



SCEP
STATE & COMMUNITY ENERGY PROGRAMS

Community Action Kentucky Annual Convention

June 11, 2024

Ray Judy – DOE Technical Project Officer
Supervisor



Weatherization Assistance Program

Leadership Team & Updates

Office of State and Community Energy Programs (SCEP)

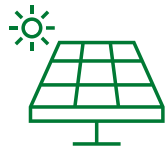
Our goal is to **extend the capacity and capabilities** of states, tribes, local governments, schools, and community-serving organizations to **implement high-impact, self-sustaining clean energy projects** that **center the needs of low-income and Disadvantaged Communities (DACs)**.

SCEP does this through the management and oversight of **\$16 billion** worth of formula grants, competitive grant awards, consumer rebate grants, and technical assistance.

SCEP Strategic Priorities



**Center and
deliver on J40
priorities**



**Deploy clean
energy
technologies**



**Catalyze local
economic
development**



**Create
jobs**



**Avoid pollution
through place-
based strategies**



**Reduce
energy costs**

WAP Leadership Update



Keishaa Austin

Acting Director

Office of State and Community
Energy Programs (SCEP)



David Gipson

Deputy Director

Weatherization Assistance Program
Office of State and Community
Energy Programs (SCEP)

WAP Team | March 2024

WAP Retrofit and Readiness

Program Manager: *Carrie Smith*
Lead Policy Analyst: Amanda Rains

<u>Programmatic POs</u>	<u>Technical POs</u>
Supervisor: <i>Detrick Clark</i>	Supervisor: <i>Ray Judy</i>
Floris Weston – Lead PPO	Shawn Green
Tawanna Halloway	Tommi Makila
Christine Askew	Ryan Middleton
Michaeal Peterson	Ben Tucker
Julie McAlpin	Robin Lee
Sasha Tidwell	Tim Petrides
Rhonda Harding-Hill	William Kraus
Scott Kuhn (WRF)	1TPO: Vacant
Stacey O'Leary	
Nikki Eliashev	

TPO = Technical Project Officer
PPO = Programmatic Project Officer

WAP Innovation

Program Manager: *Amy Klusmeier*
E&I Coordinator: Brittany Price
SERC/CSPP Coordinator: Katy Kujawski
Lead Data Analyst: Rose Croog
ORISE Fellow: Maxima Paredes

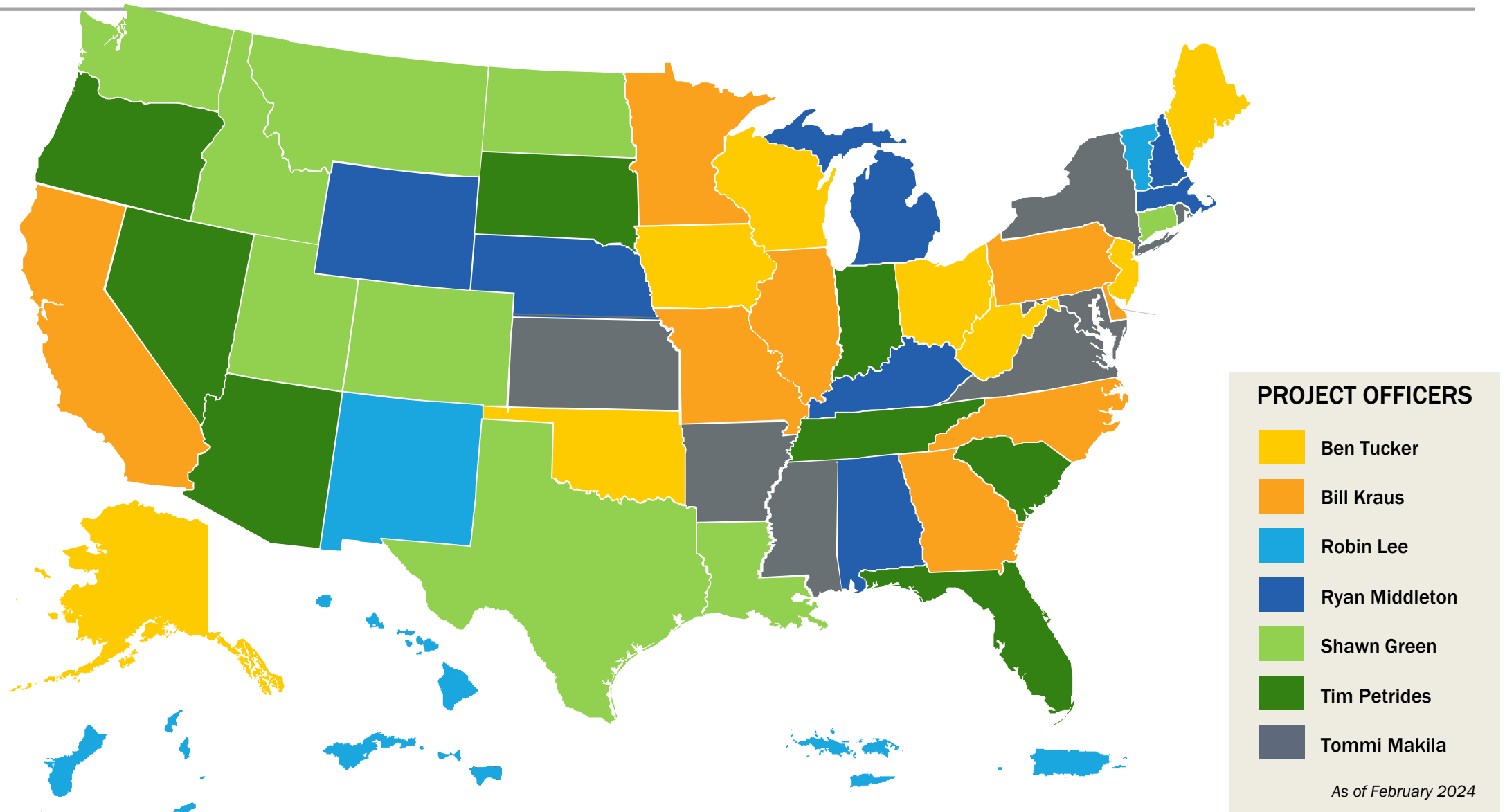
E&I TPOs:
Angel Ortiz
Chelsea Mervenne
Nava Rastegar

WAP T&TA

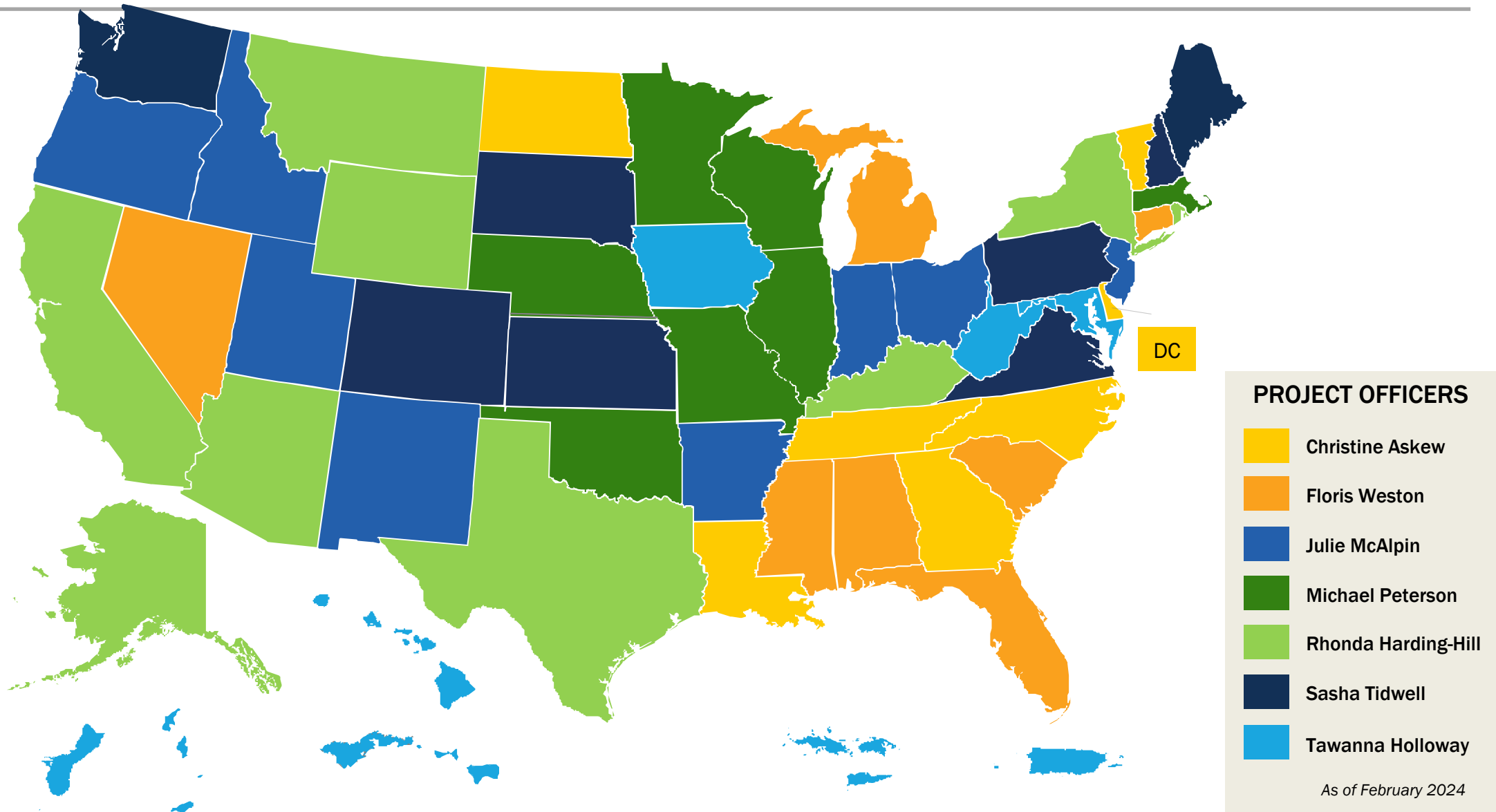
Program Manager: *Derek Schroeder*

T&TA TPOs:
Evan Pagliuca
Muska Kamran

WAP Technical Project Officer Assignments



WAP Programmatic Project Officer Assignments



Agenda

- Session 1
 - Who Does What in Weatherization?
 - Policy & Funding Updates
 - DOE Monitoring
- Session 2
 - What Funds Are Most Important to Spend?
 - Weatherization Readiness Funds (WRF)
 - WA – Transition to the Cloud
 - Multifamily Weatherization

Weatherization Assistance Program

Roles & Responsibilities – Who Does What?

