

Memorandum

DATE: **November 27, 2023**

CARRIE
SMITH

Digitally signed by
CARRIE SMITH
Date: 2023.11.27
10:33:33 -07'00'

WAP Memorandum 118

REPLY TO

ATTN OF: **Carrie Smith, Readiness and Retrofit Program Manager, Weatherization Assistance Program**

SUBJECT: **Allowable Use of Training Funds for the National Community Action Partnership's
2024 Management and Leadership Training Conference**

TO: **Weatherization Assistance Program (WAP) Network**

INTENDED

AUDIENCE: **Grantee and Subgrantee Program Managers**

The National Community Action Partnership (NCAP) 2024 Management and Leadership Training Conference (MLTC), is scheduled for February 13-16, 2024, in Las Vegas, NV. The U.S. Department of Energy's (DOE) Weatherization Assistance Program (WAP) encourages Grantees and Subgrantees, and Weatherization Training Centers staff and contractors to attend. The content for this conference is crafted specifically for emerging and current leaders at Community Action Agencies. The 2024 MLTC will feature a variety of training workshops, structured roundtable discussions, dynamic speakers, and networking opportunities, including a Weatherization track.

Staff from DOE's Office of State and Community Energy Programs (SCEP) will provide federal updates and insights on current and upcoming WAP activities and will engage the audience in a critical dialogue about current issues and opportunities facing the Program.

2024 NCAP MLTC breaks down as follows:

- February 13, 2024 – Pre-conference Sessions
- February 14-16, 2024 – Core Conference Sessions

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

To find out more information about the conference and to register for the event, please visit the event website at: <https://communityactionpartnership.com/2024-mltc/>.

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