

Memorandum

DATE: **November 22, 2019**

WAP Memorandum 056

REPLY TO

ATTN OF:  **Erica Burrin, Program Manager**

Weatherization and Intergovernmental Program Office

SUBJECT: **Allowable Use of Training Funds for the National Community Action Partnership's 2020 Management and Leadership Training Conference**

TO: **Weatherization Assistance Program Grantees**

INTENDED

AUDIENCE: **Grantee Program Managers**

The 2020 National Community Action Partnership's 2020 Management and Leadership Training Conference (MLTC) will take place January 8-10, 2020. This training conference is targeted to board and staff leaders at Community Action Agencies (CAA). The 2020 MLTC will feature intensive training, structured roundtable discussions, and networking opportunities. Whether you have been leading and managing for years, or you are looking forward to that promotion into management, you will become your best with our Management and Leadership Training Conference. Sessions specifically designed for Weatherization Assistance Program (WAP) providers include:

- **Cap Solar – Working Group Session (Tentatively Tuesday afternoon Jan 7), “invite only,”**
This preconference meeting will allow for an in-person, more in-depth discussion among CAAs / WAP subgrantees that have held initial discussions with Cap Solar and would like to talk in more detail regarding their respective solar projects, including next steps.
- **Opening Welcome and Federal Partner Update – Wednesday morning Jan 8**
The Department of Energy (DOE) will be among the federal partners outlining key priorities for the upcoming year and opportunities for collaboration with stakeholders to further the mission of the respective programs being carried out through the CAA network.
- **Update from the Department of Energy – Wednesday afternoon Jan 8**
DOE will share program updates. NREL, NASCSP (Invited) and CAP will also provide an overview of available resources and tools. NREL will provide opportunity for real-time interaction with the new WAP administrative training modules.
- **Leaders in Energy Innovation – Thursday morning Jan 9**
Energy advocates from two states will discuss their most recent campaigns, and allow time for participants to engage in an “appreciative inquiry” approach to their own work.

Attendance at this event is considered an allowable use of the training and technical assistance (T&TA) funds by WAP network organizations. Conference workshops include a multi-day track of training in building non-federal partnerships to enhance the impact of Weatherization.

To find out more information about the convention, please visit the event website:

<https://communityactionpartnership.com/management-and-leadership-training-conference-2/>.

If you have questions regarding the information in this Memorandum, please contact your DOE Project Officer.