WAP Funding Progression

**Congressional
Appropriations**

DOE/SCEP

Grantee

Subgrantee

**Low-Income
Households**

WAP Program Authority and Requirements



Statutory



Regulatory



Guidance

Congressional Role

- Authorizes Weatherization Assistance Program
- Appropriates funding annually
- Changes, updates, or makes additions to statute
 - Average cost per unit (ACPU) or
 - Re-weatherization Date
- Created and appropriates the Weatherization Readiness Funds (WRF)

DOE Role

- Awards funding to Grantees (states & territories)
- Reviews and approves Grantee state plans
- Develops guidance Weatherization Program Notices (WPN) & Weatherization Memorandums
- Monitors each Grantees WAP (both onsite and virtual)
 - Financial, programmatic and technical reviews
 - Quarterly Performance Reports & Federal Funding Reports
- Responds to client concerns/inquiries
- Engages with partner organizations such as NASCSP & NCAP to support network
- Ensures compliance to statute, regulations and guidance

Grantee Role

- Selects and manages WAP subgrantees
- Prepares and submits annual state plan to DOE
- Allocates funding to subgrantees
- Issues and manages contracts with all subgrantees
- Monitors subgrantees
- Regular reporting to DOE
- Develop and provide training to subgrantee network
- Develop and submit to DOE T&TA Plan, Health & Safety Plan, Energy Audit Tool, decisions regarding use of Regional Priority Lists, etc.
- Ensure field guide aligns with SWS and is kept current
- Ensures compliance to statute, regulations and program guidance

Grantee WAP Duties & Responsibilities

- What does the Grantee do for the WAP?
 - Ensures all DOE funding is administered appropriately
 - Participates in regular calls with assigned DOE Project Officers
 - Ensures subgrantees are on track for spending and production benchmarks
 - And the list goes on...

Subgrantee WAP Roles & Responsibilities

- What does the subgrantee do for the WAP?
 - Ensures funding is spent within DOE and Grantee regulations
 - Provides needed workforce to perform the work
 - Properly inspects all work and ensures highest quality possible
 - Provides or secures training for Weatherization staff
 - Maintains the proper average cost per unit (ACPU) while administering the WAP funding
 - Ensures the highest quality of work is provided to our low-income clients
 - Ensures the client's home is safe during and at completion of WAP services
 - Maintains financial practices sufficient to ensure funding is handled and spent appropriately
 - Ensures compliance to statute, regulations and guidance

Subgrantee WAP Duties & Responsibilities

- What does the subgrantee do for the WAP?
 - Obtains energy savings for the client
 - Provides highest quality energy conservation measures possible

PROGRAM & POLICY UPDATES

DOE WAP Regulations, Policy & Guidance

- WAP Regulations and Guidance
 - 10 CFR 440
 - 2 CFR 200
 - Weatherization Program Notice (WPN)
 - Weatherization Memorandum
 - Where are they found?
 - [Weatherization Program Notices and Memorandums | Department of Energy](#)

Recently Released Guidance

- WPN 24-2 – Program Year 2024 Allocations
- WPN 24-4 – WAP Monitoring Procedures
- WPN 24-7 – Optional Budget Flexibilities for the ACPU
- WAP Memorandum 124 – Allowable Use of Training Funds for EOW
- WAP Memorandum 126 – HEP Energy Auditor & QCI Certification Scheme Update
- WAP Memorandum 127 – Use of Training Funds for NCAP

BIL WPN and Memorandums

Weatherization Memorandum 120: WAP Bipartisan Infrastructure Law Annual Guidance Implementation and WPN Numbering

- *This memorandum provides direction on how to apply annual application updates to their BIL grant and describes the background on BIL program guidance renumbering.*

WPN BIL-5, Average Cost Per Dwelling Unit and Allowable Use of Funds Update (released 12/22/2023)

- *Addresses an update to how Bipartisan Infrastructure Law (BIL) Grantees should calculate the Average Cost Per Dwelling Unit (ACPU) in weatherized homes and allowable expenditures associated with using Department of Energy (DOE) Weatherization Assistance Program (WAP) funds.*

WPN BIL-6, Applicability of Davis-Bacon Act Prevailing Wage Requirements to WAP BIL (released 1/25/2024)

- *This document provides guidance on the Davis-Bacon Act as applicable to Bipartisan Infrastructure Law grants.*

WPN BIL-5:

Average Cost Per Dwelling Unit and Allowable Use of Funds Update



BIL funded grants will follow a **5-year average ACPU limit** for Program Years (PY) 2022-2027.



Allowable to weatherize homes with **BIL funds braided in conjunction with WRF, SERC, and/or E&I funds.**



A home weatherized with BIL funds **SHALL NOT be braided with WAP formula or CSPP funds.**



When DOE funds are braided, ***measures must be paid, in full, with a single DOE funding type and are not to be co-funded.***

BIL Average Cost Per Dwelling Calculator Resource

WAP Grantee BIL ACPU Calculator

Instructions:

Cells in Beige are established historic numbers and may not be changed.

Enter data only in the Green cells

All Yellow cells are auto-calculated based on user inputs

Cells G8:G10 will change color based on final results. Red means over allowable ACPU budget

WAP Program Year	2022	2023	2024	2025 (Est.)	2026 (Est.)	BIL 5-year ACPU (Est.)
Maximum Allowable ACPU	\$ 8,009	\$ 8,250	\$ 8,497	\$ 8,667	\$ 8,840	\$ 8,453
Max Renewables ACPU	\$ 3,929	\$ 4,047	\$ 4,169	\$ 4,252	\$ 4,337	\$ 4,147
Enter Grantee BIL ACPU	\$ 24,000	\$ 12,000	\$ 8,200	\$ 8,250	\$ 8,300	
Enter Grantee BIL Units Completed	50	100	500	2000	4000	6650
Estimated Grantee Budget Expenditure	\$ 1,200,000	\$ 1,200,000	\$ 4,100,000	\$ 16,500,000	\$ 33,200,000	\$ 56,200,000
Grantee Estimated BIL ACPU						\$ 8,451.13
Difference from Maximum Estimated BIL ACPU						\$ (1.52)
Total Budget Difference						\$ (10,081.00)

	2025 CPI or 3% whichever is less (est.)	2026 CPI or 3% whichever is less (est.)
Enter estimated annual ACPU adjustment	2.00%	2.00%

Table below shows historic ACPU changes and the corresponding Consumer Price Index (CPI) % change. Any year the CPI is higher than 3%, regulation directs WAP to use 3%.

Historical WAP %		CPI*
2002	2.7%	2.7
2003	1.8%	1.8
2004	2.2%	2.2
2005	2.7%	2.7
2006	3.0%	4.7
2007	2.1%	2.1
2008	2.8%	2.8
2009	3.0%	4.8
2010	-1.3%	-1.3
2011	1.1%	1.1
2012	3.0%	3.9
2013	2.0%	2.0
2014	1.2%	1.2
2015	1.7%	1.7
2016	0.0%	0.0
2017	1.5%	1.5
2018	2.2%	2.2
2019	2.3%	2.3
2020	1.7%	1.7
2021	1.4%	1.4
2022	3.0%	5.4
2023	3.0%	8.2
2024	3.0%	3.7
Average	2.0%	2.6

*October BLS report

WPN BIL-6:

Applicability of Davis-Bacon Act (DBA) Prevailing Wage Requirements to WAP BIL

DBA applies only to work performed ***on multifamily buildings not fewer than 5 units using BIL funding.***

- Grantees, Subgrantees, contractors, and subcontractors ***must include*** the applicable wage determinations in bid solicitations, assistance agreements, and the resulting contracts and grants.
- DOE procured [LCPTracker software](#) to assist the WAP network to streamline payroll certification compliance.
 - ***Grantees/Subgrantees must use this system to comply with DBA requirements.***
 - DOE will not require any retroactive filing in LCPtracker for certified payrolls already completed prior to launch of LCPtracker. ***However, Grantee/Subgrantee must maintain DBA records of all work performed subject to DBA, and make the DBA records available for review, as requested.***
- Questions regarding LCPTracker and/or DBA, please contact evan.pagliuca@hq.doe.gov

DBA Implementation Chart

TASK	DOE	GRANTEE*	SUBGRANTEE**	CONTRACTOR	SUBCONTRACTOR
Include DBA specifications and requirements in all awards/contracts.	●	●	●	●	
Certify prevailing wages were paid to laborers and mechanics for work performed on buildings with not fewer than 5 units.		● <i>If serving as Subgrantee</i>	● <i>If crew-based</i>	●	●
Oversight/Monitoring to ensure compliance.	●	●	●	●	
Record retention, document compliance.	●	●	●	●	●

