



# Utah Weatherization Program Notice

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Effective Date:

UWPN # 12-03

**Subject:** Licensure of Local Agencies

**Basis:** Program Requirement Change

**Purpose:** The Utah Weatherization Assistance Program has operated under the premise that local agencies are considered “political subdivisions” (i.e. the Association of Local Governments) and were not required to be licensed under the State of Utah Contractor Licensing rules. Recent developments have caused us to contact Utah Department of Professional Licensing to reaffirm this assumption since no documentation exists on this matter. During the conversations with DOPL they informed us they do not feel that is a correct interpretation of the State Code.

After additional conversations with DOPL we are left with no choice but to require all sub-grantees to obtain a Utah Contractor’s License for the licensed areas they are working. It is believed that an *S220 Carpentry Contractor* and *S350 HVAC Contractor* will be the most appropriate. (R100 & B100 will also work.) We know and understand the significance of this requirement and the impact it will have on your programs and is not being taken lightly.

**Scope:** This notice affects all sub-grantees of the Utah Weatherization Assistance Program who are not currently licensed contractors in the State of Utah.

**Responsibilities:**

Local Agencies – Each sub-grantee shall obtain a Utah Contractor’s License in the licensed areas they are currently working. The local agencies will need to evaluate their options and determine the most suitable way to achieve compliance with this notice.

- Given the impact of this requirement no deadline for compliance has been set.
- Agencies need to give this matter their highest priority considering the implications associated with this matter.
- ARRA Program Operations funds may be used for this notice.

State WAP Staff – Staff will assist the local agencies in this matter as reasonably possible.



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