

203K Project Worksheet and Cost Estimator

Meeting Date: _____

Mileage: _____

No. Of Draws: _____

Approx Rehab Cost: _____

FHA Case No.: _____

Applicant _____

Property Address _____

Consultant's Job No: _____

Req: M= Mandatory R= Recommended D= Desired

1. Masonry

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe masonry work to be performed, such as: Tuck point brick work; stucco; construction of brick walls; construction/repair of brick, masonry or stone chimney; etc.

2. Siding

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe siding work to be performed, such as: Replacement of defective siding, fascia & soffits; Installation of new vinyl siding with aluminum trim, etc.

3. Gutters/Downspouts

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe Gutters & Downspouts work to be performed, such as: Replacement of bad or missing gutters & down Spouts; Cleaning & opening down spouts; installation of splash blocks, etc.

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4. Roof

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe roof work to be performed, such as: Installation of a new built-up roof, with new metal gravel stops; installation of new 240# Scale tab asphalt shingles on all roofs with a 3:12 pitch or greater; etc. Roofs that already have 2 layers of shingles should not be re-roofed over again. Remove that shingles, then re-roof with new shingles.REMEMBER TO INCLUDE PERMIT COSTS IF APPLICABLE.

5. Shutters

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe Shutters work to be performed, such as: Installation of shutters a windows at..; etc.

6. Exteriors

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe exteriors work to be performed, such as: Removal of defective, buckled wood members; providing a structurally sound porch floor, properly finished; replacement of existing porch with masonry steps and stoops; providing ornamental iron or wood railing or parts; etc.

7. Walks

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe walks work to be performed, such as: Installation of new concrete walks at..; Installation of concrete steps at..; etc.

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8. Driveways

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe driveways work to be performed, such as: Remove old driveway and apron; install blacktop asphalt drive (minimum 2") over existing drive and apron; install new concrete driveway (minimum 4") and apron with wire mesh; etc.

9. Painting (Ext.)

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe painting (ext.) work to be performed, such as: Scrape sand smooth and paint a minimum 2 coats of good quality paint at all exterior woodwork and metal; etc.

Required Work: All loose/flaking paint must be scraped, primed and double coated.

10. Caulking

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe caulking work to be performed, such as: Caulk all windows and doors frames; etc.

Required Work: caulk all openings, cracks or joints in the building envelope to reduce air infiltration.

11. Fencing

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe fencing work to be performed, such as: Installation of new fencing; resetting existing fences; etc.

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12. Grading/Landscaping

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe grading work to be performed, such as: Removal of debris from yards, application of finish earth; grade and sod; etc.

13. Windows

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe windows work to be performed, such as: Installation of new metal replacement windows; replacement of rotted or defective sash; replacement of rotted sills at exterior ; replacement of basement windows; replacement of cracked/broken glass; replacement of missing glazing putty; repair or replacement of screens; etc. If a particular manufactured window (i.e.,Anderson, Pella or Marvin, etc.) is used. Then the work write-up should so specify to justify the cost of the windows.

14. Weatherstrip

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe weather-strip work to be performed, such as: Installation of new weather-stripping at all exterior doors; weather strip all windows; install metal interlocking thresholds at exterior doors; etc.

Required items: Weather strip all doors and windows to reduce infiltration of air when existing weather-stripping is inadequate or nonexistent.

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15. Doors (Ext.)

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe doors (ext.) work to be performed, such as: Install new 1 3/4 exterior solid core wood door(s); install 1 3/4 metal insulated door; install 3 new door butts; install new exterior door trim; insulation of new lock set with dead bolts; etc.

Required Items: Be sure to address weather stripping and caulking of all replacement doors and trim.

16. Doors (Int.)

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe doors (int.) work to be performed, such as: Replacement of defective doors; installation of new doors with lock sets; installation of lock sets where missing or malfunctioning; readjusting all doors for proper closing; installation of bedroom closet doors; installation of bi-fold doors at.; installation of door trim at ..; etc.

17. Partition Wall

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe partition wall work to be performed, such as: Framing of new walls and partitions; framing for new closets; etc. (Do not include drywall costs)

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18. Plaster/Drywall

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe plaster/drywall work to be performed, such as: Patch all defective plaster/drywall; finish smooth with existing wall/ceiling finish; install drywall at...; etc.

19. Decorating

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe decorating work to be performed, such as: Paint interior walls; remove all existing wallpaper at...; wallpaper walls at ... ; remove lead paint contamination and refinish surfaces at...; etc. **Required items: Because of concern for lead paint ingestion, all peeling paint conditions must include scraping, priming, and double coating of surface area. It may even be necessary to cover the lead paint up. Some State may require more specific treatment.**

20. Wood Trim

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe wood trim work to be performed, such as: Replace all cracked, broken, mismatched trim, jambs, etc; remove all unused hinges, curtain rod hangers, nails, screws, etc.; replace all wood trim at interior door units, base, shoe & other trim; replace defective wall paneling at; etc.

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21. Stairs

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe stairs work to be performed, such as: Replace bad basement treads and risers; replace main stairs, treads and risers; replaces broken and/or missing baluster; provide handrails; install new stairs at; etc.