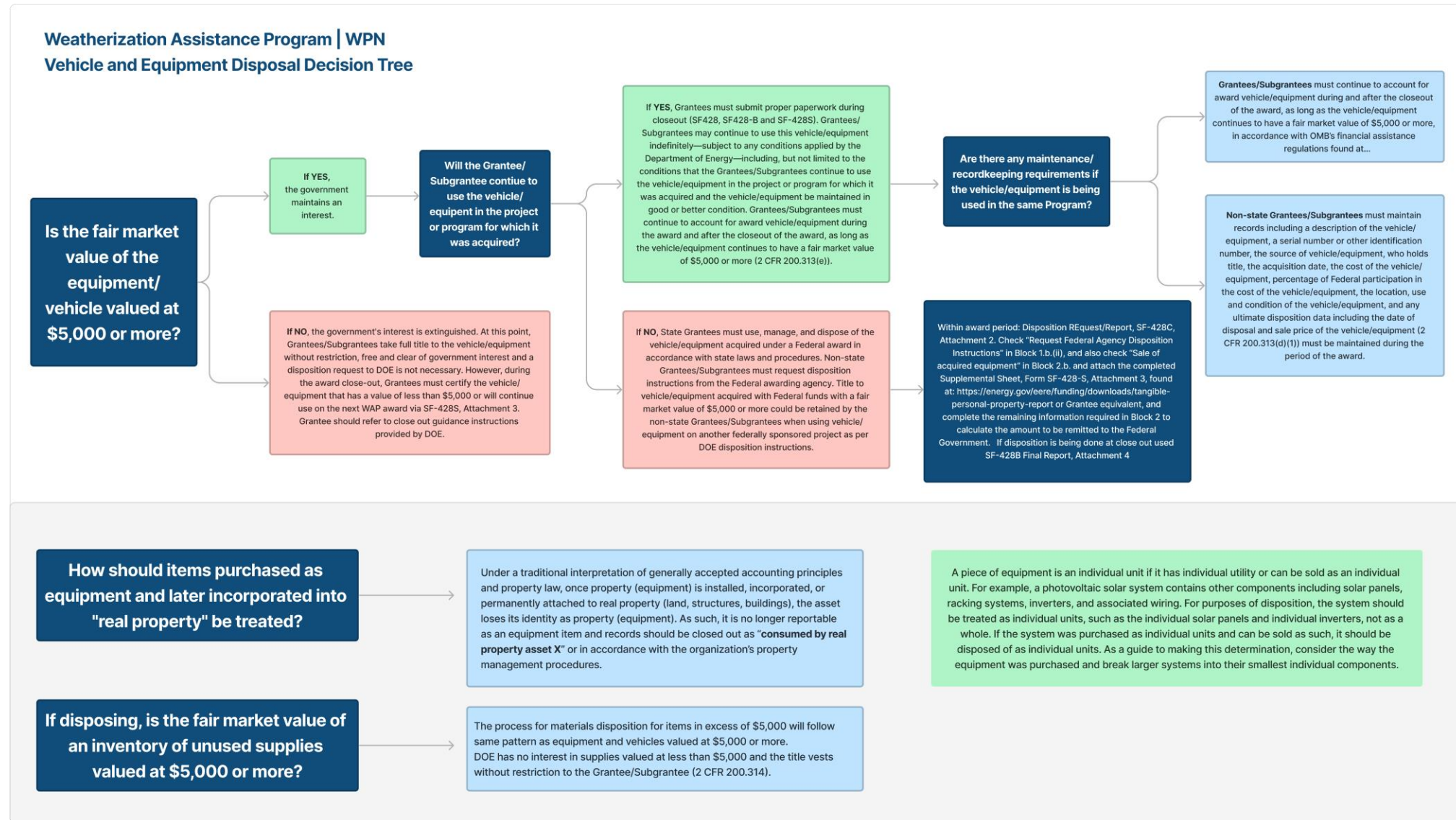
*Grantees that are not units of government (e.g., awardees under the competitive grants) may be subject to DBA requirements if performing work on units. Grantees should review the Frequently Asked Questions and consult with their respective Project Officer, if unsure of applicability.

**If the Subgrantee is a unit of local government, certain requirements may not apply.

Weatherization Program Notice 24-6: Vehicle and Equipment Purchases and Disposition Using Weatherization Assistance Program Funds

- Grantees must use, manage, and dispose of vehicles and equipment acquired under a federal award in accordance with state laws and procedures per [2 CFR 200.313 Equipment](#).
- Per [10 CFR 440.18\(c\)\(3\)](#), for the purposes of determining the average cost per dwelling unit (ACPU), costs for the purchase of vehicles or other certain types of equipment may be amortized over the useful life of the vehicle or equipment.
- Any purchase of vehicles must receive prior approval per [10 CFR 440.18\(d\)\(6\)](#).
- When a Grantee includes anticipated vehicle/equipment purchases (including anticipated Subgrantee purchases) and their Plan is approved, ***the prior approval requirement is satisfied without the need for subsequent approvals.***
- Procurement requests can be expedited when Subgrantees include an option to use the Grantee's pre-negotiated vehicle procurement agreements in their respective policies/procedures.
- Procedures for managing vehicles and equipment, whether acquired in whole or in part under a federal award, until disposition takes place, ***must meet the minimum requirements per [2 CFR 200.313\(d\)](#).***

Vehicle and Equipment Disposal Timeline



Memorandum 109: HUD Lists (REVISED)

Issue Date: December 15, 2023

UPDATES:

Multifamily Property Lists

- Added addresses for public housing list
- Provided SFH/Duplex list to each Grantee
- Cleaned up titles of columns
- Provided a data dictionary
- Deeper FAQs

BUILDING LISTS:

Public Housing Buildings Qualified

Buildings that are 100% income eligible.

Public Housing Further Verification Required

Buildings that might be income-eligible but require further verification.

Assisted Multifamily Properties

Privately owned HUD-assisted housing that are income eligible for whole building weatherization.

Memorandum 114: Regional Priority List Updates

Issue Date: September 8, 2023

UPDATES:

Optional Heating & Cooling equipment measures:

- Updated protocols and transition to XXXX2 values changed the minimum efficiency ratings and values required by WAP.

Programmable thermostats:

- Clarification that programmable thermostats are a required part of the optional HVAC installations.
- The Standard Work Specifications (SWS) already requires that newly installed thermostats be programmable, but this was not clear to some implementors of the PL; therefore, DOE inserted clarifying language in the PL to address this item.

REQUIREMENTS & TIMING:

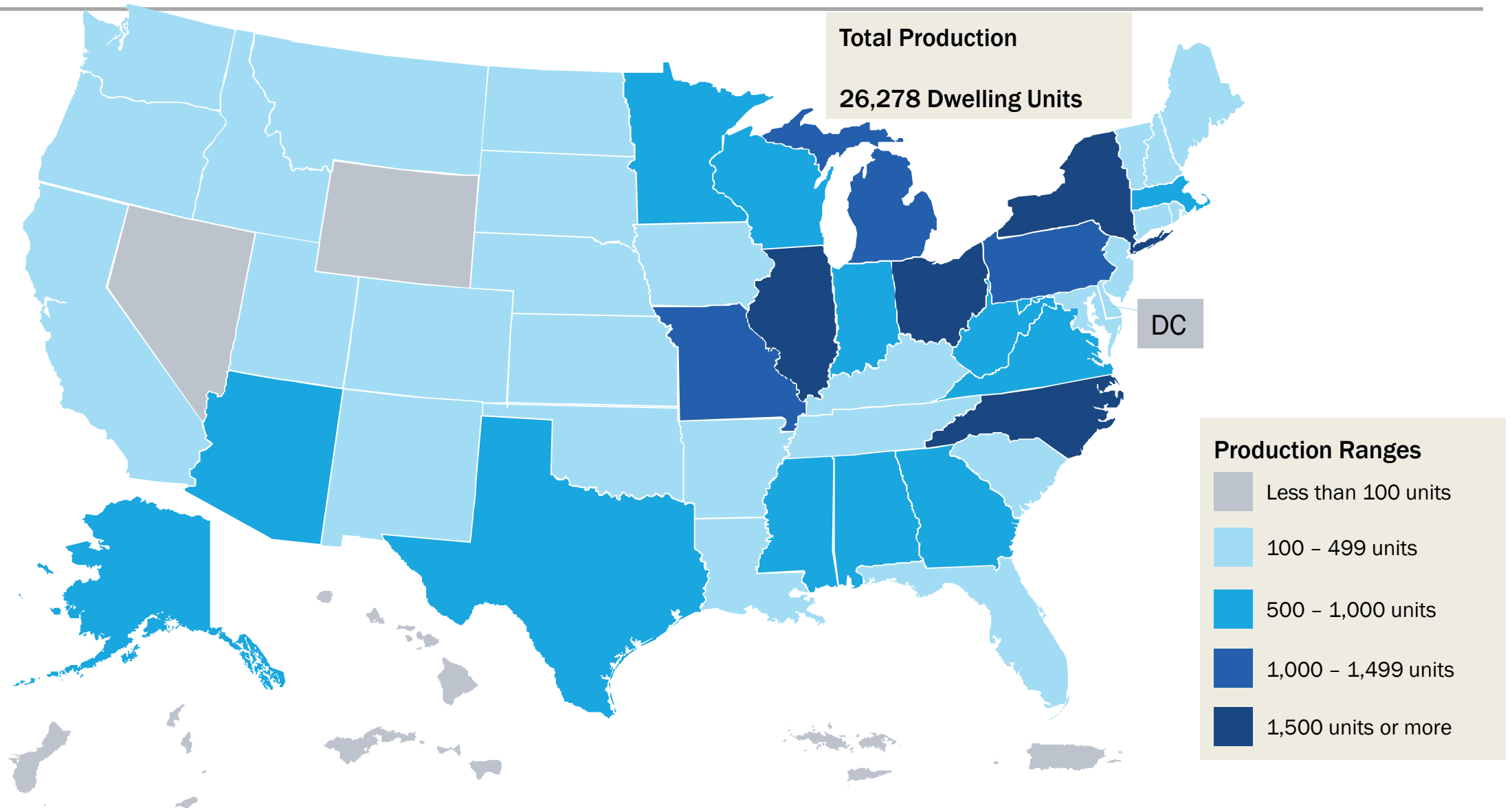
Update to the Regional Priority Lists and the associated forms is effective immediately for all new projects audited after **October 1, 2023**.

