



**Department of Energy**  
Washington, DC 20585

**WEATHERIZATION PROGRAM NOTICE 22-1**  
**ISSUED DATE: December 13, 2021**

**SUBJECT:** PROGRAM YEAR 2022 WEATHERIZATION GRANT APPLICATION

**INTENDED AUDIENCE:** Weatherization Grantee Managers, Weatherization Subgrantee Managers

**INTENDED USE:** The Department of Energy (DOE) issues Weatherization Program Notices (WPN) to establish the framework to administer appropriated funds to the Weatherization Assistance Program (WAP). The content of this document, as well as the two attachments, provides programmatic information to Weatherization Managers to develop a WAP Grantee Plan to ensure that funds are dispersed to weatherization providers in a timely manner.

The Department of Energy (DOE) issues Weatherization Program Notice (WPN) 22-1 annually to specifically address changes from one Program Year (PY) to the next. These changes are often precipitated by Congressional inquiries, administrative priorities, including new initiatives from other federal agencies, monitoring in the field, and feedback from the network of stakeholders. The annual document, issued as a WPN, serves to highlight and remind Grantees of these issues, and provide them with additional resources so they may include the information as appropriate to their specific circumstances in applying for the WAP formula funds.

The WPN attachments serve as programmatic, financial, and legal resources with clarifying information on areas of the Application Instructions that must be incorporated into the submitted Grantee Plan. The Grantee Plan and other elements of the WAP Grant Application Package are submitted through WAP's reporting system, Performance and Accountability for Grants in Energy (PAGE).

This WPN includes the following sections:

- 1.0 Purpose**
- 2.0 Program Priorities and Initiatives**
- 3.0 Funding**
- 4.0 Applications for WAP Annual Formula Grants**
- 5.0 Weatherization Program Notices and Memoranda**
- 6.0 Website Information**

## **1.0 PURPOSE**

To issue grant guidance and management information for the WAP for PY 2022 based on the following documents:

- Attachment 1: Administrative and Legal Requirements Document (ALRD)
- Attachment 2: Application Instructions, to be used by all States, Territories, and Native American Tribes (and locals, if applicable) as supplemental information when applying for direct grants under the Weatherization Assistance Program for Low-Income Persons

Currently, WAP is operating under a Continuing Resolution (CR) for Fiscal Year (FY) 2022. For planning purposes, until a final full year FY 2022 budget is passed and signed by the President, Grantees should develop their Grantee Plans using the same funding level as the DOE 2021 Appropriated Funds outlined in [WPN 21-2](#).

While WPN 21-2 allocations will suffice for FY 2022 planning purposes, DOE will adjust the allocations to Grantees based on final FY 2022 appropriations. Therefore, Grantees are advised to include language in their draft plans and in public hearing notices that clearly explains final WAP allocations will include adjustments from the planning numbers reflected in WPN 21-2 and the draft Grantee Plan necessary to align with final DOE appropriations for WAP.

Once a FY 2022 budget is passed and signed by the President, DOE will issue WPN 22-2, PY 2022 Grantee Allocations. At that time, all Grantees that have approved plans for PY 2022 will then begin a budget modification process, if necessary.

### **1.1 SCOPE**

The provisions of this WPN apply to Grantees or other entities named in the Notification of Grant Award as the recipient(s) of financial assistance under the DOE WAP.

### **1.2 LEGAL AUTHORITY**

Title IV, Energy Conservation and Production Act (ECPA), as amended, authorizes the Department to administer the WAP (42 U.S.C. § 6861, *et. seq.*). All grant awards made under this Program shall comply with applicable law and regulations including, but not limited to, the WAP regulations contained in the Code of Federal Regulations (CFR) at [10 CFR 440](#) and DOE Financial Assistance Rules at [2 CFR 200](#).

The table in Section 5.0, has been updated to list all active WPNs. This table provides references to relevant Program matters to assist Grantees in the development of their Grantee plans, policies, and procedures. This section also includes Memoranda that have been issued by DOE to update Grantees on current activities and issues that are of general interest to the network.

## **2.0 PROGRAM PRIORITIES AND INITIATIVES**

From time to time, DOE undertakes initiatives to improve WAP operations and effectiveness. This Section informs Grantees of these priorities. They are not considered Program policy until provided in a related WPN.

