Exhibit A-2, Attachment 1

CAPACITY BUILDING INITIATIVE- STRENGTHENING RESIDENTIAL FACILITY INFRASTRUCTURE

**Example Supporting Documentation to include with Monthly Reports**

Supporting documentation will be required for most repair or improvement activities; including, but not limited to, drawings, sketches, specifications, estimates or bids, and any other documentation required to fully establish progress toward completing activities in the work plan. Examples of supporting documentation for some projects, include, but are not limited to:

1. General Repairs or Improvements. Bids from different contractors, estimate/agreement for services of selected contractor, and invoice for payment.

Windows and Doors: detail photographs of window showing condition and configuration. Manufacturer specification sheet for replacement window/door.

Roof repair: Photographs and documentation of existing roofing. Manufacturer’s product description of roofing. Invoice/estimate/bid for removal, repair, installation, etc.

Plumbing: Photographs and documentation of plumbing issues (e.g. shower, decomposing pipes, etc.), description of work required to resolve plumbing issue, and invoice/estimate/bid for replacement including costs for removal and installation

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1. Health and Safety Improvements:

Fire Suppression/Security Installation: Manufacturer specification sheet for new unit or system. Plan/drawings of installation, including location of equipment, piping, vents. Information on any alterations required to accommodate new unit or system. Invoice/estimate/bid for replacement, repair, removal and installation.

1. Accessibility improvements to comply with the Americans with Disabilities Act (ADA)

Accessibility Ramp Installation: Photograph of proposed location for ramp/lift. Plan view of elevation drawing of ramp. Any manufacturer specifications. Invoice/estimate/bid for installation, including any reconfigurations necessary for installation.