Grantees must update all associated measure lists and forms to reflect these updates prior to this date.

If using priority lists, Grantees need to update their forms and materials per the updates.

WAP RETROFIT & READINESS

WAP Program Year 2022 Production Update



Program Year 2023 | Current Production and Expenditures



**11,797 units
weatherized**

(37% of targeted total of
32,255 units)



**\$158,175,017
total expenditures
(~46% of total funds)**

*Data as of quarter ending
March 30, 2024*

Fiscal Year/Program Year 2024

- On March 9, 2024, President Biden signed H.R. 4366, the Consolidated Appropriations Act, 2024
- This act appropriates a total of \$326,000,000 for Fiscal Year 2024
 - Same as Fiscal Year 2023
- Which included
 - \$19.5m Innovation
 - \$6.5m SERC
- WRF was also funded in Fiscal Year 2024
 - \$30m

PY 2024 Application Due Dates

April 1st Start Date:

Applications were due **February 9, 2024**

July 1st Start Date:

Applications were due by **May 3, 2024**

 **PY24 is final year of the grant cycle!**

PY 2024 Monitoring Plan

- DOE monitoring of Grantees will cover *both formula and BIL grants*.
- **Two grants = two monitoring assessment reports + related action items.**
- Every Grantee will receive:
 - Up to one onsite technical monitoring visit.
 - A few visits could be moved to early 2025
 - Programmatic monitoring, either onsite or desktop.

Technical monitoring will review *both completed and in-process formula and BIL production units* whenever possible.

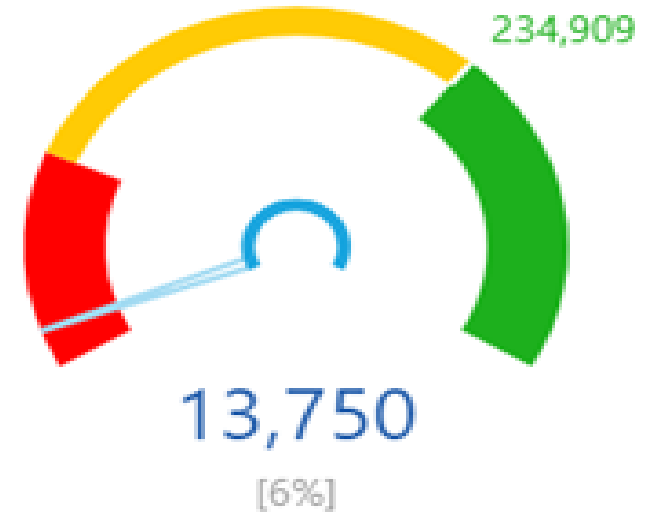
- SERC units will be scheduled for those Grantees who received SERC funding.

WAP BIL AWARDS

BIL Grants | Expenditures and Production Updates

WAP BIL Dashboard | Production

- 13,750 BIL units weatherized.
- \$213,037,522 total expenditures (~6.8% of total BIL funds expended).



BIL Grants – Goals for Remaining 50% of BIL Allocation

The remaining 50% of the BIL grant will be released once the following goals are achieved:

- 30% of all BIL units estimated to be weatherized in approved Weatherization Plans are weatherized.
- DOE-approved monitoring plan and inspection protocol implemented.
- Monitoring completed at each Subgrantee at least once per year.
- Local quality control efforts are in place.
- At least 5% completed units inspected by Grantee QCI annually.
- Grantee progress reports are acceptable and submitted in accordance with grant requirements.
- DOE monitoring review confirms acceptable performance.



INNOVATION

Innovation Dashboard

View data on the initial awarded round of Innovation grants



High-Level Information

High-level data from awards made via WAP Innovation programs, including 21 E&I Awards, 15 SERC awards, and 3 CSPP awards.

39

Innovation Projects

\$60.73M

Innovation Funding

1,454

Planned Workers Trained/Certified

4,726

Planned Units

51.44%

of Units in DACs*

*While all WAP eligible households are low-income, E&I grantees were asked to track the degree to which WAP units fell within geographically defined disadvantaged communities (DACs).

Promising Practice

Cold Climate Heat Pumps in Rural Alaska

\$1,000,000

Total Funding

Grantee
Rural Alaska Community Action

Project Location
Alaska

45

Target E&I Units

Project Goals

- Provide **education, energy assessments, safety checks**, and **deep-energy retrofits** to 45 households in two Alaskan Native Communities: Elim and Koyuk.
- Explore the effectiveness of **air-to-air cold-climate heat pumps and energy recovery ventilators** to target **45 high-energy burden households** and evaluate the applicability and inclusion of energy-efficient technologies in Alaska's challenging northern climate.

45

Target E&I Units in
DACs

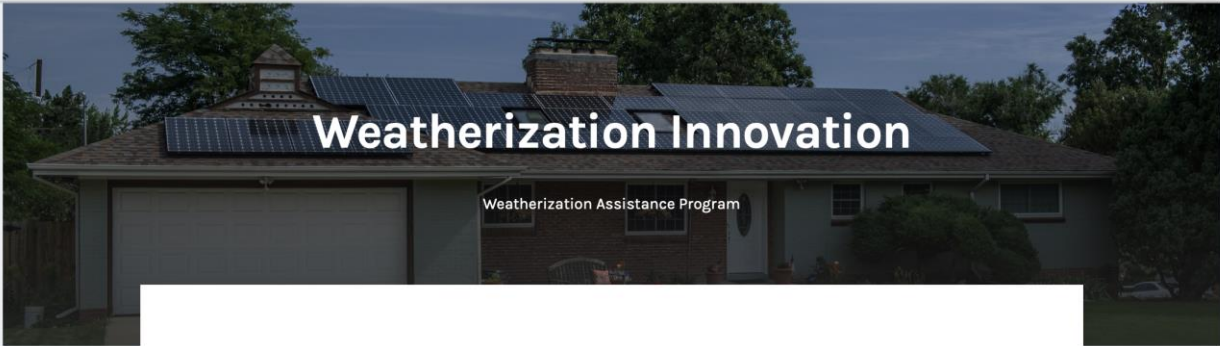
2

Target Hired
Workers

WAP Enhancement & Innovation – **Single Family & Manufactured Housing**

Innovation Website

WEATHERIZATION ASSISTANCE PROGRAM



Weatherization Innovation

Weatherization Assistance Program

Weatherization Assistance Program » Weatherization Innovation

About the Weatherization Assistance Program Innovation Grants

The U.S. Department of Energy (DOE) Weatherization Assistance Program (WAP) offers competitive grants for innovation, provides training and technical assistance (T&TA) to grantees, disseminates best practices, and scales innovation to the formula WAP.

Innovation grants are available to WAP Grantees, Subgrantees, and non-profit organizations to demonstrate innovative technologies and approaches that go beyond the scope of the WAP formula program. These grants fund projects that support the government-wide approach to the climate crisis by driving the innovation that can lead to the deployment of energy efficiency retrofits and clean energy technologies, which are critical for climate protection.

Additionally, these grant-funded projects improve the energy efficiency of America's housing stock, and benefit low-income households by improving indoor air quality and reducing utility bills. Through place-based projects, these grants enable deeper energy retrofits of low-income housing, support the local workforce, and further accelerate The Office of State and Community Energy Program's deployment of clean energy technologies.


Sustainable Energy Resources for Consumers (SERC) Grant

The application for the WAP SERC Grant is open to current WAP Grantees and Subgrantees. Apply now!

Apply for an Innovation Grant


DOE WAP Grantees, Subgrantees, and Non-Profits

VIEW MORE




About the Innovation Grants

VIEW MORE



Training & Technical Assistance (T&TA) Resources

VIEW MORE



Questions?
Weatherization.Innovation@hq.doe.gov

WAP SERC BIL Funding Opportunity

BIL SERC Grants - \$70 million

- [WAP Memorandum 117](#)
- Announced November 2023; **Updated January 2024**
- Open to existing Grantees and Subgrantees.
- ACPU and SIR **do NOT apply** to these funds.
- ***Davis Bacon provisions do apply to buildings with 5 or more units.***
- Applications are accepted through [PeerNet](#)

Review process for current submissions are ongoing.

SERC Project Technology Examples

- Onsite renewable energy technologies
- Air source/Ground source heat pump technologies
- Cool roof technologies
- Integration with utility smart-grid pilots or implementations
- Heat Pump Water Heaters
- Windows - triple or double pane low-e and u factor, high r value
- Whole-House Ventilation – balanced, energy recovery
- Installing new electrical panels or materials to support the electrical upgrades necessary for SERC measures being installed.

WAP SERC BIL Funding Opportunity Resources

Available Resources:

- Grantee Certification Statement – required template
- Community Benefits Plan – required template
- Letter of Commitment – optional template
- PeerNet Registration Instructions
- Frequently Asked Questions (FAQ)
- SERC Quick Guide

**SCEP**
STATE & COMMUNITY ENERGY PROGRAMS

**Weatherization Assistance Program
– Sustainable Energy Resources for Consumers
Grant Application Instructions**

Expand Technologies and Weatherization Benefits in Your Program

Use this quick guide to navigate the Bipartisan Infrastructure Law (BIL) Sustainable Energy Resources for Consumers (SERC) Grant Application. The U.S. Department of Energy (DOE) seeks applications that will drive innovative strategies and technologies in weatherization and maximize energy burden reduction for low-income households.