## **2.1 BUDGET/EXPENDITURES/CARRYOVER**

PY 2022 will begin a “New” 3-year application grant cycle. Only new funding allocations for the current year, and other current funding sources (if applicable), are allowable. Therefore, for programming purposes, Grantees may not carryover funds from the prior year and must complete the closeout process for the previous grant. For information on closeout procedures, Grantees should refer to [WPN 21-4 Closeout Procedures for Grants Under the Weatherization Assistance Program](#).

See Section III.4 Carryover Explanation in the PY 2022 Application Instructions.

## **2.2 PARTICIPATION IN ADDITIONAL EVALUATIONS/STUDIES**

DOE encourages WAP Grantees and Subgrantees to participate in evaluations/studies related to weatherization programs. Particularly, Grantees are urged to conduct regular program evaluations. While national-level studies allow DOE to see macro elements, by participating in well-designed regional-level, state-level or local-level evaluations/studies, more clarity can be attained on the impact specific protocols have on the energy savings and other benefits garnered through WAP. Grantees are urged to establish a protocol for Subgrantees to follow when asked to participate in an evaluation/study. Grantee’s policies should include what the study is about and ensure that [WPN 10-08 Weatherization Guidance on Maintaining the Privacy of Recipients of Services](#) is followed. If Grantees need assistance in establishing or reviewing these protocols, please contact your respective DOE Project Officer (PO).

See Section V.6 Weatherization Analysis of Effectiveness in the PY 2022 Application Instructions.

## **2.3 HEALTH AND SAFETY**

Health and safety for both workers and dwelling unit occupants is a top priority for DOE. Over the years, DOE has updated the Health & Safety guidelines with new standards and procedures to ensure that weatherization activities do not cause or exacerbate existing health and safety problems. As new standards and concerns arise, DOE strives to address them accordingly. DOE released a revised version of the WAP Health and Safety Program Notice, [WPN 17-7](#) on August 9, 2017. Grantees are to review this WPN and its associated attachments and fully implement the requirements outlined herein. Grantees are urged to consult with Subgrantees in developing the implementation plan.

See Section V.7 Health & Safety in the PY 2022 Application Instructions.

## **2.4 MULTIFAMILY RETROFIT TOOLS AND WORKFORCE RESOURCES**

DOE developed and maintains the Standard Work Specifications (SWS) for multifamily home energy upgrades to ensure that energy efficiency upgrades are effective, durable, and safe. The Multifamily Job Task Analyses (JTAs) define the knowledge, skills, and abilities (KSAs) that multifamily practitioners use to perform jobs effectively and safely. The JTAs provide a foundation for developing high-quality training and credentialing programs.

DOE has supported the development of multifamily energy auditing tools to advance the WAP’s ability to address this building type with the creation of the Multifamily Tool for Energy Audits (MulTEA). MulTEA produces an investment grade energy audit to provide auditors with an

improved energy simulation and weatherization measure selection tool for multifamily buildings. The tool calibrates building energy use using historical weather data that prevailed during that utility billing period. Continued enhancements (e.g. ability to model multiple heating/cooling systems) to the tool will increase the applicability to the multifamily dwelling type in the coming PY's.

See Section V.5 Type of Weatherization Work to be Done in the PY 2022 Application Instructions.

## **2.5 QUALITY WORK PLAN IMPLEMENTATION**

DOE works with Grantees and Subgrantees to ensure that independent, third-party quality control inspections are conducted on every completed dwelling unit and results are shared with relevant parties. These inspections must be verified by a certified Quality Control Inspector (QCI). DOE has provided two options to meet this requirement in [WPN 15-4](#) and [WAP Memorandum 034](#). DOE also permits Grantees to develop alternative approaches by working with their DOE PO.

Grantees are responsible for ensuring that Grantee technical monitors are QCI-certified and that Subgrantee staff fulfilling this role possess an active QCI-certification.

Grantee, Subgrantee and Contractor staff who repeatedly fail to perform to Program expectations must be disqualified from performing work in the future. Grantees must establish protocols to remove poor performers in their network.

