**Weatherization Readiness Fund Plan**

To address deferral issues in Program Year 2022, OEO will use the Weatherization Readiness Fund (WRF) as described below.

Each sub-grantee will receive a WRF allocation proportional to their expected number of DOE completions in PY 2022. The allocations are outlined below.

|  |  |
| --- | --- |
| **Subgrantee** | **WRF Allocation** |
| Aiken-Barnwell Counties Community Action Agency | $44,058 |
| Carolina Community Action, Inc. | $12,494 |
| Charleston County Human Services Commission dba Palmetto CAP | $24,330 |
| Chesterfield-Marlboro Economic Opportunity Council, Inc. | $8,548 |
| GLEAMNS Human Resources Commission, Inc. | $33,537 |
| Lowcountry Community Action Agency. Inc. | $2,634 |
| Waccamaw Economic Opportunity Council, Inc. | $13,151 |
| Wateree Community Actions, Inc. | $15,124 |

**WRF Maximum**

Sub-grantees can spend no more than $10,000 of WRF money to prepare a dwelling for weatherization. If a dwelling requires more than $10,000 to prepare for weatherization, the dwelling must be deferred unless the sub-grantee has access to additional funds they can combine with the WRF (note that WAP BIL funds cannot be combined with WRF).

**Prioritization of Dwellings**

WRF can only be used for new applications for weatherization assistance. New applications are those received on or after July 1st, 2022. Applications that were deferred prior to July 1st, 2022 are not eligible for assistance with WRF.

Sub-grantees should prioritize dwellings in need of WRF on a first come, first served basis. After clients are deemed eligible for weatherization services (including the prioritization of Elderly Persons, Families with Children, Persons with Disabilities, High Residential Energy Users, and High Energy Burden), they can be eligible for WRF on a first come, first served basis. For WRF money to be expended an Energy Audit must be performed on the dwelling. As such, issues dealing with the safety and well-being of the auditor or general inaccessibility of areas in the dwelling (clutter) cannot be addressed with WRF. Once an Energy Audit is performed and the home is determined to be eligible for DOE weatherization (SIR of 1.0 or greater), the Energy Auditor must determine if:

1. The dwelling would normally be deferred as structural, health and safety, or other issues outside the scope of weatherization exist.

And

1. The dwelling can be made ready for weatherization with an investment of $10,000 or the remaining balance in the sub-grantee’s WRF, whichever is less.

If the dwelling cannot be made ready for weatherization, it should be deferred. If it can be made ready for weatherization, the sub-grantee should notify OEO in writing of their plans to use WRF money on the dwelling.

**WRF Process**

Once it has been determined that WRF money will be used on a dwelling, the sub-grantee must document the actions to be taken to make the dwelling ready for weatherization, the entity performing the work, and the cost of the work. The information will be documented on the new Form 120 Weatherization Readiness. Once the readiness work has been completed, the dwelling must receive an inspection to determine if weatherization work can commence. The inspection will also be documented on Form 120. The contractor that performed the readiness work will not be paid until their work receives a passing inspection. Once the readiness work has been completed and the contractor has been paid, the sub-grantee should upload the relevant information (before and after pictures, contractor receipts, etc.) in DBA FACSPro and notify OEO.

Once the readiness work receives a passing inspection, the sub-grantees should perform an Energy Review on the dwelling to ensure the entries in the Energy Audit have not changed before beginning weatherization work.

**Restrictions on WRF Money**

Any dwelling that receives WRF money must result in a DOE completion. This means at least one Energy Conservation Measure (ECM) using DOE funds must be installed in the dwelling. If WRF money is used on a dwelling and the dwelling does not result in a DOE completion, the sub-grantee must reimburse DOE the amount of WRF money spent on the dwelling with non-state, non-federal money.

WRF money must be tracked separately from other DOE funds. As such, WRF money cannot be spent on an ECM, Incidental Repair Measure (IRM) or other Health and Safety measure. WRF money must be expended before other weatherization measures (ECMS, IRMs, Health and Safety) are installed.

**Repairs Eligible for WRF Money**

The following is a non-comprehensive list of repairs that are eligible for WRF money. Items not on this list can be implemented based on the discretion of the subgrantee after discussions with OEO.

* Roof repair
* Wall repair
* Ceiling repair
* Floor repair
* Foundation repair
* Plumbing repair
* Electrical repair

Other repairs, specifically landscaping, asbestos remediation, and lead paint remediation are not eligible for WRF money, but can be completed with other non-federal funds at the discretion of the subgrantee.

**WRF Tracking**

WRF money will be tracked in two ways. OEO will track dwellings receiving WRF in real-time as they are notified by sub-grantees and DBA FACSPro will track WRF money as jobs are completed and closed out.

**WRF Monitoring**

OEO will collect and report the following information in its annual monitoring of subgrantees.

1. Number of dwellings receiving WRF money by subgrantee and dwelling type (site built or manufactured)
2. Amount of WRF money spent by subgrantee and dwelling type
3. Amount of WRF money spent per dwelling by subgrantee
4. Nature of repairs (roof, plumbing, floors, electrical, etc.) by subgrantee and dwelling type
5. For site-built dwellings, the year constructed
6. Other funds used to ready dwellings for weatherization where applicable

OEO will also ensure each dwelling that receives WRF money results in a DOE completion and that no WRF money is expended on Bipartisan infrastructure Law (BIL) weatherization units.