Exhibit 13-1-D NSP

PRE-ACQUISITION PROPERTY SPECIFIC CHECKLIST FOR NSP PROJECTS

Prior to Acquisition – Environmental

Property Location: __________________________

1. _______ Environmental Statutory Checklist
   a. _______ Site Specific Checklist

2. _______ Documentation that property is vacant/occupied (3rd party (appraiser) statement, utility
   bills, photos, etc.)
   a. _______ Is the property occupied (Uniform Relocation Act – General Information Notice)

Project Request

3. _______ Project Request draft form (unsigned, approximate budget amount)

4. _______ Copy of Buy / Sell Agreement

5. _______ Project Request Form (signed, final budget amount)

6. _______ Project Budget and Uniform Status of Funds Spreadsheet (accumulative)
   a. Use of Funds -- Purchase _____ Financing _____ Rehab _____ 10% contingency _____
      Other _______

7. _______ Implementation Schedule included

8. _______ Listing of details for planned rehabilitation work (rehab limited to necessary items to meet
   HQS minimums) (if applicable)

9. _______ Contract Amendment Executed
   i. _______ Correct Contract Number
   ii. _______ Correct Amendment number

10. _______ Appraisal completed (within 60 days prior to offer to acquire property)
    a. _______ Date of appraisal (must be provided before purchase)

11. _______ Purchase Price discount _______ Amount of discount (at least 1%)

12. _______ Uniform Relocation Act acquisition notice (with or without eminent domain)

13. _______ Trustee Deed (proof of foreclosure, must be provided before purchase)

14. _______ Title Insurance Commitment or Title Insurance Binder (must be provided to NSP staff
    before the closing of any foreclosed purchase)

Immediately following Closing

15. _______ Settlement statement

16. _______ Recorded Abstract of Sub-Recipient or Developer Agreement

Near end of rehabilitation work
17. _______ Certification of prospective occupant as:
   a. _____ Income eligible at 120% AMI or less         Target AMI category _____
   b. _____ Completed HUD Certified Home Ownership Counseling

18. _______ Meets Section 504 requirements (Multifamily projects only)