Per [WPN 15-4](#) and as clarified in [Memorandums 034](#) and [036](#), "Beginning in Program Year 2014, Grantee training plans must include routine, Comprehensive Training for all WAP workers that is aligned with the Job Task Analysis (JTA) for the position in which the worker is employed. The Grantee must determine what constitutes "regular" training, e.g., once every 3 years, every 5 years, or within a certain time after being hired into the network, for each job category."

WAP [Memo 048](#) was issued to notify the WAP network of upcoming changes to the content of the SWS, however, compliance with the current version of the SWS and the Grantee's approved installation standards is mandatory for all DOE WAP projects.

See Section V.8.4 Training and Technical Assistance (T&TA) in the PY 2022 Application Instructions.

## **2.6 NATIONAL ENVIRONMENTAL POLICY ACT INFORMATION (NEPA)**

Effective with WPN 20-1, DOE determined certain activities are categorically excluded from further NEPA review, absent extraordinary circumstances, cumulative impacts, or connected actions that may lead to significant impacts on the environment, or any inconsistency with "integral elements" (as contained in [10 CFR Part 1021](#), Appendix B) as they relate to the activities listed in the PY 2021 NEPA determination. Recipients should review the NEPA determination specific to PY 2021 in their award documents for the list of activities that have been categorically excluded from further NEPA review.

See Section V. Types of Weatherization Work to be Done in the PY 2022 Application Instructions.

## 2.7 HISTORIC PRESERVATION

DOE must comply with the requirements of Section 106 of the National Historic Preservation Act (NHPA) prior to authorizing the use of Federal funds. Section 106 requires federal agencies to consider the impact(s) on historic properties with projects weatherized with DOE funding. Most Grantees have a DOE executed Programmatic Agreement (PA) to streamline the Section 106 process. All DOE executed PAs are available on the Weatherization and Intergovernmental Programs website: <https://www.energy.gov/eere/wipo/historic-preservation-executed-programmatic-agreements>. For recipients without a PA, they are restricted to activities on structures less than 45 years old, unless those activities are reviewed by DOE. A Historic Preservation Review form was developed to assist recipients in submitting review requests to DOE for structures which are 45 years old or older. All recipients must follow the restrictions in their NEPA determination for historic preservation.

See Section V. Types of Weatherization Work to be Done in the PY 2022 Application Instructions.

## 2.8 DEFERRAL TRACKING TOOLS AND TRAINING

DOE encourages the tracking of deferrals using consistent terminology for recording the *reasons* and *what repairs would be necessary* in order to proceed with weatherization. When repairs are necessary in order to install energy efficiency measures, but those repairs are beyond the allowable limits of incidental repairs and/or health and safety cost categories, deferral is often required. If other funding sources were available, it would increase the number of low-income homes WAP could effectively weatherize. DOE WAP has developed a [tracking tool](#) to provide consistent terminology and a brief [video](#) training describing how the tool is organized.

See Section V.1.2 Approach to Determining Building Eligibility in the PY 2022 Application Instructions.

## 2.9 UPCOMING FUNDING OPPORTUNITIES

In 2021, DOE WAP began working on several initiatives designed to increase opportunities to serve WAP clients. These opportunities have been mentioned in numerous forums though the funding has not yet been released for these competitive grants. DOE's aim is to provide information to Grantees as they begin their PY 2022 planning. Although these awards may not directly affect the Grantee's annual package submission, Grantees may want to consider where there may be synergy to use multiple funding streams within units to better serve our clients. Specific opportunities anticipated to come available during the PY 2022 cycle include: Community Scale Projects, Sustainable Energy Resources for Consumers (SERC) grant program and Enhancement & Innovation (E&I) funds. NOTE: Community Scale and SERC funds are designed to flow through the Grantee. E&I may, but is not required, to have Grantee oversight.

## 2.10 FEDERAL COORDINATION EFFORTS

DOE WAP, HHS LIHEAP, and HUD Lead Hazard Control and Health Homes Programs have continue to collaborated on how to better support interagency coordination., specifically in the area of client eligibility. Each of the agencies serves households with lower incomes, using

varying income eligibility requirements. DOE WAP will continue to work with our providers to address additional barriers and facilitate effective braiding of funds. DOE is committed to ensure our providers are fully supported in their efforts to use resources effectively and meet community needs through leveraging non-traditional sources of funds for repairs and costs WAP is not able to address through our DOE program.

