Agenda

• WELCOME!
• ORIENTATION + CONTEXT
• OBJECTIVES
• CERTIFICATION PROCESS

UPDATES
  • FEE STRUCTURE
  • REVIEW PROCESS
  • TOOLS FOR SUPPORT

• Q&A
• WHAT’S NEXT
Our Goals

We focus on the greatest need – the massive shortage of affordable rental homes – to achieve three goals:

**Increase Housing Supply**
Preserve and produce good homes that people can afford

**Advance Racial Equity**
After decades of systematic racism in housing

**Build Resilience & Upward Mobility**
Support residents and strengthen communities to be resilient to the unpredictable
Certified projects are underway in **46 states**, Puerto Rico + the District of Columbia. We have policy relationships in **27 states**.
Objectives

1. OVERVIEW AND KEY DETAILS OF PROCESS UPDATES

2. NEW TOOLS AND RESOURCES TO SUPPORT THROUGH THESE CHANGES

3. IMPLEMENTATION TIMELINE
Certification Process

**PREBUILD**
Employ an integrative process to set goals and design your project using the criteria for economic, health, and environmental benefits. Submit Prebuild application 30 days prior to start of construction.

**CONSTRUCTION**
Incorporate the criteria into your project based on project design and goals set at Prebuild. Track and monitor project goals.

**POSTBUILD**
Share project manuals, and engage residents and staff in the healthy and green aspects of the project. Submit Postbuild within 60 days of construction completion.

**IMPACT**
Leverage and share green building successes and lessons learned from this project to strengthen future projects.
### New Approach to Reviews

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<th>RE-REVIEW FEE</th>
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<td>Applications that undergo <strong>more than two reviews</strong> in a given review phase (pre-build or post-build) will incur a $200 re-review fee.</td>
<td>Pre and post build applications that meet our <strong>minimum requirements will be approved</strong>, rather than recalled for clarification on surplus optional points.</td>
<td>New tools, such as sample documentation for the 2020 criteria, will be <strong>made available</strong> on the Green Communities <strong>website</strong>.</td>
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What is the re-review fee?

- **Fee assessed for 2 or more reviews:** Applications that undergo *more than one re-review* in one review phase (prebuild or postbuild) will incur a $200 re-review fee per submission.

- Re-review fees will go into effect November 6th, 2022

- All 2015 and 2020 certification applications

- Signatures tab in the portal before 3rd + resubmission...
NEW APPROACH TO RE-REVIEWS

Re-review fee: overview

Signature tab
NEW APPROACH TO RE-REVIEWS

Re-review Fee Structure - FAQ

1. When will the re-review fee be incurred?
   - Projects in the midst of a review phase (prebuild or postbuild) will not incur a re-review fee.
   - Projects that begin a new review phase (prebuild or postbuild) on or after November 6, 2022 will incur a re-review fee.
   - A re-review fee will not apply to projects under review for a waiver request, TA correspondence, or accidental submissions.

2. What about NYC expedited reviews?
   - Projects eligible for an NYC expedited review are still subject to a re-review fee after two reviews.
CERTIFICATION PROCESS UPDATES

Review process update: overview

Introducing Itemized Reviews:

• **Non-compliant optional criteria** and **points not required** for certification (for applicable project type and point threshold), are not flagged as incomplete;

• Project applications that include this condition are **not recalled** with a request for additional information and resubmission.

• Applications are **approved for the respective phase of certification**; Pre-Postbuild.
CERTIFICATION PROCESS UPDATES

Itemized reviews = the new standard review process

All applications for Prebuild and Postbuild will receive an itemized review. Those that demonstrate compliance with all requirements, i.e. fulfillment of applicable mandatory criteria and achievement of minimum optional point thresholds per project type, will be approved.

Project teams may opt out of the itemized review and receive a traditional review, in which all non-compliant criteria are flagged for follow-up with the project team.
NEW APPROACH TO RE-REVIEWS

Itemized reviews: definitions

Traditional Review: Review of each criterion. Flag any non-compliant criteria for additional follow-up.

