

Memorandum

DATE: **December 21, 2023**

CARRIE
SMITH

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CARRIE SMITH
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WAP Memorandum 120

REPLY TO

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

SUBJECT: **WAP Bipartisan Infrastructure Law Annual Guidance Implementation and WPN Numbering**

TO: **BIL funded Weatherization Assistance Program Grantees**

The U.S. Department of Energy (DOE) Weatherization Assistance Program awarded Bipartisan Infrastructure Law (BIL) grants for weatherization services to low-income households over a period of 5 years. Implementation of BIL grants is underway and DOE has identified the need for updated guidance.

While BIL grants have some requirements and/or topics that are specific only to that funding, Grantees should utilize relevant information issued in the annual Grant Application Weatherization Program Notice (WPN), currently [WPN 24-1](#), as well as other active guidance documents and resources provided by DOE to ensure all current and relevant guidance is being implemented. Please see Tables in Section 5.0 of WPN 24-1 to see a list of applicable guidance.

Annual Guidance Impact on BIL Funding

Annually, BIL Grantees should review the new formula Grant Application WPN to ensure their BIL program aligns with updated direction. For Program Year 2024, BIL Grantees should be particularly attentive to changes in the following sections of WPN 24-1. WPNs and Memos apply to all DOE-funded WAP grants unless exceptions are specified in a Funding Opportunity Announcement, award agreement, WPN, or other official DOE communication.

- 2.2 Participation in Additional Evaluations and Studies
- 2.2 Weatherization Readiness Funds (*New Section*)
- 2.3 Health and Safety
- 2.4 Multifamily Retrofit Tools and Workforce Resources
- 2.5 Quality Work Plan Implementation
- 2.6 National Environmental Policy Act (NEPA) Requirements
- 2.8 Deferral Tracking Tools and Training
- 2.9 Upcoming Funding Opportunities
- 2.11 Workforce Development
- 2.12 Equity and the Justice40 Initiative
- 2.13 Fuel Switching
- 3.5 Program Income
- 4.5 Reporting Requirements

5.0 Weatherization Program Notices (WPN) and Memoranda (*As applicable – see the Tables in Section 5.0 of [WPN 24-1](#) and [here](#) for up-to-date information.*)

Additionally, DOE removed or moved several sections of the annual package. Access to these changes is included via [Crosswalk-of-WPN-24-1-vs-WPN-23-1-Sections.pdf \(energy.gov\)](#).

BIL Program Guidance Numbering

Reorganization of guidance related to grant awards in Program Year 2022 with BIL funding has been deemed necessary because BIL funding was authorized without an expiration date. Therefore, program guidance will be effective, or updated, over the grant’s estimated five-year cycle.

Previous and future BIL WPNs will not be identified by program year (e.g., WPN BIL 22-1).

The chart below shows the updated BIL guidance numbering. Note that the content of issued WPNs remains unchanged.

Original BIL WPN Numbering	New BIL WPN Number
WPN BIL 22-1 : Bipartisan Infrastructure Law (BIL) Grants for the Weatherization Assistance Program <ul style="list-style-type: none"> WAP Administrative and Legal Requirements Document (ALRD) Application Instructions 	WPN BIL-1: Bipartisan Infrastructure Law (BIL) Grants for the Weatherization Assistance Program <ul style="list-style-type: none"> WAP Administrative and Legal Requirements Document (ALRD) Application Instructions
WPN BIL 22-2 : Bipartisan Infrastructure Law (BIL) Grantee Allocations	WPN BIL-2: Bipartisan Infrastructure Law (BIL) Grantee Allocations
WPN 22-3, 23-3, 24-3 , etc.	<i>Refer to “-3” guidance each year for Poverty Income Guidelines and Definition of Income.</i>
WPN BIL 23-4 : Department of Energy Monitoring of Bipartisan Infrastructure Law in the Weatherization Assistance Program	WPN BIL-4: Department of Energy Monitoring of Bipartisan Infrastructure Law in the Weatherization Assistance Program
	WPN BIL-5: BIL Average Cost Per Dwelling Unit and Allowable Use of Funds Update
<i>Pending</i>	WPN BIL-6 : Applicability of Davis-Bacon Act Prevailing Wage Requirements to WAP BIL

If you have any questions regarding this Memorandum, please contact your DOE Project Officer.