Required Items: Stairways must have hand rails; broken and/or missing baluster must be replaced.

22. Closets

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe closets work to be performed, such as: Install new shelves, clothing rods; etc.

23. Wood Floors

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe wood floors work to be performed, such as: Replace all defective flooring, holes in floors, etc. with wood flooring to match existing floors; install new hand wood floors at.; etc.

24. Finished Floors

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe finished floors work to be performed, such as: Install vinyl tile or sheet goods with 1/4" underlayment at.; install carpet and pad at.; etc. Specify nonstandard type flooring to justify the cost estimate.

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25. Ceramic Tile

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe ceramic tile work to be performed, such as: Install ceramic tile wainscot in bathtub area for shower height; install ceramic tile floor at...; install Mar Lite wainscot in bathtub area for shower height; replace defective tile in kitchen; etc.

26. Bath Accessories

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe bath accessories work to be performed, such as: Replace medicine cabinet in bath; install paper holder; install towel bar(s); install soap dish; install grab bar in tub/shower; etc.

27. Plumbing

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe plumbing work to be performed, such as: Install new hot & cold water piping; install 30 gal. (min.) glass lined gas hot water heater (52gal. If electric); install new kitchen stainless steel sink; install 3-piece bathroom with shower over tub; install laundry tray with faucet; replace defective sewer lines; connect to public sewer line; replace defective faucet at...; etc. REMEMBER TO INCLUDE PERMIT COSTS IF APPLICABLE.

Required Items: When feasible, connect to public water and sewer system where available.

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28. Electrical

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe electrical work to be performed, such as: Install 100 Amp service; Replace frayed exterior wire from service to main and into exterior panel box; install new ceiling light wall switches; install new lighting fixtures at.; install new exterior lighting; replace wall receptacles' install 3-way switch; install smoke detectors; install exterior wall exhaust fans; etc. REMEMBER TO CONFIRM AND INCLUDE PERMIT COSTS IF APPLICABLE.

Required work: 30 amp service must be upgraded to 100 amp minimum. Each sleeping area must be provided with a minimum of one (1) approved, listed and labeled smoke detector installed adjacent to the sleeping area. Smoke detectors may be battery powered when installed in existing or rehabilitated dwellings, However, where new construction is being added to an existing building, the smoke detector must receive its primary power from the building wiring, in conformance to local code and ordinances.

29. Heating

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe heating work to be performed, such as: Install new forced warm air heater; install new hot water boiler; install automatic flow control valve; install temp control valve at the boiler; install heat supply outlet in each room; etc.REMEMBER TO INCLUDE PERMIT COSTS IF APPLICABLE.

Required work: (a) Heating ventilating and air conditioning system supply and return pipes an ducts must be insulated whenever they run through unconditioned spaces. (b) Heating systems burner and air conditioning systems must be carefully sized to be no greater than 15% oversized, except to satisfy the manufacturers' next closest nominal size.

30. Insulation

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe insulation work to be performed, such as: Install insulation in crawl space, R-____; install insulation batts in attic R-__; install R-13 insulation batts in exterior walls; etc.

Required Improvements: 1) Insulate all openings in exterior walls where the cavity has been exposed as a result of the rehabilitation; 2) Insulate ceiling areas where necessary; 3) Replacement heating, ventilating, and air conditioning systems supply and return pipes must be insulated whenever they run through unconditioned spaces.

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31. Cabinetry

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe cabinetry work to be performed, such as: Install new base cabinets at.; install new kitchen countertops; install wall cabinets at.; install new vanity at.; etc. replace vanity countertop at.; etc. It may be necessary to provide cabinet elevations to show proper placement of cabinets (home buyer can obtain these from the building supply company).

32. Appliances

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe appliances work to be performed, such as: Install new range at; install new refrigerator at; install new dishwasher and disposal at; etc.

Required Items: Appliances must be new and not used to be included in the mortgage. Home buyers can provide used appliances, however, the cost cannot be included in the mortgage.

33. Basements

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe basements work to be performed, such as: Install minimum 3" thick concrete floor; poured concrete basement wall provide dry basement ; install new sump pump; replace termite (or other wood boring insect) damaged joists; etc.

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34. Cleanup

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe cleanup work to be performed, such as: Remove debris from property exterior; remove debris from property interior; broom clean all floors, clean all windows; clean all plumbing fixtures and appliances; rental for dumpster; etc.

35. Miscellaneous

Photo #	Repair Item or Work to be Performed	Unit	Calculation	Req	Notes

Describe miscellaneous work to be performed, such as: Move existing house onto mortgaged lot; Provide "Porta Pottys", RARELY USE THIS CATEGORY.

Feasibility Assessment and Determination

Once you have entered all the elements of the project, get your cost estimates from local contractor resources or from Homewyse.com. Use this details above to enter data into Genesis Rehab Reporting System (genesis203k.net).

Always include permit cost in each specific category where applicable and do not hesitate to ask for further evaluation or report from specialists to facilitate your report creation.

Reviewed By (Consultant) _____ Date: _____

Consultant's Genneral Summary Of Proposed Rehab/Improvements:

Total Cost Estimate \$ _____ Feasible Yes ____ No ____ (Explain)