This guide covers important tips and information within the WAP Memo 117: Sustainable Energy Resources for Consumers (SERC) Bipartisan Infrastructure Law (BIL) Grant Application Instructions but should not be the only guide used. Applicants should read the full application requirements in **Weatherization Memorandum 117**. \$70m in BIL funds are available, and there is no cap on the award maximum.

- 1**
Is this opportunity a good fit for your organization?
If you are a WAP Grantee or Subgrantee seeking to include innovative approaches to weatherization, or implement technologies typically not covered under the program in order to advance weatherization, chances are, the answer is yes! While developing your application, keep in mind:

Projects need to adhere to the statutory priorities of SERC:
 - Effectiveness and benefits to eligible low-income households
 - Potential for replication
 - Impact on health & safety and energy costs
 - Partnerships with other public and private entities
- 2**
What types of projects will be considered?
SERC BIL funds shall be used to install renewable energy systems and other energy technologies and solutions not covered under WAP, see the list of allowable technologies in the WAP Memorandum 117 (page 2).
- 3**
Who is eligible to apply?
This funding opportunity is open to current WAP Grantees and Subgrantees. Note the WAP Grantee must certify that they will include the Subgrantee SERC project in their administration, oversight, and monitoring of WAP. Direct Service WAP Grantees (e.g., U.S. Territories) are eligible to apply for SERC grants individually.
- 4**
What needs to be submitted and by when?
Submit an application by February 16, 2024, at 11:59 PM ET on PeerNet. All required and optional attachments, found [here](#), must be uploaded through PeerNet. Refer to PeerNet Registration Instructions for guidance.
- 5**
Ready to submit a full application?
Ensure that you understand the information that is uploaded, versus directly entered, into PeerNet. Also, ensure that the required templates are used as identified in Memorandum 117. Edit and review the application thoroughly to ensure all necessary information is included and that it meets the "Description of Required Elements" section (pages 6-7), and includes:
 - Cover Page
 - Grantee Certification
 - Project Overview
 - Technical Description and Impact
 - Community Benefits Plan
 - Project Management Plan
 - Letters of CommitmentOnly applications submitted via PeerNet will be accepted.
- 6**
Questions?
Ask us at Weatherization.Innovation@hq.doe.gov.

APPLY NOW!

For more information, visit: [Weatherization Assistance Program | Department of Energy](#)

WAP BIL Enhancement and Innovation (E&I) Grants

BIL E&I Funding Opportunity Announcement (FOA)

Funding: \$25 million

- Full applications for the BIL E&I grants were due on **January 5, 2024**.
- Selections made **May 31, 2024**, and next phase of projects are moving forward.

TRAINING & TECHNICAL ASSISTANCE

WAP Resource Hub

WEATHERIZATION ASSISTANCE PROGRAM

Weatherization Assistance Program Resource Hub

Weatherization Assistance Program » Weatherization Assistance Program Resource Hub

The U.S. Department of Energy's (DOE) Weatherization Assistance Program (WAP) provides the WAP network with several types of resources to assist Grantees with creating successful weatherization programs. This resource index provides direct links to uploaded or external resources included across the WAP website.

This resource index is not a map of the WAP website. For program guidance, visit the [Weatherization Program Notices and Memorandums](#) webpage.

[View the Video Tutorial](#) and [View our Quick Start Guide](#) to learn more about the Resource Hub's search features.

Topic

☐ Administrative Costs

☒ BIL

☐ COVID-19

☐ Client Engagement

☐ Deferrals

☐ Eligibility Levels

☐ Eligible Dwelling Units

☐ Energy Audits

☐ Financial Management

☐ Funding

☐ Grant Application

☐ Grants

☐ Health and Safety

☐ Historic Preservation

☐ Incidental Repairs

☐ Job Task Analysis

☐ Material Procurement

Showing 1 to 35 of 141 entries

RESOURCE	TOPIC	TYPE	RESOURCE DATE
WAP Procurement Resources: Step-by-Step Process for Procurement	Procurement	Document	2023
Step-by-Step Process Appendix	Procurement	Document	2023
Weatherization Assistance Program Fact Sheet	Program Overview; Research Studies	Webpage	2023
National Environmental Policy Act and Historic Preservation Training Website	Historic Preservation	Webpage	2023
Refrigerator and Freezer Energy Rating Online Search Tool	Energy Audits	Webpage	2023
Residential Energy Auditor Resource Repository	Energy Audits; Standard Work Specifications	Webpage	2023
Weatherization Job Aids and 3D Houses for Retrofit Installer Technicians	Technical Procedures; Training and Technical Assistance; Standard Work Specifications	Webpage	2022
WAP and NEPA Ground Disturbance Definition Overview	Historic Preservation	Document	2022

WEATHERIZATION ASSISTANCE PROGRAM

Weatherization Assistance Program Resource Hub

Weatherization Assistance Program » Weatherization Assistance Program Resource Hub

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☐ Job Task Analysis

☐ Material Procurement

Showing 1 to 7 of 7 entries (filtered from 141 total entries)

RESOURCE	TOPIC	TYPE	RESOURCE DATE
Deferrals Classification Guide and Tracker Template	Eligibility Levels; Priority Service; Eligible Dwelling Units; Deferrals	Template	2020
Deferrals Classification Guide and Tracker (Video)	Eligibility Levels; Priority Service; Eligible Dwelling Units; Deferrals	Video/Webinar	2020
Examples of Weatherization Deferrals	Eligibility Levels; Multifamily	Webpage	
BIL Planning Workbook	Program Planning; BIL	Document	2022
BIL Planning Workbook Training	Program Planning; BIL	Video/Webinar	2022
Background Data and Statistics on Low Income Energy Use and Burden for the Weatherization Assistance Program: Update for Fiscal Year 2020	Program Overview; Eligibility Levels; Client Engagement; Research Studies	Document	2020
How to Apply for Weatherization Assistance	Public Resources; Program Overview; Eligibility Levels	Webpage	

Previous

1

Next

U. S. DEPARTMENT OF ENERGY | OFFICE OF STATE AND COMMUNITY ENERGY PROGRAMS

46

Program Notices and Memorandum Page Updates

Link to access the
**Archived Program Notices
and Memorandums**

**Sign up link to receive email
notifications for the latest
WPN and Memorandums.**

Select the Type to search
for **Active Memorandums
and/or Program Notices**

Search function by Topic
was expanded to include
more topics.

Weatherization Program Notices and Memorandums

Weatherization Assistance Program » Weatherization Program Notices and Memorandums

The U.S. Department of Energy's (DOE) Weatherization Assistance Program (WAP) is governed by various federal regulations designed to help manage and account for the resources provided by DOE. Each year, Congress passes a Weatherization Assistance Program Appropriation.

Find active Program Guidance, including Weatherization Program Notices and Memorandums, in the table below. WPNs and Memorandums establish the framework for administering WAP funds.

Sign up to receive notification of the latest WPNs and Memorandums. You can update your user preferences at any time on your **Subscriber Preferences Page**. You will need to use your e-mail address to log in. If you have questions or problems with the subscription service, please contact support@govdelivery.com.

- [View archived Program Guidance](#)
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- ☐ Awards
- ☐ BIL
- ☐ Conferences
- ☐ Davis-Bacon Act
- ☐ Definition of Income

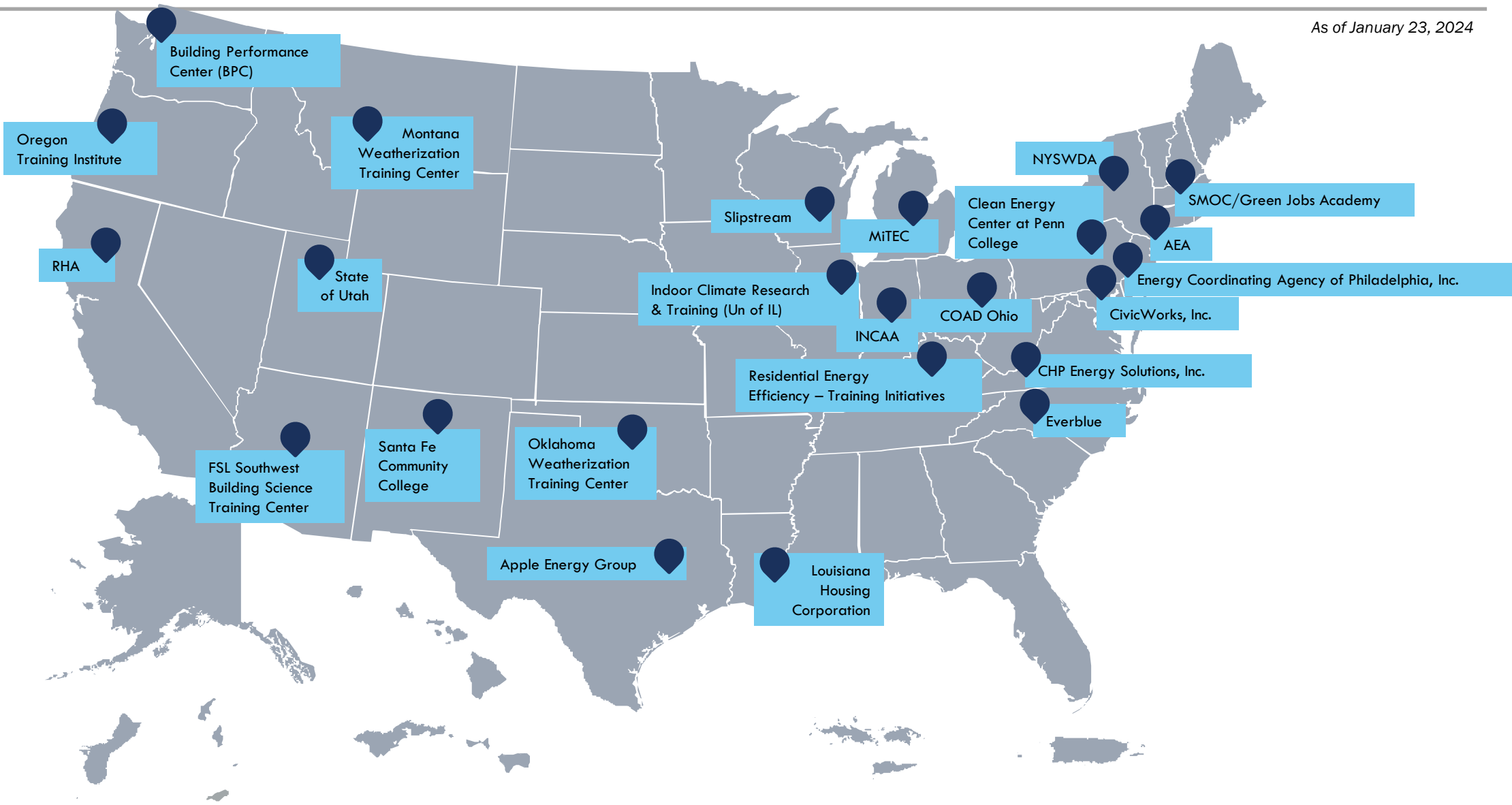
WEATHERIZATION PROGRAM NOTICES AND MEMORANDUMS

