



HAI Group

SUPPORTIVE PEOPLE DEDICATED TO HOUSING

Agency Kit

Affordable Housing Insurance Programs

Housing Insurance Services, Inc.

189 Commerce Court

Cheshire, CT 06410

800-873-0242, ext. 291

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HAI Group® is a marketing name used to refer to insurers, a producer, and related service providers affiliated through a common mission, management, and governance. Property-casualty insurance and related services are written or provided by Housing Authority Property Insurance, A Mutual Company; Housing Enterprise Insurance Company, Inc.; Housing Specialty Insurance Company, Inc.; Innovative Housing Insurance Company, Inc.; Housing Investment Group, Inc.; and Housing Insurance Services, Inc. (DBA Housing Insurance Agency Services, Inc. in NY and MI). Members of HAI Group provide commercial property and casualty insurance to affordable housing organizations, public housing authorities, and related entities. Not all products are available in all states. Coverage is subject to the terms of the policies actually issued. A risk retention group or surplus lines insurer may provide certain coverages. Risk retention groups and surplus lines insurers do not participate in state guaranty funds, and insureds are therefore not protected by such funds if insured by such entities. For a complete list of companies in the HAI Group family, visit www.housingcenter.com.

Affordable Housing Insurance Program Overview

The affordable housing insurance program is written by Housing Enterprise Insurance Company, Inc., (HEIC) an admitted carrier offering property and casualty coverage as well as optional equipment breakdown, non-owned and hired car and employee benefit coverage tailored to for-profit and not-for-profit providers of affordable housing, mixed-income housing, and tax credit financed housing. HEIC, rated A (Excellent) by A.M. Best Company, is part of the HAI Group family of companies providing insurance and risk management services to low- and mixed-income housing providers.

About HAI Group

When you're looking for a company that understands the complexities of the Rental Assistance Demonstration (RAD) program and Low Income Housing Tax Credit (LIHTC) projects, you can count on HAI Group. We understand housing programs better—because it's all that we do. Trusted for more than 30 years, we combine our proven experience with superior customer service and comprehensive insurance coverage to protect and preserve your housing assets.

What Sets Us Apart

- Recognized leader in affordable housing since 1987
- Available in 48 states and the District of Columbia
- Insure more than \$57 billion in building values across the US
- Unique coverage enhancements with a variety of options available, such as Loss of Low Income Housing Tax Credit coverage
- RAD conversions – handled the largest portfolio conversion in the nation
- Unique *HousingPlus* endorsement
- Flexible commercial liability and property coverage available using AAIS forms
- In-house claims services, with online claims and policy information accessible 24/7
- Competitive pricing for your affordable housing risks
- Installment pay plans are available for qualifying accounts
- Policies issued on agency or direct bill

Target Market

- Affordable or mixed-income housing
- HUD-financed properties
- Low-income senior housing
- Section 8
- Tax credit developments

Available Products

Comprehensive insurance products, tailored for the affordable housing industry, such as:

- Business income
- Commercial property
- Equipment breakdown (Boiler & Machinery)
- General liability

How to Get Started

Commission is 15%. Agents must complete and submit the following forms:

- Agency Certificate of Errors & Omissions Coverage (\$1M minimum limit)
- Copy of agency license
- Copy of individual agent license(s)
- [W-9 form](#)
- [Signed sub-producer agreement](#)

Applications for new submissions may be submitted by email or mail.

- Email: intake@housingcenter.com
- Mail:
Ken Merrifield, Director of Account Services
Housing Insurance Services
189 Commerce Court
PO Box 189
Cheshire, CT 06410-0189

Submission Guidelines

Full submission required with 30 day lead time preferred. Required documents include:

- [Affordable Housing Supplemental Questionnaire](#)
- Completed ACORD Apps
- Currently valued three to five-year loss runs, plus current year (within last 60 days)
- Statement of values with COPE information (locations must be broken down by building)

Ineligible Risk

- Assisted living
- Group homes
- Mobile homes
- Public housing
- Shelters
- Single Room Occupancy (SRO)
- Student, transitional, or short-term housing
- Vacant buildings and buildings with more than 10% vacancy

Compare and See How Our Standard Policy Stacks Up

Our standard policy form includes items most do not, with higher limit options available upon request.

Coverage	ISO Property Form ¹	Commercial Property Form
Newly Built or Acquired Buildings (120 days)	250,000	2,000,000
Debris Removal Additional Expense	25,000	250,000
Property In Transit	5,000	50,000
Trees, Shrubs, and Plants	1,000	50,000
Virus and Hacking (12 month period)	2,500	50,000
Pollutants Cleanup and Removal	10,000	25,000
Personal Effects (Per Location)	2,500	25,000
Ordinance or Law (Increased Cost to Repair/Cost to Demolish and Clear Site)	10,000 or 5% per building	250,000
Valuable Papers	2,500 per premises	100,000
Accounts Receivable and Fine Arts	Optional endorsement	100,000
Software Storage	Optional endorsement	50,000
Underground Pipes, Pilings, Bridges and Roadways	Not covered	250,000
Inventory and Appraisal Expense	Not covered	50,000
Off Premises Utility Service Interruption - Limit	Not covered	50,000
Recharge of Fire Extinguishing Equipment	Not covered	50,000
Expense for Expediting Repairs	Not covered	50,000
Flood and Earthquake (for eligible properties, where available)	Not covered	25,000
Off-Premises Computers	Not covered	25,000
Sewer Backup	Not covered	25,000
Tenant Move Back Coverage	Not covered	15,000
Theft, Disappearance of Destruction (money on/off premises)	Not covered	10,000/5,000
Counterfeit or Forged money or checks	Not covered	5,000
Key and Lock Replacement	Not covered	5,000
Laptop Computers	Not covered	5,000
Theft of Covered Property due to Fraud and Deceit	Not covered	5,000
Expense for Emergency Removal of Covered Property	Not covered	5,000
Ordinance or Law (Undamaged Parts of Building)	Not covered	Included in building limit
Building Foundations	Not covered	Included in building limit

¹ Comparison to ISO Property Form CP00101012. The information provided is a general description, and is not a statement of contract. Coverage is subject to eligibility requirements, terms, conditions and exclusions contained in the policy and endorsements. Higher limits for ISO and HEIC commercial property forms are available for additional cost.