

Highlights

1. CHIP Guide Effective Dates

MaineHousing's *CHIP Guidance and Procedures*, dated October 1, 2020 (CHIP Guide), replaces all previous CHIP guidance and procedures and is applicable to all open CHIP grant periods.

2. CHIP Program Grants

The allocation of PY 2021 HEAP Wx/CHIP funds become available on October 1, 2020. *See* Section 1A(4).

3. Non-Occupying Owner Assets

The asset treatment of non-occupying owner assets applicable to heating system replacements was reformatted and new examples added to provide clarity. *See* Section 4F(4).

4. Maximum Benefit Amount

There is no life-time maximum CHIP benefit amount for an Eligible Household of a single-family owner-occupied dwelling. *See* Section 5C(1).

5. CHIP PUA

CHIP is not subject to a maximum statewide average cost. *See* Section 6E.

6. Heat Pumps Specifications

- a. MaineHousing has retired its "Heat Pump List." Installers can now use any model that meets program specifications identified in Section 7G, Heat Pump Specifications. *See* Section 7C(6).
- b. Heat pumps should only be installed in locations that maximize energy efficiency resulting in an overall decrease in the Applicant's energy burden. *See* Section 7C(6). The *CAA Heat Pump Inspection Checklist* has been revised to require the CAA inspector to confirm the appropriateness of the heat pump location (*e.g.*, heat pumps should not be installed in bedrooms).
- c. Heat pumps can be mounted on stands if recommended by the installer due to the construction of the house and/or to reduce noise or vibration. *See* Section 7G(4).
- d. A rain cap is only required if the heat pump is located under a drip edge. *See* Section 7G(4).

REMINDER: Heat pump jobs require final inspections.

7. Processing Chip Jobs

An important note has been added specifying all jobs must be entered in HEAT Enterprise in real time to facilitate accurate tracking and reporting for CAAs and MaineHousing. *See* Section 8.

8. Applicant Surveys

The CAA must provide a *CHIP* and/or *Heat Pump Client Satisfaction Survey* card to every Applicant whose unit is reported as completed. The survey card may be provided to the Applicant at any time after services commence, but no later than completion of a final unit inspection and/or Applicant signs the *Statement of Completion*. *See* Section 8G.

9. Inspections

Jobs in excess of \$1,000 no longer require an onsite inspection. Only jobs for a heating system replacement require an onsite final inspection. *See* Sections 9D and 11A(1). The *Statement of Completion* has been revised to require the CAA "Inspector" to indicate whether an onsite inspection was conducted.

10. Grant Closing Requirements

CHIP funding periods and closing requirements are prescribed in Subgrant Agreements and Amendments to the Subgrant Agreement and no longer updated in the CHIP Guide. MaineHousing maintains Grant closing date requirements in the *Grant Funding Periods and Closing Dates* publication, which is updated whenever closing requirement dates change and posted by MaineHousing on the CAA Portal. *See* Section 11B.