Showing 1 to 20 of 51 entries

TYPE	DESCRIPTION	EFFECTIVE DATE	TOPIC
Active Program Notices	Weatherization Program Notice 24-6: Vehicle and Equipment Purchases and Disposition Using Weatherization Assistance Program Funds Provides Grantees with guidance on vehicle and equipment acquisitions and dispositions for use in WAP.	1/25/24	Vehicle Purchases; Equipment
Active Program Notices	Weatherization Program Notice 24-3: 2024 Federal Poverty Guidelines and Definition of Income Provides Grantees with the 2024 Federal Poverty Guidelines and Definition of Income for use in WAP.	1/25/24	Eligibility Levels
Active Program Notices	Weatherization Program Notice BIL-6: Applicability of Davis-Bacon Act Prevailing Wage Requirements to WAP BIL To provide guidance on the Davis-Bacon Act as applicable to Bipartisan Infrastructure Law grants.	1/25/24	BIL; Davis-Bacon Act
Active Memorandums	Weatherization Memorandum 122: Announce the Availability of the Sustainable Energy Resources for Consumers (SERC) Technology Inspection Checklists DOE has developed technology-specific checklists to support Grantees in meeting oversight requirements.	1/18/24	Monitoring

WAP Accredited Training Centers

As of January 23, 2024



Weatherization Training Centers

Center	Location	EA	QCI	RIT	CL	MF QCI	Contact Name	Email
Association for Energy Affordability, Inc. (AEA)	Bronx, NY	●	●	●	●		Nick Price	nprice@aea.us.org
Building Performance Center	Bellingham, WA	●	●	●	●		Ross Quigley	ross_quigley@oppco.org
CHP Energy Solutions, LLC	Christiansburg, VA	●	●	●	●		Andrew Woodruff	awoodruff@chpc2.org
Civic Works, Inc.	Baltimore, MD			●			Sterling Prudencio	sprudencio@civicworks.com
Clean Energy Center at Penn College	Williamsport, PA	●	●	●	●		Alison Diehl	aad1@pct.edu
COAD Ohio Weatherization Training Center	Athens, OH	●	●	●	●		Nicole Peoples	npeoples@coadinc.org
Energy Coordinating Agency of Philadelphia, Inc.	Philadelphia, PA	●	●	●			Walt Yakabosky	walty@ecasavesenergy.org
Everblue	Huntersville, NC	●	●				Quinn Peek	quin@goeverblue.com
FSL Southwest Building Science Training Center	Phoenix, AZ	●	●	●	●		Joshua Van De Venter	jvandeventer@fsl.org
Indiana Community Action Association (INCAA)	Indianapolis, IN	●	●	●	●		Melissa Dauby	mdauby@incap.org
Indoor Climate Research & Training, University of IL	Champaign, IL	●	●				Kristopher Chapman	kchampman@ccrpc.org
MITEC State of Michigan Training Center	Lansing, MI	●	●		●		Kris Schoenow	schoenowk@michigan.gov

Weatherization Training Centers, cont.

Center	Location	EA	QCI	RIT	CL	MF QCI	Contact Name	Email
Montana Weatherization Training Center	Bozeman, MT	●	●	●	●		Aaron Mugaas	aaron.mugaas@montana.edu
New York State Weatherization Directors Association (NYSWDA)	Guilderland, NY	●	●			●	Andy Stone	astone@nyswda.org
Oklahoma Weatherization Training Center	Edmond, OK	●	●	●	●		Amanda Ewing	executivedirector@okacaa.org
Oregon Training Institute	Salem, OR	●	●	●	●		Drew Sizemore	drew@caporegon.org
Residential Energy Efficiency – Training Initiatives	Frankfort, KY	●	●	●	●		Mark Adams	madams@kyhousing.org
Richard Heath & Associates (RHA), Inc.	Chico, CA	●	●				Moe Srifi	msrifi@rhainc.com
Santa Fe Community College	Santa Fe, NM	●	●	●	●		Jeremey Mier	jeremy.mier@sfcc.edu
Slipstream, Inc.	Madison, WI	●	●	●	●		Suzanne Harmelink	sharmelink@slipstreaminc.org
SMOC/Green Jobs Academy	Framingham, MA	●	●	●	●		Rich DeYoung	rdeyoung@smoc.org
State of Utah	Clearfield, UT	●	●	●	●		Matt Turner	mjturner@utah.gov
Louisiana Housing Corporation	Baton Rouge, LA	●					Pam Lewandowski	plewandowski@lhc.la.gov
Apple Energy Group	Austin, TX	●	●				Kevin Scott	kscott@ptrc.org



Let's Talk Monitoring

Monitoring Impressions

- What thoughts come to mind when you hear the word monitoring?
- Why do you think monitoring is needed?
- The OIG reached out to DOE very early after the BIL funds were released. Why do you think they did that?

The Mind of a Monitor

- What does the mind of a monitor look like?
 - What personality characteristics make a good monitor?
 - Inquisitive
 - Curious
 - High performing expectations
 - Good at puzzles
 - Identifying important rabbit holes
 - Focused
 - Accountable
 - Observant
 - Why are these important?

Why Is Monitoring Needed?

WAP Funding Progression

**Congressional
Appropriations**

DOE/SCEP

Grantee

Subgrantee

**Low-Income
Households**

Purpose of Federal WAP Monitoring

Monitoring helps ensure:

- Weatherization Assistance Program (WAP) operates according to Federal regulations and program guidance
- Transparency & accountability
- High quality work
- Quality Assurance and controls



DOE Weatherization Monitoring Guidance

BIL-4: Monitoring of Bipartisan Infrastructure Law in the Weatherization Assistance Program

Using WPN 20-4 as the basis for monitoring, identifies additional guidelines that are specific to the WAP BIL grants.

WPN 24-4: Weatherization Assistance Program Monitoring Procedures

Reviews the updated DOE monitoring procedures and details the Grantees' responsibilities for monitoring of its Subgrantee network.

WPN 23-9: Weatherization Assistance Program Enhancement & Innovation Monitoring

Reviews the monitoring policies and procedures for WAP Enhancement and Innovation (E&I) projects funded with annual WAP formula or Bipartisan Infrastructure Law (BIL) funds.

WPN 22-4: Quality Work Plan Requirement Update

Includes the requirements provided in this guidance that support and verify quality work in the Department of Energy's Weatherization Assistance Program.

Types of Monitoring



**DESKTOP
MONITORING**



**ONSITE
MONITORING**



**AD HOC
MONITORING**

Risk Assessment

Weatherization Project Officers review the following areas for each of their assigned Grantees:

Programmatic Risk Assessment:

- Total Funds
- Carryover Funds
- Active Awards & Extensions
- Program Manager Experience
- Programmatic/Administrative Staff Vacancies
- Production Analysis
- Report History
- Single Audit Review
- DOE Programmatic Monitoring Action Items
- Prior Subgrantee Unresolved Monitoring Action Items

Technical Risk Assessment:

- QCI Technical Grantee Staff
- Last Technical Onsite Monitoring Visit
- DOE Technical Monitoring Action Items
- Energy Audit/Priority List Compliance
- Field Guide Compliance
- T&TA
- Health & Safety

Types of Monitoring

- **Comprehensive Onsite Visit**
 - Includes both technical and programmatic monitoring.
 - Could be a combination of onsite technical and virtual programmatic
- **Technical Onsite Visit**
 - Goal is an onsite visit once every 1-3 years.
 - Targeting a broader reach during 2024
 - Driven by the annual Risk Assessment results, time since last DOE visit and needed BIL monitoring.
 - Includes visiting selected Subgrantee offices, competed units, in-process unit(s) (*if applicable*).



