



Energy & Housing Services Department Memorandum

To: Interested Parties

From: Daniel Drost, Director – Energy and Housing Services

Date: November 20, 2019

Subject: 2020 DOE Weatherization Assistance Program State Plan

2020 DOE State Plan

As part of the annual application process, Maine State Housing Authority (MaineHousing) must submit to the U.S. Department of Energy (DOE) a State Plan application detailing how MaineHousing, as the Grantee, will utilize the funds and conduct its Weatherization Assistance Program (WAP) in accordance with DOE guidance.

Normally, DOE announces its WAP annually. Through formal notices, DOE informs states of funding levels and specific program guidance as to how Grantees will conduct their weatherization efforts. DOE's WAP is administered through a sub-grantee system and Maine utilizes the Community Action Agencies (CAAs) as the Sub-grantee network.

WAP is currently operating under a Continuing Resolution for Fiscal Year (FY) 2020. For planning purposes, until a final full year FY 2020 budget is passed and signed by the President, Grantees have been advised to develop their Grantee Plans using the same funding level as the DOE 2019 Appropriated Funds outlined in Weatherization Program Notice (WPN) 19-2.

There are several parts to the grant application:

- Budget Summary – details how the grant funds will be spent by the grantee (MaineHousing) 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 WAP with descriptions of how Maine will meet the guidelines/requirements of the DOE. This includes, but is not limited to: MaineHousing and CAA weatherization staff responsibilities, client eligibility, monitoring activities; audit procedures and tools; MaineHousing policies; and how MaineHousing and CAAs will adhere to DOE Health and Safety requirements.

For program year 2020 (April 1, 2020 through March 31, 2021), MaineHousing will continue to administer, partnering with 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. Priority households are Home

Energy Assistance Program (HEAP) eligible households with a high energy burden that include a household member who is elderly, a person with disabilities, or a child younger than 6 years of age.

There are no major program changes planned for 2020, however the minor updates are highlighted below:

1. Clarification pertaining to cleaning tuning and evaluation (CTE) of combustion appliances and combustion gasses, including the requirement that Subgrantees establish internal policies to describe how CTEs will be addressed for households receiving weatherization services.
2. Clarification pertaining to Quality Control Inspector (QCI) monitoring process including the three components: Desk Review, Unit Inspection, and On-site Subgrantee Monitoring Visits.
3. Updates to the Grantee/Subgrantee Trainings expected to be performed during the 2020 DOE Weatherization Program.
4. Minor technical edits, clarifications and clean-up.

Public Hearing and Comment Period:

A public hearing, allowing interested parties an opportunity to comment on the 2020 DOE State Plan and the repeal and replacement of the Weatherization Assistance Program Rule (Chapter 25) will be held on Tuesday, December 17, 2019 beginning at 9:30 a.m. Written comments will be accepted until close of business (5:00 p.m.) on Friday, December 27, 2019. The hearing notice is attached. **A draft of the 2020 DOE State Plan is available on MaineHousing's website: www.mainehousing.org.**