, both those receiving GRRP loans and grants and those that are not. HUD expects the information will be synthesized in interim and final reports, which will be published and made available to the public. HUD intends to use the information to develop recommendations that may be implemented in a future similar program providing funding to HUD-assisted property owners to improve energy or water efficiency; enhance indoor air quality or sustainability; implement the use of zero-emission electricity generation, low-emission building materials or processes, energy storage, or building electrification strategies; or address climate resilience. The energy efficiency survey will also be used by the contractor providing benchmarking services to aid in the analysis, evaluation, and generation of recommendations for property-level utility efficiency interventions by adding context to energy and water usage, with the goal of providing recommendations to owners of the assisted properties. All respondents will not be asked to contribute to all data collections. The following table describes the data collection instruments and who is included in the data collection:

Respondent Types and Information Collection:

Respondent	Information collection	Appendix #	Number of respondents
Non-applicants	Application Survey Outreach	A	225
Non-applicants	Application Consent Form and Survey	B	225
Non-applicants	Application Interview Outreach	A	10
Non-applicants	Application Consent Form and Interview	E	10
Unawarded applicants	Application Survey Outreach	A	225
Unawarded applicants	Application Consent Form and Survey	B	225
Unawarded applicants	Application Interview Outreach	A	15
Unawarded applicants	Application Consent Form and Interview	E	15
Awardees	Application Survey Outreach	A	450
Awardees	Application Consent Form and Survey	B	450
Awardees	Application Interview Outreach	A	15
Awardees	Application Consent Form and Interview	E	15
Awardees	Scoping and Design Survey Outreach	A	450
Awardees	Scoping and Design Consent Form and Survey	C	450
Awardees	Scoping and Design Interview Outreach	A	40
Awardees	Scoping and Design Consent Form and	F	40

	Interview		
Awardees	Post-Construction Survey Outreach	A	450
Awardees	Post-Construction Consent Form and Survey	D	450
Awardees	Post-Construction Interview Outreach	A	40
Awardees	Post-Construction Consent Form and Interview	G	40
HUD-Assisted Properties for Benchmarking	Energy Efficiency Survey	J	9,387

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.

Data from the Application, Scoping and Design, and Post-Construction instruments will be collected via web-based survey software and/or telephone interviews supported by web-based survey software. This will substantially reduce respondent burden because respondents can complete the surveys and interviews at times that are convenient for them and from their own homes or offices. Additionally, for the survey, these formats provide them with sets of choices for answers to most questions, which reduces cognitive burden. Surveys and interviews will be available in accessible formats to ensure effective communication for persons with disabilities, and translation services will be made available, as needed, for persons with Limited English Proficiency.

The data collection for the benchmarking component of the GRRP will occur through a survey delivered via online survey platform (JotForm), document (Microsoft Word), or spreadsheet (Microsoft Excel). The Excel form will be useful for property owners or agents with higher numbers of properties – information for all properties can easily be compiled in one file in that format, whereas the JotForm may be simpler for owners or agents with one or two properties. These collection methods will allow for efficient, quick, user-friendly, and accessible data gathering as they will be available to all program participants. Additionally, HUD has retained a contractor to provide technical assistance to all property representatives eligible for benchmarking services. The technical assistance, though available to all property owners, may be most impactful for property owners with fewer resources such as staff or time, or those who may not be familiar with software used in this or previously approved data collections. The contractor will help property representatives fill out surveys, engage public utilities on their behalf, direct them in collecting necessary information, and serve as an intermediary between HUD and property representatives during the program rollout. HUD expects that the technical assistance offered by the contractor will decrease the burden of this data collection.

HUD will provide reasonable accommodation. Property owners who are blind or have vision-related disabilities, deaf or hard of hearing, as well as individuals with speech or communication disabilities can elect to participate through a web-based version of the data collection or through a telephone-based version of the data collection. We will use translation services as needed for individuals with Limited English Proficiency.

