

#### 4.4 APPLICATION REFINEMENTS THIS YEAR

DOE updated the Application Instructions for 2019, but did not make changes to the PAGE application system this year. All sections of the application in PAGE must be completed in their entirety.

#### 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.

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

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

The following list of Weatherization Program Notices address the specific policy areas that must be adhered to by all Grantees and Subgrantees operating weatherization programs using DOE funds.

This list reflects active WPNs applicable to formula grants in effect at the time of WPN 19-1 issuance. 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 is organized in date order 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 also 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		

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10-16	Clarification on Selection of Types of Insulation Materials Allowable						x																	
11-14	Updated Subgrantee Selection Guidance		x																					
12-7	Disaster Planning and Relief											x												
12-9	Incidental Repair Measures							x	x								x							
15-4	Quality Work Plan Requirement		x	x																				
16-4	Updated Monitoring Guidance			x																				
16-5	Multifamily Weatherization					x							x											x
16-6	Weatherization of Rental Units							x																x
16-7	Approved Weatherization Materials with Specifications						x																	
16-8	Revised Energy Audit Approval Procedures and Other Related Audit Issues			x					x		x					x						x		
17-4	Multifamily Housing – Procedure for Certifying Income-Eligible HUD Assisted Buildings																							
17-5	Closeout Procedures for Grants Under the Weatherization Assistance Program		x																					
17-6	Property Acquired Under the Weatherization Assistance Program Including Vehicle and Equipment Purchases																		x					

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17-7	Weatherization Health and Safety Guidance										x														
18-1	Grant Guidance		x		x											x			x		x		x		
18-2	Grantee Allocations	x	x																						
18-3	Poverty Income Guidelines and Definition of Income								x					x	x	x									
19-1	Grant Guidance		x		x											x			x		x		x		
19-2	Grantee Allocations	x	x																						

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

### Program Memorandums that are Currently Active

- WAP Memorandum 001: Weatherization Assistance Program Memorandum Process Implementation (7/18/14)
- WAP Memorandum 002: Reminder of Client Priority - High Energy Burden (7/18/14)
- WAP Memorandum 006: LIHEAP Transmittal # IM-2014-06 Potential Impact for WAP Grantee (9/3/14)
- WAP Memorandum 008: Quality Management Plan Draft Grantee KSAs (9/17/14)
  - 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 009: Availability of Testing Result Reports for the Quality Control Inspector Written Exam (10/8/14)
- WAP Memorandum 010: Quality Management Plan - Record Keeping and Reporting (4/8/15)
- WAP Memorandum 011: Clarification on Fuel Switching (5/6/15)
- WAP Memorandum 015: Weatherization Financial Toolkit 2 CFR 200 Regulation and Procurement Policies (1/6/16)
- 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 025: American Customer Satisfaction Index (ACSI) – Subgrantee Survey
- WAP Memorandum 032: Update to Field Guide Expiration Reminder for WAP Grantees – New Variance Request Form
- WAP Memorandum 033: Program Year Changes for WAP Grantees with October 1 as Current Start Date
- 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
- WAP Memorandum 039: Update to Field Guide Expiration Reminder for WAP Grantees – New Variance Request Samples
- WAP Memorandum 041: Weatherization Assistance Program GovDelivery Distribution List
- WAP Memorandum 042: Allowable Use of Training Funds for 2019 National Home Performance Conference
- WAP Memorandum 043: PY 2019 Weatherization Assistance Program Draft Grant Guidance

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<https://www.energy.gov/eere/wipo/weatherization-program-guidance>.

## 6.0 WEBSITE INFORMATION

To assist the 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 reference the following websites:

### Energy Efficiency and Renewable Energy (EERE)

DOE posts all official documents developed by DOE to the EERE [WAP](#) website. This includes, but is not limited to:

- WAP Regulations and Legislation, Weatherization Program Notices and Memoranda, Appendix A, and the Allocation Formula
- National Evaluation, Briefing Book, Fact Sheets, Additional Resources
- DOE Contacts, Grantee Award Contacts, DOE Events, Additional Resources
- Client Eligibility Requirements, Where to Apply for Assistance, Additional Resources
- National Curriculum, Procurement Toolkit, Guidelines for Home Energy Professionals, Energy Audits, Training Resources