### **3.0 FUNDING**

WAP funding listed in the application and requiring DOE approval prior to expenditure may derive from several sources:

- Appropriated Weatherization Funding
- Low-Income Home Energy Assistance Program (LIHEAP) funds designated for expenditure under DOE regulations
- Leveraged Resources designated for expenditure under DOE regulations (e.g., utility funds, state trust funds, other)
- Petroleum Violation Escrow (PVE) Funds
  - Warner and EXXON oil overcharge funds
  - Stripper Well and other oil overcharge funds (including Texaco) which are subject to Stripper Well settlement rules
- Program Income

See Section III. Budget in the PY 2022 Application Instructions.

### **3.1 FY 2022 APPROPRIATED WEATHERIZATION FUNDING**

Grantees should create PY 2022 plans using WPN 21-2 funding amounts while the government is under a CR. Once a budget is passed and signed by the President, DOE will issue WPN 22-2 providing the final allocations of Weatherization funds appropriated this year.

#### **3.1.1 ADJUSTED AVERAGE COST PER DWELLING UNIT (ACPU)**

ACPU expenditure of financial assistance provided under WAP for labor, weatherization materials, and related matters cannot exceed \$6,500, as adjusted (see, [10 CFR §440.18](#)(a) and (c)). The adjusted annual average for PY 2022 is determined by using the percentage increase in the Consumer Price Index (CPI) (all items, United States city average) for FY 2021 or 3 percent, whichever is less. The percentage increase in the CPI for the previous 12-month period (September 2020 – September 2021) was 5.4%. Therefore, the adjusted average expenditure limit for PY 2022 is **\$8,009. This average includes units computed in a multifamily building of 5 units or greater.**

In accordance with [10 CFR Part 440.18](#)(b) and (c), the expenditure of financial assistance provided under WAP for labor, weatherization materials, and related matters for a renewable energy system, shall not exceed an average of \$3,000 per dwelling unit, as adjusted. The percentage increase in the CPI for the previous 12-month period (September 2019 – September 2020) was 5.4%. Therefore, the PY 2022 adjusted average is **\$3,929 for renewable energy system measures with a**

**Savings to Investment Ratio (SIR) greater than 1.**

**Note:** The adjusted average for renewable energy measures is not a separate average, but part of the overall adjusted average expenditure limit of \$8,009. Currently Appendix A allows for use of solar (thermal) water heating systems. Some Grantees have been granted approval for installation of solar photovoltaics when they have submitted it as part of their Grantee Plan, received approval from the DOE Contracting Officer (CO), and amended their 5-year DOE-approved energy audit process.

**3.1.2 LIMITATIONS ON CERTAIN BUDGET CATEGORIES**

Certain budget categories have limitations set by law, regulation, or Program policy and identify the percentage of grant funding that can be used for specific purposes other than Program Operations. Please review Section III. Budget of the Application Instructions for additional information.

**3.2 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)**

[LIHEAP](#) was first established in 1981 and is funded annually through federal appropriations to the Department of Health and Human Services (HHS). The mission of LIHEAP is to minimize the energy burden on low-income families. As such, if the Grantee elects, a percentage of the LIHEAP assistance funds received by the state from HHS may be transferred to the WAP and used for the purpose of weatherizing homes. Grantees have the option of administering the LIHEAP funds separately from the DOE award or including these resources in the DOE budget. The budget section of the grant application instructions provides a chart outlining some considerations for the Grantee in making this decision. Further questions or points of clarification should be directed to your DOE PO.

See Section III.1 SF424 Budget Preparations in Annual File in the 2022 Application Instructions.

**3.3 LEVERAGED RESOURCES**

Leveraged funds included in the budget of the DOE award must meet all WAP rules, regulations, and guidelines. Grantees should carefully consider the advantages and challenges related to including leveraged funds in the DOE award. Landlord contributions are not considered leveraged resources. Grantees who require further clarification or direction on leveraged resources should contact their DOE PO.

See Section III.1 SF424-A Budget Preparation in the PY 2022 Application Instructions.