Programmatic and Technical Monitoring

Project Officers review the following areas for each of their assigned Grantees:

Programmatic Monitoring:

- State Plan Compliance
- Policies and Procedures
- Client File Review – eligibility, income documentation, etc.
- Procurement policies
- Contracts
- Financial management systems
- Inventory management (Grantee level)
- Subgrantee monitoring reports and monitoring analyses
- Suggested programmatic/administrative/financial training and technical assistance

Technical Monitoring:

- State Plan Compliance
- Policies and Procedures
- Client File Review - Work orders, invoices, etc.
- Energy Audit and/or Priority List reviews
- Field Work
- Training and Technical Assistance plan compliance
- Health & Safety plan compliance
- Subgrantee monitoring reports and monitoring analyses
- Suggested Training and Technical Assistance

Monitoring Activities Overview

Annual Onsite Monitoring

- Ranges from 2-5 days.
- Project Officer(s) will complete pre-review of existing and requested materials.
- Technical Project Officer will visit Subgrantees to review completed and in-process units (if possible).
- Programmatic Project Officer will meet with Grantee and Subgrantee staff and review policies, procedures, processes, etc.

Annual Desktop Monitoring

- Ranges from 2-4 days.
- Programmatic Project Officer will complete pre-review of existing and requested materials.
- Project Officer will schedule online meetings/webinars to meet with Grantee and Subgrantee staff and review policies, procedures, processes, etc.

Ad Hoc Monitoring

- Initiated when a specific trend or deficiency is identified through desktop and/or onsite monitoring or another factor (e.g., OIG report, GAO report, or fraud, waste or abuse concerns).
- Completes an in-depth analysis of a key program component or process (e.g., policies and procedures, energy audit modeling, procurement, or training).
- Monitoring assessment report will be issued.
- Can happen anytime as deemed necessary by DOE Project Officers and Supervisors.



Monitoring Assessment & Action Item Definitions

Monitoring Assessment

- A narrative report issued from PAGE that provides Grantee an overview of the monitoring activity, identifies any T&TA recommendations or best practices, and reviews the corresponding action item(s) that need to be addressed.

Finding

- Identified non-compliance with a statutory and/or regulatory program requirement and includes the citation for the requirement.
- Repeated or previously identified concerns (as defined next) that remain unaddressed and cause non-compliance with a statutory and/or regulatory program requirement.

Monitoring Assessment & Action Item Definitions

Concern

- Inconsistencies between the current DOE approved Grantee Plan (including required attachments) and actual implementation (**440.12**). As a reminder, approved Grantee plans and attachments are subject to review during the DOE monitoring process.
- Identified Grantee practices that, at present, may not be out of compliance with statutory or regulatory program requirements but do not reflect the safeguards/processes outlined in WAP program guidance specifically designed to ensure compliance with statutory and regulatory requirements.
- Identified non-compliance or omissions within the DOE approved Grantee Plan or associated policies and procedures that were the basis of the Grant award.
- Repeated program recommendations (as defined next) that remain unaddressed and can lead to potential non-compliance.

Monitoring Assessment & Action Item Definitions

Recommendation

- Identified actions/changes to the Grantee's approach to ensure compliance with Program requirements, including statutory, regulatory, and Grantee policy.
- Actions suggested by DOE for the Grantee's consideration to improve merits of the Program, optimize policies and procedures, and/or incorporate a best practice.
- T&TA opportunities available to the Grantee.

PY 2024 Monitoring Expectations

- DOE monitoring of Grantees will cover *both formula and BIL grants*.
- **Two grants = two monitoring assessment reports + related action items.**
- Goal is to perform an onsite technical monitoring visit to each Grantee
 - **A few visits may take place in early 2025**
- Goal is to perform programmatic monitoring - either onsite or desktop – for each Grantee
- Technical monitoring will review both formula and BIL production units whenever possible.
 - SERC units will be scheduled for those Grantees who received SERC funding.
 - E & I monitoring will be scheduled as applicable.

What Is DOE Monitoring Revealing?

Common Action Items | Findings, Concerns & Recommendations

Findings

- Priority eligibility categories - 10 CFR 440.16(b)
- Expired Energy Audit Tool - 10 CFR 440.21
- Improper Energy Modeling - 10 CFR 440.21
- Noncompliance with SWS
- Failure to complete required monitoring – WPN 20-4
- Health & Safety - ASHRAE requirements

Concerns

- Overdue Energy Audit conditions
- Incorrect Energy Modeling
- Modeling fuel costs updates
- Misuse of Weatherization Readiness Funds
- Inadequate Air Leakage reduction – WPN 22-4/SWS
- Incomplete work orders
- Policies & Procedures compliance
- Incomplete training records
- Late Field Guide submissions

Recommendations

- Client Prioritization
- Missing/inaccurate audit modeling/data collection
- Inventory tracking and management
- Missed weatherization opportunities
- Photo documentation
- Procurement practices
- Improve financial systems and policies
- Monitoring inconsistencies
- Improve training offerings (programmatic & financial staff)

Missed Opportunities

Missed Opportunities | Manufactured Home Belly



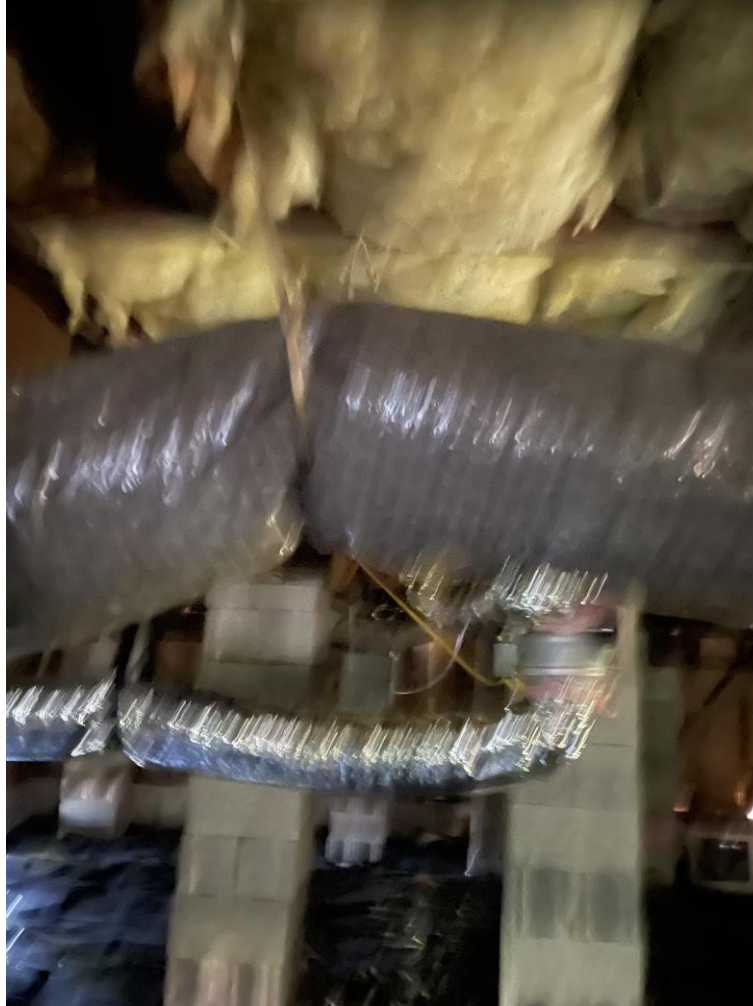
Missed Opportunities | Uneven Insulation Installation











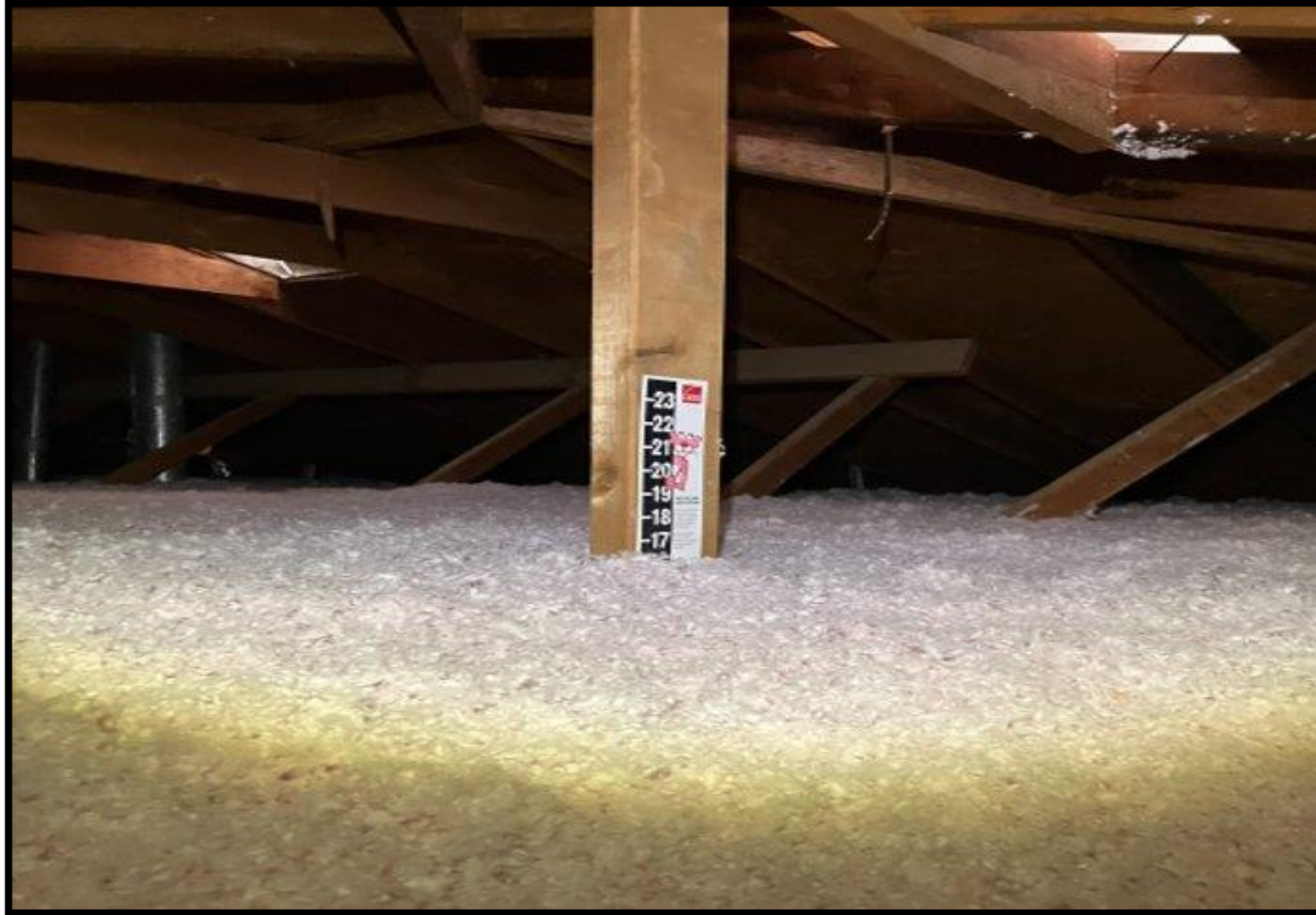






Best Practice

Even Insulation Installation; Proper Marking



ASHRAE Fan Control Marking



Spending WAP Funds

The Importance of Spending WAP Funding

- Why is it important to spend the funding?
- How do you prioritize spending the funding?
- How are you approaching intake related to funding?
- Have you been able to ramp up for BIL spending?