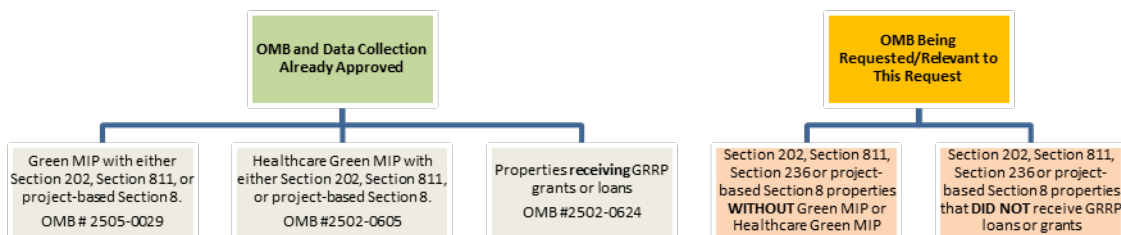
4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

GRRP is a new HUD program, and it has not been studied or evaluated to date. The data collection instruments referenced in this evaluation have been constructed to reduce any duplication of responses to reduce respondent burden. HUD staff have reviewed the existing data collection systems of GRRP to understand what data are already being collected and where gaps exist.

Besides the Benchmarking Initiative, below are incumbent programs where energy and water usage metrics are being tracked.

- Green MIP program (OMB # 2505-0029) – collection of energy benchmarking data.
- ORCF (Healthcare) Green program (OMB #2502-0605) – collection of energy and water data.
- GRRP Grants and Loans Program (OMB #2502-0624) – collection of energy and water data.

The graphic below demonstrates the relevant population for the benchmarking request:



The collection will add context to the usage data being collected by gathering information about occupant behaviors as they relate to energy and water use, as well as supply information about building systems and previous efficiency interventions.

5. If the collection of information impacts small businesses or other small entities describe any methods used to minimize burden.

This information collection has no impact on small businesses or other small entities.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

This data collection is needed to evaluate the application process, scoping and design phase, and post-construction outcomes of the GRRP to understand the program's role in improving resilience, decarbonization, water efficiency, and energy efficiency among multifamily property owners. The data collection is important for understanding how the program works and to gain insights for potential future programs with similar goals. Furthermore, Title III of the Inflation Reduction Act of 2022, H.R. 5376 (IRA), section 30002 mandates HUD to collect the benchmarking data.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

The proposed data collection activities are consistent with the guidelines set forth in 5 CFR 1320 (Controlling Paperwork Burdens on the Public). There are no special circumstances that require deviation from these guidelines. The following below are "Not Applicable" to this collection:

- requiring respondents to report information to the agency more than quarterly -- **"Not Applicable"**;
- requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it -- **"Not Applicable"**;
- requiring respondents to submit more than an original and two copies of any document -- **"Not Applicable"**;
- requiring respondents to retain records other than health, medical, government contract, grant-in-aid, or tax records for more than three years -- **"Not Applicable"**;
- in connection with a statistical survey, that is not designed to produce valid and reliable results than can be generalized to the universe of study -- **"Not Applicable"**;
- requiring the use of a statistical data classification that has not been reviewed and approved by OMB -- **"Not Applicable"**;
- that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use -- **"Not Applicable"**;
- requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law -- **"Not Applicable"**.

8. **If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping disclosure, or reporting format (if any) and the data elements to be recorded, disclosed, or reported. Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years -- even if the collection of information activity is the same as in prior periods. There may be circumstances that preclude consultation in a specific situation. These circumstances should be explained.

In accordance with 5 CFR 1320.8 (Paperwork Reduction Act of 1995), a Notice of Proposed Information Collection for publication in the Federal Register has been prepared to announce the agency's intention to request an OMB review of data collection activities for the Evaluation of the Green and Resilient Retrofit Program. HUD published a 60-Day Notice of Proposed Information Collection in the Federal Register on November 20, 2023, (88 FR 80740). The notice provided a 60-day period for public comments. No public comments were received during the review period which concluded on January 19, 2024.

The evaluation is being developed by HUD and will be implemented by HUD with the support of Independent Contractors.

