

# Frequently Asked Questions (FAQs) for Fannie Mae Borrowers with Local or State Benchmarking Requirements

## What are Energy Performance Metrics?

### Q1. What are Energy Performance Metrics?

Energy Performance Metrics (EPMs) are metrics used to track energy and water over time to demonstrate how they impact a multifamily property's bottom line. The metrics are:

- Property ID: A unique property identifier generated by ENERGY STAR® PortfolioManager®.
- Fannie Mae Loan Number: A unique number provided by Fannie Mae for your loan.
- Year Ending Date: The year and month of the last twelve calendar months. Represents the timeframe for the ENERGY STAR Score and the Source EUI. Expressed as 12/2018.
- ENERGY STAR Score: A 1 to 100 score created by ENERGY STAR Portfolio Manager that summarizes the energy performance of a multifamily property.
- Source Energy Use Intensity (EUI): A metric representing the annual energy used at a property per square foot (kBtu/ft<sup>2</sup>).
- EPA Water Score: A 1 to 100 score created by ENERGY STAR Portfolio Manager that summarizes the water performance of a multifamily property.
- Water Use Intensity: A metric representing the annual water used at a property per square foot (gal/ft<sup>2</sup>).

### Q2. What is ENERGY STAR® Portfolio Manager®?

ENERGY STAR Portfolio Manager is a secure online tool used to measure and track energy and water consumption and costs, as well as greenhouse emissions. Using this tool allows users to benchmark property and/or portfolio performance while implementing every step of your energy management program, from setting a baseline to identifying goals and tracking improvements. This tool can also gain you recognition from EPA for your efforts.

ENERGY STAR Portfolio Manager can be accessed at [www.energystar.gov/portfoliomanager](http://www.energystar.gov/portfoliomanager).

## Frequently Asked EPM Questions

### Q3. Who must submit EPMs to Fannie Mae?

You are required to submit 2018 EPMs to Fannie Mae in 2019 if you are required to benchmark by local law in one of the cities listed on Fannie Mae's [website](#).



If you have a property that is located in a city or state that has local benchmarking laws but also has a Fannie Mae Green Mortgage Loan – you will receive assistance through Fannie Mae’s Green Measurement and Verification Service. More information, see [Fannie Mae Green Measurement and Verification Service FAQs - Green Mortgage Loan Borrowers](#).

**Q4. What is the deadline to submit EPMs to Fannie Mae? Is the deadline the same as the city’s deadline?**

Your loan’s Servicer will set the deadline to submit the EPMs to Fannie Mae. The city’s deadline may be after the Servicer’s deadline.

**Q5. How do I generate the Fannie Mae EPM Report?**

See detailed instructions in the [How to Submit 2018 Energy Performance Metrics for Borrowers with Local or State Benchmarking Requirements](#).

**Q6. How do I share my property with Fannie Mae?**

See detailed instructions in the [How to Submit 2018 Energy Performance Metrics for Borrowers with Local or State Benchmarking Requirements](#).

**Q7. What data do I need to create an EPM report?**

1. **Basic property details** about your property’s type and usage.

NOTE: To generate an EPA Water Score, you MUST enter a value for Irrigated Area.

2. **Energy consumption and cost data** for the entire property between January 1 and December 31, 2018.

3. **Water consumption and cost data** for the entire property between January 1 and December 31, 2018.

NOTE: “Entire property” consumption represents all meters serving common areas and tenant areas, regardless of whether the owner or tenant pays the utility bill.

**Q8. How do I find out the irrigated area of my property?**

See the EPA’s one-pager on [Irrigated Area and Water Use Tracking in Portfolio Manager](#), where you can find a detailed definition of irrigated area and suggested methods for determining this value.

## Frequently Asked Submission Questions

**Q9. How do I submit the report to my Servicer?**

See detailed instructions in the [How to Submit 2018 Energy Performance Metrics for Borrowers with Local or State Benchmarking Requirements](#). Go Fannie Mae’s [website](#) for the latest *How To* document.

**To submit via e-mail:** Forward the e-mail you receive from ENERGY STAR Portfolio Manager to your Servicer with the Excel attachment.

**To submit a printed hard copy:** Open the Excel spreadsheet from the e-mail and print the following six values to send to your Servicer:

- Property ID



- Fannie Mae Loan Number
- Year Ending Date
- ENERGY STAR Score
- Source EUI (kBtu/ft<sup>2</sup>)
- EPA Water Score
- Water Use Intensity (gal/ft<sup>2</sup>)

**Q10. What if I have multiple properties with one Servicer?**

When using Portfolio Manager, you have the option to select all properties with the Servicer to be included in a single EPM report.

**Q11. What if I have multiple properties with different Servicers?**

When using Portfolio Manager, generate a separate EPM report for each Servicer.

## **Third-Party Utility Service Providers and Other Questions**

**Q12. Can I use a third-party utility service provider or vendor to assist with data collection and submission?**

Yes. Several qualified firms specialize in utility data collection, submission to Portfolio Manager and compliance with local laws. Share these instructions with your vendor to be sure they can help you with Fannie Mae's submission as well.

**Q13. What if I have other questions about complying with my city's laws?**

Consult your city's website or benchmarking information hotline. Go to Fannie Mae's [website](#) for links to cities' websites.