**3.4 PETROLEUM VIOLATION ESCROW (PVE) FUNDS**

WAP can be funded by several of sources, including PVE funds. PVE funds can be divided into two general categories based on the source of the funds. The first category of PVE funds is comprised of those funds appropriated by Congress or treated as if appropriated (generically referred to as Exxon funds, and includes funds provided under the Warner Act). The second category of PVE funds is comprised of those funds that were not appropriated (generically referred to as Stripper Well Settlement funds and includes Diamond Shamrock funds).

- PVE funds are subject to applicable requirements of the funding source.
- PVE funds included in a Grantee Plan are subject to the same Grantee Plan approval, Program oversight, and reporting requirements as the annually appropriated funds; and are subject to the **same** statutory and regulatory constraints as annually appropriated funds.
- Generally, if Exxon funds are used for weatherization projects, they must be included in the Grantee Plan. **Exxon funds cannot be used for administrative expenses.**
- A Grantee may elect to use Stripper Well funds for projects either separate from or included within the WAP. Stripper Well Settlement funds are not subject to WAP rules, oversight, or reporting requirements if used for activities separate from WAP. However, DOE urges Grantees to include Stripper Well funds in the Grantee Plan for informational purposes only.
- There is no requirement that Exxon or Stripper Well Settlement funds be expended during a particular period. A Grantee is permitted to reallocate these funds from one eligible program to another provided that their Plan has been amended and is reviewed by DOE. If PVE funds designated for expenditure in the prior program year are not expended, the amount of funding that may be used for administrative expenses in the following program year must be adjusted accordingly.
- No more than 5 percent of the combined total of Exxon and Stripper Well Settlement funds budgeted in a Grantee Plan may be used for T&TA. Up to an additional 5 percent of these funds may be used for evaluation of a Grantee's WAP and for innovative efforts to leverage program funds, provided these activities are approved by the DOE PO.

See Section III.1 SF424-A Budget Preparation in the PY 2022 Application Instructions.

### 3.5 PROGRAM INCOME

Program income is defined in [2 CFR 200.80](#) and subject to the specific requirements provided in [2 CFR 200.307](#). DOE considers program income as funds earned by Grantees and/or Subgrantees from non-Federal sources when performing DOE WAP activities. The income from these activities must be used for additional weatherization activities in accordance with DOE rules. It must be treated as an addition to program funds and is subject to the same rules as appropriated funds. Property owner (i.e. landlord). Landlord contributions and leveraged resources (i.e., or Grantee funds) are NOT considered to be "program income" for the purposes of the WAP. Grantees requiring further clarification on program income, as it applies to their specific program, should contact their DOE PO.

See Section III.1 SF424-A Budget Preparation in the PY 2022 Application Instructions.

### 3.6 ALLOWABLE COSTS

As a reminder, Grantees should outline information in their allocated funds among the Budget Categories consistently, in alignment with Weatherization Program Notices and application instructions, and particularly as concerns regarding the costs allowable for weatherizing each dwelling. In addition, Grantees should consider their ability to use their T&TA funds in combination with those of other Grantees, where possible, to enable economies of scale on those activities that may be of similar value/approach among a region or a group of Grantees with similar needs.



- 3.6.1 ACPU:** Field audits of Subgrantee fiscal operations identified inconsistencies in the way ACPU calculations are performed. It is imperative Grantees define what costs are allowable in each Budget Category and how the Subgrantee needs to account for these costs when determining the ACPU. Consistent application of allowable cost by category ensures greater reliability in the ACPU calculation.

Details for this calculation and cost categories are contained within **Section III.2 Budget Categories – Section B** of the Application Package Instructions. DOE requests Grantees closely monitor the way Subgrantees define costs within a Budget Category and ensure consistency in defining allowable costs within Budget Categories. This is necessary to better understand how Subgrantees are managing their WAP grants and controlling expenditures.

- 3.6.2 T&TA:** Congress limits the amount of T&TA funds available to DOE which limits the number of projects that can be funded. DOE encourages Grantees to collaborate with their peers to pool their T&TA funds to perform projects or activities which were historically funded through the DOE T&TA set-aside.