Staff from HUD's Office of Policy Development and Research (PD&R) are designing the evaluation study and data collection plan in conjunction with the Office of Recapitalization within the Office of Multifamily Housing Programs, in the Office of Housing, which is implementing GRRP. For the benchmarking component, HUD has engaged the Environmental Protection Agency (EPA) on the availability of data, collection frequency, instructions of clarity, and record disclosure because EPA is the authority on energy and water benchmarking for Multifamily Housing. After drafting the survey, HUD engaged EPA for additional guidance in determining the usefulness and appropriateness of the survey questions for its intended audience. Specifically, HUD asked EPA the following questions: 1) Do the questions provide HUD/the contractor with additional insight into the property that Portfolio Manager would not? 2) Is this information property owners are likely to be able to provide fairly easily? 3) Would this information add to our understanding of usage at HUD-assisted properties? EPA provided feedback and confirmed that the survey would gather useful information.

9. **Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

Incentives will not be provided to respondents because they will be completing the data collection as part of their job duties.

10. Describe any assurance of confidentiality provided to respondents and the basis for assurance in statute, regulation or agency policy. If the collection requires a system of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.

HUD and its contractors will maintain the privacy of respondents as required by law. All HUD and contractor staff working on the project will have training in the protection of private information, and the evaluation will have a Data Security Plan that details the storage and use of data collected as part of the evaluation. Individuals will not be identified in reports. All respondents will be informed that participation is voluntary, and the information provided will be used solely for research purposes. For the energy efficiency survey as part of benchmarking, assurance of confidentiality is neither provided nor needed for this information collection as the contractor will not be collecting personally identifiable information.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

The data collection instruments do not contain any questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- * Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices;**
- * If this request covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in chart below; and**
- * Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included in Item 13.**

The Application, Scoping and Design, and Post-Construction information collection will affect a maximum of 900 respondents, including approximately 450 awardees, 225 applicant owners who did not receive grants or loans (Application Survey only), and 225 eligible non-applicants (Application Survey only). All respondents will receive outreach materials and the Application Survey. The Scoping and Design and Post-Construction surveys will be conducted with approximately 450 awardees. The Application, Scoping and Design, and Post-Construction interviews will be conducted with a subset of approximately 40 awardees. All participants in

surveys and interviews will complete consent forms. For the benchmarking information collection, there are 27,326 HUD assisted properties that are eligible for benchmarking. The target is to benchmark 40% of the total population in 4 years, which equates to 2,347 each year for 4 years (9,387 properties total).

- * Total estimated annual burden hours are 153 for reading the outreach materials, 675 for the Application Survey (including consenting), 337.5 each for the Scoping and Design Survey and Post-Construction Survey (including consenting), 52 each for the Application Interview, Scoping and Design Interview, and Post-Construction Interview (including consenting), and 775 for the Energy Efficiency Survey, or 2434 in total. Variance in time burden for the Energy Efficiency Survey will depend on the size of portfolios. If collection is anticipated to be unusually long, such as for entities with dozens of properties, responses may be broken up and completed at different times or managed by different management agents. It is unlikely that the time burden will be borne by one person for entities of this size.
- * The total estimated cost for this information collection is \$197,057. To estimate the hourly cost per respondent, HUD used the average hourly compensation (wages and benefits) of private workers who are in management, business, and financial occupations, according to the U.S. Bureau of Labor Statistics' Employer Costs for Employee Compensation Survey from June 2023 (<https://www.bls.gov/news.release/pdf/ecec.pdf>).

Table 1. Hour Burden Estimates for Information Collection¹

Information Collection	Number of Respondents	Frequency of Response	Responses Per Annum	Burden Hour Per Response	Annual Burden Hours	Hourly Cost Per Response	Annual Cost
Appendix A: Outreach Materials	900	1	900	0.17	153	\$80.96	\$12,387
Appendix B: GRRP Application Consent Form and Survey	900	1	900	0.75	675	\$80.96	\$54,648
Appendix C: GRRP Scoping and Design Consent Form and Survey	450	1	450	0.75	337.5	\$80.96	\$27,324
Appendix D: GRRP Post-Construction Consent Form and Survey	450	1	450	0.75	337.5	\$80.96	\$27,324
Appendix E: GRRP Application	40	1	40	1.3	52	\$80.96	\$4,210

¹ Note: These estimates have been updated since the 60-day notice was published, to reflect updated estimates for time burden for each item, along with the addition of the Energy Efficiency Survey.