Weatherization Readiness Funds (WRF)

Program Year 2022 | WRF Preliminary Results



WEATHERIZATION READINESS 2022 HIGHLIGHTS

<div>1,449</div> <div># of prevented deferrals reported</div>	<div>73 yrs.</div> <div>Average age of home (1951)</div>	<div>MOST COMMON MEASURES:</div> <div>Roof repairs</div> <div>Plumbing repairs</div> <div>Electrical repairs</div> <div>Mold/moisture</div> <div>Asbestos removal/encapsulation</div>	<div>BREAKDOWN OF STRUCTURE TYPE:</div> <div>Single Family: 74%</div> <div>Manufactured: 14%</div> <div>Multifamily: 1%</div> <div>Not reported: 10%</div>
<div>\$3,284.30</div> <div>Average WRF expenditure per project</div>			

WRF Reminders

- Use of WRF **must** result in a DOE WAP completion.
- **Funds intended for repairs**, *that if left uncorrected*, would lead to a deferral or to address items that resulted in a deferral.
- Grantee set budgetary controls either as a Maximum Cap per home or an Average WRF cost per home.
- The WRF Plan **must** include a Grantee monitoring element for oversight.

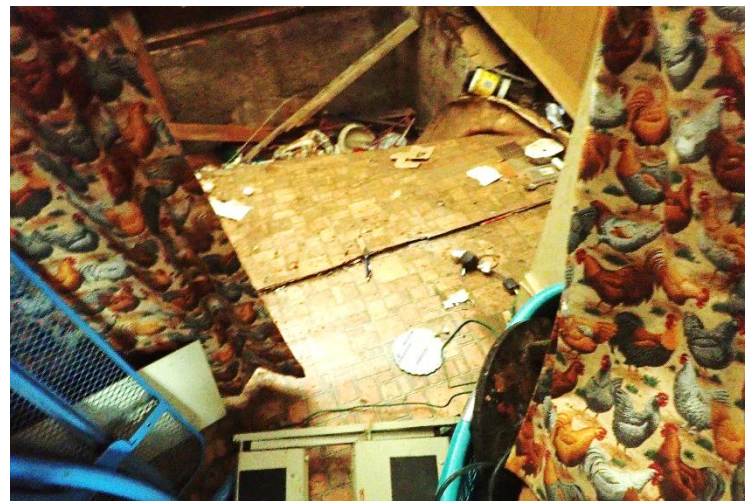


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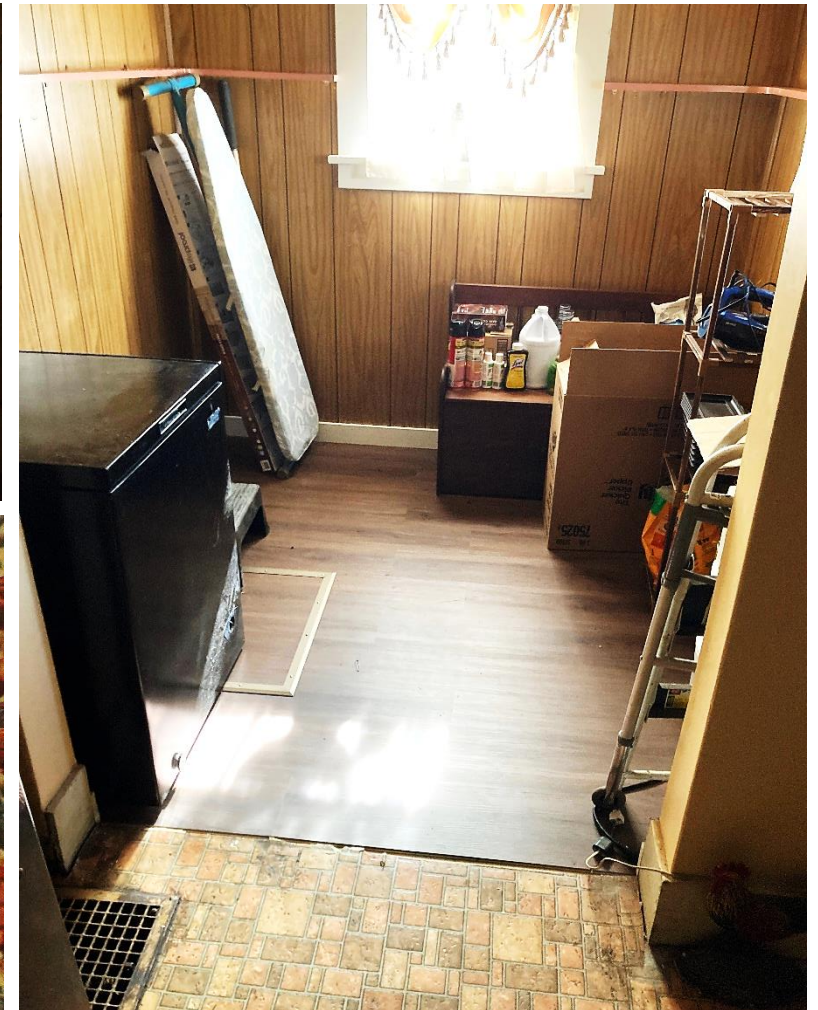
Oregon WRF Success Story



WRF Improvement
Floor repair & replacement
\$8,757



BEFORE



AFTER

Kansas WRF Success Story



Funding Sources:

WRF:	\$7,372.00
DOE WAP & LIHEAP:	<u>\$10,135.05</u>
Total	\$17,507.05

WRF Improvement

- *Roof leak repair*

WAP Measures

- *Air Sealing*
- *Attic Insulation*
- *Lighting*
- *Furnace replacement*
- *Air conditioner replacement*

WA to the Cloud

Transition Update for NEAT/MHEA

- **Energy Audit Tool Guidance**

- WPN 23-6

- General guidance for all energy audit tools
 - Guidance related to submitting energy audit tools
 - Five-year cycle for getting tools submitted to and approved by DOE

- Weatherization Memorandum 113

- Specific to Weatherization Assistance (WA) transition to a cloud-based tool
 - Transition is set for July 1, 2024
 - ORNL & DOE have completed required components for the transition to take place
 - DOE is not likely to entertain extensions to the required start date of July 1, 2024

- Share issues as they arise

Multifamily Weatherization

Is it a good option for the WAP?

Implementing Multifamily Weatherization

- What are best practices?
- What are lessons learned?
- Why is DOE interested in seeing an increase in multifamily weatherization?

Multifamily Weatherization

- **DOE Multifamily Guidance**
 - WPN 22-13 – Weatherization of Rental Units
 - WPN 22-12 – Multifamily Weatherization
 - WPN 22-8 – Streamlining the Energy Audit Process – Optional Regional Weatherization Priority Lists
- **DOE Supporting Guidance**
 - WPN 22-5 – Expansion of Client Eligibility in the WAP
 - WPN 22-9 – Managing Multiple Funding Streams
 - WPN 23-4 – Weatherization Readiness Funds (WRF)

Why Multifamily Weatherization?

- Definition
 - In WAP a multifamily building is any residential building containing two or more units.
 - Residential buildings with 25+ units or are more than three stories are usually referred to as large multifamily buildings.
 - Residential building with 5-24 units that are 3-stories or fewer are usually referred to as small multifamily or low-rise multifamily buildings.
 - Multi-unit buildings with fewer than 5 units are called 2–4 unit buildings.

Why Multifamily Weatherization?

- Expectations at the federal level
 - 10 CFR 440
 - “This part implements a weatherization assistance program to increase the energy efficiency of dwellings owner or occupied by low-income persons...especially low-income person who are particularly vulnerable such as the elderly, persons with disabilities, families with children, high residential energy users, and households with high energy burden.”
 - To meet the purpose of WAP, Grantees should ensure weatherization services are provided to low-income persons that live in all types of housing (i.e., site build single-family, manufactured housing units, and multifamily buildings).

Why Multifamily Weatherization?

- Energy savings potential
 - Multifamily buildings, including rental housing, offer opportunities for energy efficiency upgrades that are a cost-effective approach to lowering operating expenses, maintaining affordability, and creating healthier, more comfortable living environments for low-income families.
- Other thoughts
 - Cannot ignore this type of low-income housing
 - If performed correctly, great savings potential
 - Proper program management = improved spending and budget control



Questions?

Thank you!

ray.judy@hq.doe.gov