Itemized Review: Review of each criterion. Flag any non-compliant criteria for possible omission.

Surplus points: Optional points not necessary for required point threshold for certification.

Omission: Criteria are eligible for omission if they are optional criterion and contribute to surplus points.
NEW APPROACH TO RE-REVIEWS

Itemized review process

1. Project team accesses a certification application in the portal and selects Criteria Compliance tab
2. The application is reviewed to identify non-compliant criterion eligible for omission.
3. Optional criterion are identified for omission and reset to not pursuing / 0 pts
4. A pop up informs the team they may proceed or opt out of an itemized review
5. Selects “proceed with itemized review”; completes application and submits
6. An itemized review will be completed within 30 days:
7. The omission is documented in the collaboration bubble; visible to project teams in portal
8. The project is approved for pre or post build without being recalled.
9. The application meets all Green Communities requirements (mandatory criteria are complete and required optional points are achieved).
NEW APPROACH TO RE-REVIEWS

Traditional review process

Project team accesses a certification application in the portal and selects Criteria Compliance tab

Selects “opt-out” box and proceeds in completing and submitting application.

A pop up informs the team they may proceed or opt out of an itemized review

A traditional review will be completed within 30 days.

Non-compliant criteria are identified.

The application requires modification and resubmission for re-review.

Process begins again accordingly

Application is returned to the project team requesting follow-up for all non-compliant criteria.

$ 3+ reviews
NEW APPROACH TO RE-REVIEWS

Review process update

Project team accesses a certification application in the portal and selects Criteria Compliance tab

- Selects “opt-out” box and proceeds.

A traditional review will be completed within 30 days.

- Non-compliant criterion are identified.

Application is returned to the project team requesting follow-up for all non-compliant criteria.

A pop up informs the team they may proceed or opt out of an itemized review

1. Non-compliant criterion are identified.

2. Optional criteria are identified for omission and reset to not pursuing / 0 pts

An itemized review will be completed within 30 days:

- The application is reviewed to identify non-compliant criteria eligible for omission.

3. The omission is documented in the collaboration bubble; visible to project teams in portal

The project is approved for pre or post build without being recalled

* Both review types are subject to the same applicable submission fees and review timelines.
1. Can a project application still undergo a traditional review?
   - Yes, the itemized review will become the default but projects can select a traditional review by opting out of the itemized review in the portal. This selection will remain for the full review phase (prebuild or postbuild).

2. Why might a project team choose to opt out of an itemized review?
   - Funders may require different point totals or optional criteria compliance than the Green Communities requirements. For example, if pursuing Certification Plus we recommend opting out of an itemized review.

3. Can a project earn points at postbuild that were omitted during the prebuild itemized review process?
   - If there are optional points the project must earn, it is recommended that the project opt out of the itemized review and select a traditional review. Under some circumstances optional points may be attempted and earned at postbuild, but it is not encouraged.
NEW APPROACH TO RE-REVIEWS

Tools for Support

✓ Green Communities Portal improvements - complete

✓ Revise the Certification Documentation Instructions to clarify documentation requirements – complete

☐ Sample documentation for the 2020 Criteria

☐ Monthly Green Communities Office Hours

☐ Itemized review process designed to streamline the application approval process
New Approach to Re-Reviews

Tools for Support - FAQs

1. Where can I access new tools and resources?
   • https://www.greencommunitiesonline.org

2. When are the monthly month office hours?
   • Monday 10/24  3:30-5:00 EST
   • Monday 11/14  3:30-5:00 EST
   • Monday 12/5  3:30-5:00 EST

3. How can I get additional support?
   • Certification@enterprisecommunity.org
Questions?
NEW APPROACH TO RE-REVIEWS

Recap

✓ what certification process updates are coming and how they’ll impact your project applications
✓ tools and resources available to support you through these changes

What’s next?

✓ Communication reminders
✓ November 6\textsuperscript{th} – go live!
Thank You
certification@enterprisecommunity.org