See Section III.2 Budget Categories – Section B in the PY 2022 Application Instructions.

#### **4.0 APPLICATIONS FOR WAP ANNUAL FORMULA GRANTS**

To ensure public involvement and obtain timely suggestions, DOE requires a formal public hearing on the completed final draft Grantee Plan Application. In addition, DOE urges Grantees to hold a meeting at the beginning of the planning process with their Subgrantee Network and their Policy Advisory Council (PAC). In addition, DOE recommends Grantees to regularly consult with their Subgrantees throughout each Program Year to improve the Weatherization Program and the annual Grantee Plan.

See Section IV.1 Annual File in the PY 2022 Application Instructions.

#### **4.1 MULTI-YEAR GRANT AWARDS**

When new awards are issued (i.e. new grant is issued, new grant number/instrument), they cannot include carryover funding from any previous project period. Funds remaining from previous project periods will be de-obligated and reappropriated by the Office of Management and Budget. They will then be re-obligated using the formula to all Grantees.

See Section III. Budget in the PY 2022 Application Instructions.

#### **4.2 INTERGOVERNMENTAL REVIEW**

In the development, submission, and review of grant applications, the provisions of Executive Order 12372 (Intergovernmental Review of Federal Programs) and the DOE Implementing Order ([10 CFR 1005](#)) remain unchanged.

See Section I.1 Introduction in the PY 2022 Application Instructions.

### **4.3 APPLICATION PACKAGE**

The application process is fully electronic and applications must be submitted on the PAGE website at <https://www.page.energy.gov/default.aspx>. The PAGE system contains all Federal forms required for the application. Please follow instructions in the ALRD, WPNs, and the Application Instructions attached to this Program Notice (Attachment 2).

### **4.4 APPLICATION REFINEMENTS THIS YEAR**

DOE updated the Application Instructions for PY 2022 to provide a detailed overview of the monitoring plan requirements.

In addition, the Quarterly Performance Report (QPR) in PAGE was updated to reflect the directive of H. Rept. 115-929 (September 2018) which requires DOE to track the occurrence of window replacements that support the reduction of lead-based paint hazards. The new QPR field to collect this data is located within Section II. Grant Production > B. DOE Units > 4. OTHER UNIT CATEGORIES > Window Replacements in Support of the Reduction of Lead-Based Paint Hazards. This new reporting requirement went into effect with the start of the 2021 Program Year.

### **4.5 REPORTING REQUIREMENTS**

The reporting requirements are set forth in the Federal Assistance Reporting Checklist, DOE F 4600.2, attached to the award agreement.

In September 2018, Congress per H. Rept. 115-929 directed DOE to begin tracking the occurrence of window replacements, which supports the reduction of lead-based paint hazards. This requirement allows DOE to collect and disseminate information as directed. Window replacements which are cost justified as Energy Conservation Measures (ECM) are not considered as “supporting the reduction of lead-based paint hazards” and should not be reported as such. Grantees are reminded to follow requirements set forth in WPN 17-7 for information on how to treat and report windows as H&S measures. If you have questions regarding this metric, please contact your PO. This requirement started in PY 2021 and Grantees will submit this information on a quarterly basis through PAGE.

### **5.0 WEATHERIZATION PROGRAM NOTICES (WPN):**

All DOE-developed documents, [WPNs and other relevant policy documents, are available through the DOE website.](#)

Active WPNs applicable to formula grants in effect at the time of WPN 22-1 issuance address specific policy areas that must be adhered to by all Grantees and Subgrantees operating weatherization programs using DOE funds. Grantees are reminded additional WPNs may be issued that are “in effect as of the date stated in the WPN.” DOE will continue to send notices electronically and post them to DOE’s website to ensure all Grantees have access.

The table further below is organized by date of WPN issuance with the major topic headings at the top to allow for easy reference.

In addition, the WAP memorandum process established a uniform communication mechanism to notify Grantees of upcoming events, clarify elements of existing WPNs, and provide opportunity for comment by the Network on administrative direction and impact of future policies. Active Memoranda are listed following the WPNs.

