



## Green Advantage<sup>®</sup>: Benchmarking FAQs

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1. Portfolio Manager allows Freddie Mac to receive all Benchmarking Data in a standardized format with standardized metrics. While there are many other software platforms available for utility benchmarking, Portfolio Manager is the most widely used. Most third-party utility software providers can readily connect with Portfolio Manager. For more information about connecting data to Portfolio Manager, download the PDF on, "[How to get utility data into Portfolio Manager](#)".
2. Borrowers who obtain a Green Up® or Green Up Plus® loan option are required to create an account in [Portfolio Manager](#) and should do so prior to loan closing.
3. As part of the Green Assessment® or Green Assessment Plus®, the third-party vendor (Green Consultant) will input historical consumption information for the property in Portfolio Manager. Once the Borrower has created their Portfolio Manager account, they can gain access to the property data by connecting their account to the Green Consultant's account.

To do this, the Borrower sends the username, email and property name to the Seller/Servicer who will then provide these details to the Green Consultant. The Green Consultant will send a connection request through Portfolio Manager and the Borrower must accept the connection request. Once this connection is established, the Green Consultant can share the property data directly to the Borrower's Portfolio Manager account.

4. Green Improvements are treated as repairs. Funds earmarked for Green Improvements are included in the Repair Reserve, and the requirements of the *Multifamily Seller/Servicer Guide*, Sections 39.1 and 39.3 apply. The Servicer must monitor and report on Green Improvements in accordance with the requirements of Section 39.4. Additional Servicing requirements are found in Section 39.10.

Seller/Servicers are responsible for ensuring Borrowers have access to the information input by the Green Consultant for the property in Portfolio Manager and following up with Borrowers who have not completed the required benchmarking reporting.

5. Borrowers are to start inputting utility consumption data on the **first** day of the second full month following the date of the Freddie Mac Loan Agreement.
6. Borrowers must continue benchmarking **monthly** through the last day of the calendar year following the fourth anniversary of the Freddie Mac Loan Agreement. Freddie Mac encourages Borrowers to continue to use Portfolio Manager after the required input period.
7. All Borrowers are required to benchmark **both** energy and water consumption for all utilities on the property, regardless of which Green Improvements are made. Annual benchmarking requires the collection of whole-property utility consumption data. If whole-property data is unavailable, the Borrower must obtain all owner-paid utilities and at least 10% of tenant-paid, individually metered units. While estimated tenant-paid usage can be used, estimated usage for monthly owner-paid or owner-managed (RUBS) utility information is not acceptable; actual data must be obtained.
8. Resources to assist in estimating the tenant consumption for the whole property, including a [Sampling Calculator](#), a [Sampling Protocol](#) and [General Guidance](#), are available at HUD's [Multifamily Utility Benchmarking Toolkit](#).
9. Suggested methods to obtain tenant data could include:
  1. Add a requirement in the lease agreement allowing the Borrower to obtain tenant consumption data from utility provider
  2. Send letters to tenants requesting permission for the Borrower to access utility consumption information from the local utility company
  3. Offer incentives to tenants to provide permission for the Borrower to access utility consumption information from the local utility company
  4. Schedule events to collect tenant permission for the Borrower to access utility consumption information from the local utility company
  5. Manually read tenant utility meters (most are located in spaces accessible to the Borrower)

10. Yes. If the property is in a jurisdiction in which the utility company will provide aggregate whole-property usage data, a connection can be established to automate the delivery of utility consumption data directly to Portfolio Manager. For more information, see the Freddie Mac [Benchmarking and Utility Information Resources](#) page or download a fact sheet on “[Utilities Providing Energy Data for Benchmarking in ENERGY STAR Portfolio Manager](#)”. While Borrowers may choose to manage inputting Benchmarking Data on their own, third-party vendors can be used in the reporting process.

11. Benchmarking Metrics are property performance measurements calculated by Portfolio Manager based on the utility consumption data provided by the Borrower in Portfolio Manager. The Benchmarking Metrics reporting requirement is an annual reporting requirement stipulated in the Freddie Mac Loan Agreement. Borrowers will respond to the reporting requirement by accessing a data request link that will be provided on [FreddieMac.com/Multifamily](#) to submit the following metrics:

- ENERGY STAR® Score
- Site Energy Use Intensity
- EPA 1-100 Water Score
- Water Use Intensity
- Portfolio Manager property identification

12. To generate the annual Benchmarking Metrics, Portfolio Manager requires 12 consecutive months (Jan-Dec) of energy and water consumption data to be entered based on the requested calendar year.

Borrowers will be required to submit metrics for each prior calendar year of complete Benchmarking Data. This requirement will commence starting with the first full calendar year from the date of the Freddie Mac Loan Agreement and continues through the remaining four calendar years following the date of the Freddie Mac Loan Agreement.

13. Freddie Mac, through Portfolio Manager, will create a link to submit Benchmarking Metrics and will make the link available at [FreddieMac.com/Multifamily](#). Once Borrowers have accessed the external link, it will generate a prompt in their Portfolio Manager account in the Reporting tab to produce a report with the required metrics.

Portfolio Manager will populate the report and Borrowers can submit the Benchmarking Metrics response in Portfolio Manager. The Borrower does not need to submit the report to the Servicer but must make it available to them if requested.

Note: A new link will be required for each calendar year

14. Benchmarking Metrics should be submitted via Portfolio Manager within 90 days after the end of each calendar year or by **March 31**. This is an annual requirement through the end of the fourth year after the date of the Freddie Mac Loan Agreement.

15. Borrowers must submit a Green Improvements Verification Certification indicating the actual date of completion of the improvements in their entirety. The certification should also include the list of improvements and performance specifications as noted in the Green Assessment. Borrowers must indicate each improvement installed and the performance specifications of that improvement.

For example, if a Borrower decided to install Low Flow Toilets specified for 1.25 GPF by the Green Consultant, the Verification Certification must list this improvement and the performance specification and indicate that it was installed per the specification.

16. Seller/Servicers must email the certification to Freddie Mac within 30 days of the actual completion date of the Green Improvements to [green\\_advantage\\_reporting@freddiemac.com](mailto:green_advantage_reporting@freddiemac.com).

17.

<b>Reporting Dates - Example</b>	
Freddie Mac Loan Agreement Date	10/15/2017
4th Anniversary of Freddie Mac Loan Agreement	10/15/2021
Input Period for Benchmarking Data	12/1/2017 to 12/31/2021
Benchmarking Metrics Delivery Dates	2018 Metrics 3/31/2019
	2019 Metrics 3/31/2020
	2020 Metrics 3/31/2021
	2021 Metrics 3/31/2022
Date of Actual Completion of Green Improvements	10/8/2019
Verification Certification Due Date	11/8/2019