



Appendix A - Summary of Changes

The table below shows significant program and policy changes for Program Year 2019-20. The effective date for all revisions is July 1, 2019. Highlighted changes were included in the Program Manual after the May 2019 Grantee Meeting.

Section	Topic	Revision
General - Especially sections 3.6, 5.3.4, 8.3.2, 8.8 and 9.1	Health & Safety Costs	H&S expenses are no longer modeled into cumulative SIR. Removes requirement for a cumulative SIR of 1.0 with H&S expenses included. Creates a new requirement that units with H&S expenses > \$1,500 shall be approved by Program Manager prior to job start.
2.2.3	Building Files	Removes requirement to complete an “Accrual of Benefits” form for multifamily buildings with owner-paid space heating.
<u>3.4.1</u>	<u>Manufactured Homes</u>	<u>Allows title searches through DSPS “ESLA” web site.</u>
4.2.1	Refrigerator Replacement	Clarifies the manufacture data of any unit automatically eligible for removal/replacement – changes “on or before December 31, 2003” to “prior to 2004”.
4.2.2	Freezer replacement	Clarifies the manufacture data of any unit automatically eligible for removal/replacement – changes “on or before December 31, 2003” to “prior to 2004”. <u>Allows consolidation and replacement of two small existing freezers with one larger freezer.</u>
4.3	Baseload program tracking	Clarifies that buildings served in the Baseload program should be tracked in WisWAP as “deferred”.
5.1	Financial Standards	Describes Contract Planning Workbook process Describes DEHCR Quarterly Review initiative
5.1	Financial Standards	Describes DEHCR monitoring as required in 10 CFR 440.15 and 10 CFR 440.23
5.1	Financial Standards	Requires agencies to inform DEHCR of turnover in senior managerial staff.
<u>5.1.4</u>	<u>Financial Audits</u>	<u>Requires agencies to immediately forward to the Division action plans created to respond to financial audit findings.</u>
5.2	Disallowed Costs	No WAP fund lines are allowed to be used for payment of interest expenses, except as allowed by 2 CFR 200.
5.3(8)	Allowable Costs	Clarifies requirement that unit production and expenditures are aligned. <u>Clarifies that monthly invoicing of Operations and Program Support funds should be proportional to Operations expenditure.</u>
<u>5.3(9)</u>	<u>Allowable Costs</u>	<u>Provides that incentive compensation plans must meet the provisions of 2 CFR 200.430, and shall be funded only with Administrative funds. Provides that all use of program funds for incentive plans will be disallowed as of July 1, 2020.</u>



5.3(10)	Allowable Costs	All costs expensed to a contract must be incurred in that contract period, except for financial audit expenses.
5.3.3.2	Transportation	Requires that cost allocation of large vehicle expenses between programs reflects actual acquisition and operations costs. Cost allocation of passenger vehicles may use the standard IRS mileage rate.
5.3.3.3	Tools and Equipment	Requires that cost allocation of expenses for tools and material between programs reflects actual acquisition, operations and maintenance costs.
5.3.4	Health and Safety	Removes requirement to justify H&S expenditures in building's cumulative SIR. Provides that Program Manager approval is required for any unit in which H&S expenditures exceed \$1,500.
5.3.5	Liability Insurance	Payment of liability insurance deductibles is not an allowable cost.
<u>5.3.7.1</u>	<u>T&TA Labor Costs</u>	<u>Allows payment from T&TA funds for labor costs incurred for training of workers who are otherwise paid solely from Operations allocation</u>
<u>5.3.9</u>	<u>Average Unit Cost</u>	<u>Updates DOE Average Unit Cost value from \$7,261 to \$7,541.</u>
6.6	Procurement Methods	Agency decisions regarding RFPs and RFBs shall be final. DEHCR documents will be edited accordingly.
6.6 and 6.7	Procurement Methods	Raises maximum limit for a best judgement procurement ("micropurchase") from \$3,500 to \$5,000.
6.15	Payment Bonds	Clarifies requirements defining when payment bonds are required and how they are structured.
7.2	Compensation for Use of Property	Clarifies property expensing to contracts, and management of excess property and idle capacity, to conform to 2 CFR 200.
<u>8.3.2 (all)</u>	<u>Weatherization Assistant Audits</u>	<u>Significantly edited to improve clarity.</u>
<u>8.3.2.1</u>	<u>General Rules for Data Entry into Weatherization Assistant Audits</u>	<u>H&S costs no longer included in cumulative SIR.</u> <u>Requirement for Program Manager to review jobs in which H&S costs exceed \$1,500.</u> <u>Requirement for Program Manager to review jobs where H&S costs exceed \$1,500 after work is started.</u> <u>Clarifies water heater modeling as ECM vs. H&S.</u> <u>Clarifies modeling of heating system modifications.</u>
<u>8.3.2.2</u>	<u>Modeling Buildings Using Fuel Consumption</u>	<u>Clarifies use of Therm Calculators, including for buildings with less than 12 months space heating energy use.</u> <u>Requires use of the 5-24 Unit Building Workbook (in addition to the 5-24 Diagnostic Workbook).</u>
8.3.2.3	End State Planning and Informational Modeling	Informational modeling is no longer required when natural draft water heaters may need H&S replacement at the end of a job.
<u>8.3.2.4</u>	<u>In-Progress Changes in Measures</u>	<u>Clarifies process for evaluation of measures not apparent/identified at the energy audit.</u>



8.6.1.2	Heating System Replacement	Specifies use of the Heating System Checklist, to conform to current practice.
8.6.1.2 (5)B	Heating System Replacement	Clarifies that unvented space heaters must be removed/replaced only if they are inside the living space or the house pressure boundary.
8.6.1.2 (6)e	Heating System Replacement	Allows existing electric baseboard heaters to be disabled and left in place.
<u>8.6.1.4</u>	<u>1-4 Unit Heating System Replacement</u>	<u>Incorporates specifications to allow installation of two-stage furnaces and compatible thermostats.</u> <u>Allows, but does not require, agencies to bond existing CSST found at audit.</u> <u>Allows removal of existing humidifiers.</u>
8.6.2	Other Heating Systems Work General	Clarifies policy on ordering clean and tune measures for existing heating systems.
8.6.2, 8.6.3.1 and 8.6.3.2	Other Heating Systems Work General	Adds requirement that appliance labels applied by installer include the date of installation.
8.7.4.1	Freezer replacement	Allows replacement of a chest freezer with an upright freezer when that will better suit occupant needs.
8.7.1	Lighting	Allows DOE funds for LED lighting, removes 1.5 hour estimated burn time requirement, and allows LED torchieres.
8.7.4	Freezer Replacement and Removal	Allows replacement (when cost-effective) of freezers as small as seven (7) cubic feet in size.
9.1	Health & Safety	Work solely to resolve code violations is allowed only when required in program policy as a weatherization Health & Safety measure.
Appendix B, 4.10	Water Heater standard	Updated to cite the current (2017) ANSI standard.
Appendix D	Measures	Removes DOE as an allowable funding source for JHSM035 Duct Sealing measure.