



Utah Weatherization Program Notice

Effective Date 22 February 2014

UWPN # 2014-011

Subject: Implementation of ASHRAE 62.2-2013 & Other Changes

Basis: Guideline Update

Purpose: This change updates the guidelines to reference the new version of the standard. This change also includes some minor changes noted in the Change Log which is attached.

Scope: This change applies to all current and future applicants. This change will apply to all work that is not in progress on the Effective Date.

Responsibilities:

Local Agencies –

- Implement new policy and conduct in house training to inform staff.

State WAP Staff –

- Amend Program Guidelines and publish. (Changes 2013-068, 070 to 072)
- Make adjustments to Attachment 22 ASHREA 62.2 Calculator and publish.

Brad Carpenter
Program Specialist
Utah Weatherization

Utah WAP Guideline Change Form

Change Tracking Number	Timestamp	What section do you want changed?	Reason for suggested change?	Proposed text of change.	Current text.	Contact Information	Name of agency or organization	E-mail address	Phone Number	Name of submitter	Status (Pending, Approved, Disapproved, Edited, Published)	Comments:
2013-068	9/30/2013 15:37:55	C1. 4. b. ii.	Allow for Local Agencies to accept a HEAT certificate from a Tribal run HEAT program.	ii.A HEAT Program eligibility sheet, from the SEAL WX Search or copy from a Tribal HEAT program, showing proof client was deemed eligible within the current HEAT program year, which runs October through September.	ii.A HEAT Program eligibility sheet, from the SEAL WX Search, showing proof client was deemed eligible within the current HEAT program year, which runs October through September.		State WAP	blcarpenter@	801-468-0134	Brad Carpenter	Edited	
2013-069	9/30/2013 15:42:36	C3.	Allow for Local Agencies to accept a HEAT certificate from a Tribal run HEAT program.	To use LIHEAP Crisis funds on any client there must be a HEAT Program eligibility sheet, from the SEAL WX Search or a Tribal HEAT Program, showing proof client was deemed eligible within the current HEAT program year	To use LIHEAP Crisis funds on any client there must be a HEAT Program eligibility sheet, from the SEAL WX Search, showing proof client was deemed eligible within the current HEAT program year		State WAP	blcarpenter@	801-468-0134	Brad Carpenter	Disapproved	Not needed with change to Section C3.

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2013-070	10/8/2013 9:33:47	A2. a.	Delete the last sentence that was leftover from re-write	a.The Weatherizati program should be operated at the sub-grantee level in the most cost-effective manner, ensuring that funds directly impact on the low-income and are not used for excessive administrati overhead. The Division of Housing, with guidance from the DOE, shall determine whether an agency's costs are reasonable. The following guidelines from the U. S. Department of Energy should be referenced in preparing contract budgets.	a.The Weatherizati program should be operated at the sub-grantee level in the most cost-effective manner, ensuring that funds directly impact on the low-income and are not used for excessive administrati overhead. The Division of Housing, with guidance from the DOE, shall determine whether an agency's costs are reasonable. The following guidelines from the U. S. Department of Energy should be referenced in preparing contract budgets.		State WAP	blcarpenter@	801-468-0134	Brad Carpenter	Edited	

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2013-071	11/5/2013 9:09:52	B1. 3.	DOPL Requirements	3. Agency Contractor License All local agencies are required to be a Utah Licensed contractor in the trades which that are doing regulated work effective 1 July 2013.	3. Agency Contractor LicenseAll local agencies are required to be a Utah Licensed contractor effective 1 July 2013.		State	mjturner@uta	801.468.0155	Matt Turner	Edited	

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2013-072	11/19/2013 10:03:51	DEFERRED SERVICE APPEAL	Correct the address and telephone number of the deferred service appeal to the new State Address and phone # as well as the State contacts name.	2. Deferred Service Appeals Procedure Any and all applicants who are denied Weatherization assistance will be assured an opportunity to have a fair administrative hearing regarding the deferral of services pertaining to the above stated Deferred Service Policy. Appeals may be directed to the Director of Utah Housing and Community Development, 140 E. 300 South, Salt Lake City, UT 84111 (801)-538-8723.	2. Deferred Service Appeals Procedure Any and all applicants who are denied Weatherization assistance will be assured an opportunity to have a fair administrative hearing regarding the deferral of services pertaining to the above stated Deferred Service Policy. Appeals may be directed to the Director of Utah Housing and Community Development, 140 E. 300 South, Salt Lake City, UT 84111 (801)-538-8723.	TCW		ispangenberg	801-451-3622	Ian	Edited	