



Energy & Housing Services Department Memorandum

To: Interested Parties

From: Kirsten LC Figueroa, Director EHS

Date: March 7, 2013

Subject: MaineHousing's Department of Energy State Plan Application for the 2013 Weatherization Assistance Program

As part of the annual application process, MaineHousing must submit to the Department of Energy (DOE) a State Plan application detailing how we will utilize the funds and conduct our weatherization program in accordance with DOE guidance. There are several parts to the grant application:

- Budget Summary – details how the grant funds will be spent by the grantee (MaineHousing - MH) and the sub-grantees (the Community Action Agencies – CAAs)
- Annual File – describes changes to the program from the previous year's application
- Master File – a detailed plan of Maine's Weatherization Assistance Program (WAP) with descriptions of how Maine will meet the guidelines/requirements of the Department of Energy. This includes, but is not limited to: MH and CAA weatherization staff responsibilities; client eligibility; monitoring activities; audit procedures and tools; MH policies; and how MH and CAAs will adhere to DOE Health and Safety requirements.

For Program Year 2013 (4/1/2013 – 3/31/2014), MaineHousing will continue to administer, partnering with our sub-grantees, a quality weatherization program designed to make energy improvements to Maine's aging housing stock. These improvements assist households in reducing the overall energy consumption and costs of heating their homes. We will continue to use LIHEAP eligibility guidelines to determine eligibility for WAP.

Normally, DOE announces its WAP annually. Through formal notices, DOE notifies states of funding levels and specific program guidance as to how Grantees will conduct their weatherization efforts. DOE's weatherization program is administered through a sub-grantee system – in Maine, we utilize the Community Action Agencies.

At this point, DOE has provided program guidance but has not announced funding levels. However, so that Maine may implement its WAP as soon as funding is announced, we are moving forward with our public hearing assuming the 2013 program will be administered exactly as the 2012 program.

Attached for your reference is the draft 2013 DOE Regular Annual File. Highlighted below are anticipated changes we will make to this plan for 2013:

Changes per DOE:

1. The per-unit average for 2013 is \$6,904; in 2012 it was \$6,769. MH estimates weatherizing approximately 215 homes in 2013, assuming similar grant funding to 2012 of \$2,156,877 (production funding totals approximately \$1.5MM).

Similar to 2012 Plan:

1. The Multifamily Policy, which describes the parameters of weatherization of multi-family units and was updated for 2012, will be in effect.
2. CAAs must be in compliance with the revised Maine Weatherization Standards revised in April 2011.
3. DOE allows that some funds may be spent to ensure the overall Health&Safety of WAP recipients. MH will maintain the Health&Safety per-unit average of \$800.
4. DOE allows that some funds may be spent on incidental repairs. The amount that may be spent on incidental repairs is a 15% overall per-unit average of the overall job cost (materials and labor excluding health and safety) rather than a per-job maximum.

Public Hearing and Comment Period:

A public hearing, allowing interested parties an opportunity to comment on Maine's WAP, is required by DOE and normally held in conjunction with a Maine Housing Board of Commissioners meeting. This hearing is scheduled for Tuesday, March 19, 2013 at 11:30am. (The hearing notice is attached separately.) Written comments will be accepted until close of business (5:00PM) on Monday, April 1, 2013. A summary of both the public and written comments is included in the Final State Plan to DOE.