



2109 Broadway, Suite 200
New York, NY 10023
212 496 0900 Tel
212 496 5389 Fax
info@research-alliance.org
www.mhrahome.org

Instructions for Applying for a Federal Housing Authority (FHA) Energy Efficient Mortgage

To apply for FHA's Energy Efficient Mortgage (EEM) for manufactured homes, follow the steps below:

- Step 1** Complete the *Request to Provide FHA EEM Energy Report Agreement*. (See page 2).
- Step 2** Complete a *Manufactured Home Energy Report* for each home to be evaluated. (See page 3).
- Step 3** Complete a *Manufactured Home Specification Sheet* for each home to be evaluated. (See page 4).
- Step 4** Submit the completed agreement, the Energy Report(s) and the Home Specification Sheet(s) to:

Manufactured Housing Research Alliance
2109 Broadway, Suite 200
New York, NY 10023
Fax: (212) 496-5389
Attn: Gwynne Koch
Email: gkoch@research-alliance.org

These forms can be downloaded from the MHRA web site: www.mhrahome.org



2109 Broadway, Suite 200
New York, NY 10023
212 496 0900 Tel
212 496 5389 Fax
info@research-alliance.org
www.mhrahome.org

Agreement: Request to Provide FHA EEM Energy Report

_____ hereby requests that the
(name of company)
Manufactured Housing Research Alliance (MHRA) determine the allowable increase in mortgage amount under the Federal Housing Authority (FHA) **Energy Efficient Mortgage** (EEM) program.

Specifically, MHRA is requested to provide the following services:

1. Estimate the energy costs of the home built *without* the ENERGY STAR[®] package.
2. Estimate the energy costs of the home built *with* the ENERGY STAR package.
3. Determine the present value of the energy savings that results from installation of the ENERGY STAR package.
4. Determine the allowable increase in home cost associated with the ENERGY STAR package.
5. Determine the increase in the mortgage amount allowed under the FHA **Energy Efficient Mortgage** (EEM) program.

In consideration of the above services, we agree to pay MHRA a fee of \$150 for each home for which a **Manufactured Home Energy Report** is provided.

The above is agreed and accepted to:

Signature

Date

Print name

Email address

Mailing address

City

State

Zip code



The Federal Housing Administration (FHA) Energy Efficient Mortgage Manufactured Home Specification Sheet

To apply for an FHA Energy Efficient Mortgage, enter the requested information below. Most of this information is available from the home manufacturer.

A. HOME CHARACTERISTICS

1. **ENERGY STAR package number:** _____
2. **Home length:** _____ ft
3. **Home width:** _____ ft

B. ENVELOPE

1. **Ceiling insulation R-value:** _____
2. **Wall insulation R-value:** _____
3. **Floor insulation R-value:** _____
4. **Foundation type** (check one): Crawlspace Heated basement Unheated basement

C. WINDOWS (including windows, skylights, bay windows and sliding glass doors)

1. **Total window area:** _____ sq ft
2. **Primary window type** (check one): Single pane Double pane Double Low-E
3. **Primary window frame type** (check one): Aluminum Vinyl
4. **Storm windows:** Yes No

D. HVAC EQUIPMENT/CONTROLS

1. **Cooling equipment** (check one and indicate efficiency):
 Heat pump _____ SEER A/C _____ SEER
2. **Heating equipment** (check one and indicate efficiency):
Electric: Electric resistance Electric heat pump _____ HSPF
Fossil fuel: Natural gas furnace _____ AFUE Oil furnace _____ AFUE
3. **Programmable thermostat:** Yes No
4. **Water heater** (check one and indicate efficiency):
Electric: Electric _____ EF
Fossil fuel: Natural gas _____ EF Propane _____ EF Oil _____ EF

E. DUCTS

1. **Supply duct location** (check one):
 Overhead
 Under floor (for multi-section homes, check one):
 Crossover duct inside (through rim) Crossover duct outside—insulation R-value: _____

F. OTHER SPECIAL ENERGY FEATURES

1. Indicate below other energy features included in the home and the cost to the homebuyer:

<input type="checkbox"/> Geothermal heat pump	\$ _____	<input type="checkbox"/> Solar water heater	\$ _____
<input type="checkbox"/> Air-to-air heat exchanger	\$ _____	<input type="checkbox"/> Water heater heat recovery unit	\$ _____
<input type="checkbox"/> Radiant barrier system	\$ _____	<input type="checkbox"/> Tankless water heater	\$ _____
<input type="checkbox"/> Ceiling fans	\$ _____	<input type="checkbox"/> Evaporative cooler	\$ _____
<input type="checkbox"/> Other:	_____		\$ _____

Person completing this sheet: Name _____ Title _____
 Address _____
 City _____ State _____ Zip code _____
 Phone _____ Fax _____

 Signature Date

Signer certifies to the best of his/her knowledge and belief that the information contained in this report is true and accurate and understands that the information in this report may be used in connection with an application for an Energy Efficient Mortgage to be insured by the Federal Housing Administration of the US Department of Housing and Urban Development.