WPN	Title	Funding	Grant Application	Procurement	Monitoring	Clients	Multifamily	Material Procurement	Rental Requirements	Energy Audit Criteria	Health and Safety	Renewable Energy Systems	Disaster Relief	Eligibility Levels	Defining Income	Priority Service	Fuel Switching	Incidental Repairs	Reweathering	Vehicle Purchases	Policy Advisory Council	Electric Baseload	Administrative Costs	Historic Preservation	Eligible Dwelling Units
10-8	WAP Guidance on Maintaining the Privacy of Recipients Services					x																			
10-10	Reprogramming T&TA Funds to Program Operations	x																							
10-12	Historic Preservation Implementation																							x	
11-3	Policy Regarding the Use of DOE Program Funds to Pay for Call-Back/Add-On Work After Reported to DOE As A Completed Unit																								x
11-14	Updated Subgrantee Selection Guidance		x																						
12-7	Disaster Planning and Relief												x												
15-4	Quality Work Plan Requirement		x		x																				
16-5	Multifamily Weatherization						x							x											x
16-6	Weatherization of Rental Units								x																x
17-4	Multifamily Housing – Procedure for Certifying Income-Eligible HUD Assisted Buildings						x							x											
17-5	Closeout Procedures for Grants Under the Weatherization Assistance Program		x																						
17-6	Property Acquired Under the Weatherization Assistance Program							x												x					

WPN	Title	Funding	Grant Application	Procurement	Monitoring	Clients	Multifamily	Material Procurement	Rental Requirements	Energy Audit Criteria	Health and Safety	Renewable Energy Systems	Disaster Relief	Eligibility Levels	Defining Income	Priority Service	Fuel Switching	Incidental Repairs	Reweathering	Vehicle Purchases	Policy Advisory Council	Electric Baseload	Administrative Costs	Historic Preservation	Eligible Dwelling Units
	Including Vehicle and Equipment Purchases																								
17-7	Weatherization Health and Safety Guidance										x														
19-4	Revised Energy Audit Approval Procedures, Related Audit, and Material Approvals			x						x		x					x	x				x			
19-5	Incidental Repair Measure Guidance										x							x							
19-6	DOE Guidance for Completing Recipients' Annual Historic Preservation Report																							x	
20-4	Weatherization Assistance Program Monitoring Procedures				x																				
21-1	Grant Application		x		x											x			x		x		x		
21-2	Program Year 2021 Grantee Allocations	x	x																						
21-3	2021 Federal Poverty Guidelines and Definition of Income													x	x	x									
21-4	Closeout Procedures for Grants Under the Weatherization Assistance Program		x																						
22-1	Grant Application		x		x											x			x		x		x		
22-2	Program Year 2022 Grantee Allocations	x	x																						
22-5	Expansion of Categorical Eligibility					x								x											x

Weatherization Program Notices can be accessed via the following link

<https://www.energy.gov/eere/wap/weatherization-program-notices-and-memorandums>.