Consent Form and Interview							
Appendix F: GRRP Scoping and Design Consent Form and Interview	40	1	40	1.3	52	\$80.96	\$4,210
Appendix G: GRRP Post-Construction Consent Form and Interview	40	1	40	1.3	52	\$80.96	\$4,210
Appendix J: Energy Efficiency Survey	2,347	1	2,347	0.33	775	\$80.96	\$62,744
Total					2434		\$197,057

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet shown in Items 12 and 14).

- * The cost estimate should be split into two components: (a) a total capital and start-up cost component (annualized over its expected useful life); and (b) a total operation and maintenance purchase of services component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s) and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities;**
- * If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collection services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10) utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.**
- * Generally, estimates should not include purchases of equipment or services, or portions thereof made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or (4) as part of customary and usual business or private practices.**

The data collection effort does not require additional cost burdens to respondents or record keeping beyond the cost burden provided in Items 12 and 14.

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 in a single table.

HUD estimates the cost of the Application, Scoping and Design, and Post-Construction data collection to the Federal government to be approximately \$2.5 million for the three rounds of data collection and analysis. The professional labor cost estimates include project management staff, survey methodologists, interviewers, IT support staff, and data analysis and reporting staff. The evaluation has been developed by HUD but will be implemented with the support of external contractors. **Table 2** summarizes the cost breakdown we expect for the contract.

Table 2. Estimated Cost Breakdown

Activity	Estimated Cost to the Federal Government
Data Collection	\$1,750,000
Data Analysis	\$750,000
Total	\$2,500,000

The Benchmarking Initiative will engage with a contractor to support nationwide energy and water tracking. Aside from the estimated \$40M contracting obligation, there are minimal review or maintenance costs as the contractor would review and conduct due diligence on each property energy and water usage.

15. Explain the reasons for any program changes or adjustments reported in Items 12 and 14 of the Supporting Statement.

This is the initial submission and does not involve program changes or adjustments.

16. For collection of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

The Application, Scoping and Design, and Post-Construction data collected for the study will be analyzed, tabulated, and reported to HUD by the contractor(s) in interim and final briefings and interim and final reports. The interim and final reports are expected to be published. **Table 3** presents an overview of the expected project schedule for these deliverables.

Table 3. Estimated Publication Schedule

Deliverable	Due Date
Data collection	Application Survey and Interview: Summer-Fall 2024 Scoping and Design Survey and Interview: Summer 2024-Fall 2026 Post-Construction Survey and Interview: Fall 2024-Early 2028
BRIEFINGS	
Draft interim briefing materials	Spring 2027
Interim briefing	Spring 2027
Draft final briefing materials	Fall 2028
Final briefing	Fall 2028
REPORTS	
Draft interim report	Spring 2027
Final interim report	Summer 2027
Draft final report	Fall 2028
Final report	Late 2028/Early 2029

For the benchmarking data collection, after the initial benchmarking process, the contractor will provide to property owners an analysis report for each property benchmarked. The report will provide owners with usage summary, comparison to like properties, a list of programs the property may be eligible for, and a list of recommendations for improving efficiency and utility costs. These reports will not be published publicly.

In addition to providing property owners with a property-level analysis report, the contractor will provide HUD with an annual report of a portfolio-level analysis. HUD will receive four of these reports over the life of the benchmarking program/contract. The data collection will allow HUD to better understand the state of energy and water usage and systems across the portfolio. For the purposes of HUD's portfolio-level report, responses gathered through this data collection will be published at a summary level.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

All data collection instruments will prominently display the expiration date for OMB approval.

18. Explain each exception to the certification statement identified in item 19.

This submission describing data collection requests no exceptions to the Certificate for Paperwork Reduction Act (5 CFR 1320.9).