**Program Memorandums that are Currently Active**

- [WAP Memorandum 002: Reminder of Client Priority - High Energy Burden](#)
- [WAP Memorandum 008: Quality Management Plan Draft Grantee KSAs](#)
  - [Attachment 1: Grantee-Level WAP Specific \(Technical Elements\)](#)
  - [Attachment 2: Grantee-Level Weatherization Assistance Program \(WAP\) Specific](#)
  - [Attachment 3: Grantee-Level Non-Weatherization Assistance Program \(WAP\) Specific/Financial](#)
- [WAP Memorandum 010: Quality Management Plan - Record Keeping and Reporting](#)
- [WAP Memorandum 015: Weatherization Financial Toolkit 2 CFR 200 Regulation and Procurement Policies](#)
- [WAP Memorandum 020: Clarification on DOE Evaluation Studies vs. Independent Studies](#)
- [WAP Memorandum 022: Allowable Use of Training Funds for Network Conferences](#)
- [WAP Memorandum 024: The Use of Solar PV in the WAP](#)
- [WAP Memorandum 034: Clarification of WPN 15-4; Definitions of Comprehensive Training](#)
- [WAP Memorandum 035: Weatherization Leveraging](#)
- [WAP Memorandum 036: Energy Auditor and Quality Control Inspector Certification Scheme Updates](#)
- [WAP Memorandum 038: Solution Summits Results](#)
- [WAP Memorandum 041: Weatherization Assistance Program GovDelivery Distribution List](#)
- [WAP Memorandum 047: WAP PY18 Average Cost Per Unit Correction](#)
- [WAP Memorandum 050: Crew Lead and Retrofit Installer/Technician Job Task Analysis and Certification Updates, and Badges Toolkit](#)
- [WAP Memorandum 051: ACSI Grantee Survey Results](#)
- [WAP Memorandum 054: American Customer Satisfaction Index \(ACSI\) – Subgrantee Survey](#)
- [WAP Memorandum 059: 2020 Weatherization Grant Application Active Weatherization Program Notices Update](#)
- [WAP Memorandum 060: Weatherization Assistance Program Frequently Asked Questions Related to COVID-19](#)
- [WAP Memorandum 062: Weatherization Assistance Program's Response to Guidelines for Opening Up America Again - Phase One & Frequently Asked Questions \(FAQs\)](#)
- [WAP Memorandum 063: Historic Preservation Prototype Programmatic Agreements Amendment Process](#)
- [WAP Memorandum 066: Historic Preservation Prototype Programmatic Agreements Amendment](#)
- [WAP Memorandum 067: Weatherization Assistance Program's Response to Guidelines for Opening Up America Again – Phases Two and Three, plus Frequently Asked Questions \(FAQs\)](#)
- [WAP Memorandum 070: Standard Work Specification 2020 Update, Field Guide Renewal Dates and Changes, and Variance Requests](#)
- [Weatherization Memorandum 074: Weatherization Assistant Suite of Tools Update](#)

- [Weatherization Memorandum 074A: Update to WAP Memorandum 074: Weatherization Assistant Suite of Tools](#)
- [Weatherization Memorandum 075: Weatherization Assistance Program Reauthorization Impacts for State Plan Submission](#)
- [Weatherization Memorandum 077: Pilot Project Opportunity: Community Scale Projects in the Weatherization Assistance Program](#)
- [Weatherization Memorandum 079: Program Year 2022: New WAP Awards](#)
- [Weatherization Memorandum 081: Allowable Use of Training Funds for 2022 NASCSP Annual Winter Conference](#)
- [Weatherization Memorandum 082: Allowable Use of Training Funds for the National Community Action Partnership's 2022 Management and Leadership Training Conference](#)
- [Weatherization Memorandum 083: Allowable Use of Training Funds for 2022 National Home Performance Conference](#)

Weatherization Program Memorandums can be accessed via the following link <https://www.energy.gov/eere/wipo/weatherization-program-guidance>.

## **6.0 WEBSITE INFORMATION**

To assist the WAP Network in obtaining the most up-to-date information related to governing documents, Program information, communication information, client eligibility, and technical and management resources, please visit DOE WAP's website:

<https://www.energy.gov/eere/wap/weatherization-assistance-program>.

Resources include, but are not limited to:

- [About the Weatherization Program](#)
  - [Whole House Weatherization Approach](#)
  - [National Evaluation](#)
  - [Weatherization Contacts](#)
- [How to Apply for Weatherization Assistance](#)
- [Weatherization Program Notices and Memoranda](#)
- [Weatherization Management Resources](#)
  - [Weatherization Program Updates](#)
  - [Weatherization Training Resources](#)
    - [Weatherization Grantee Manager's Training Toolkit](#)
    - [Weatherization Standardized Curricula](#)
    - [Weatherization Financial Training](#)
    - [Weatherization Administrative Training](#)
  - [Weatherization Energy Audits](#)
  - [Weatherization Monitoring](#)
  - [Weatherization Field Guides and Variance Requests](#)

**CONCLUSION:** On behalf of the Department of Energy, we thank the WAP Network for its determination and stamina for working within the limitations the COVID-19 pandemic has placed on all of us. “Weatherization Works” is more than a slogan; it is the result of the collective effort of a national network committed to service. Thank you for being a part of this effort.



Anna Maria Garcia  
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Weatherization and Intergovernmental Programs Office  
Energy Efficiency and Renewable Energy

Attachment 1: Administrative and Legal Requirements Document (ALRD)

Attachment 2: Application Instructions (December 2021)

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