

IWAP Path:

<https://ihcdaonline.com/wap/>

WAP 2014 State Plan

IHCDA will begin the process of writing and submitting the DOE 2014-2015 State Plan once all necessary details and funding information are received from DOE.

P&P Manual

The Semi-Annual update to the Weatherization Policy and Procedures Manual is complete and can be found on the partner side of IHCDA's website for your reference.

<http://www.in.gov/myihcda/>

IHCDA Website

The Public side is client-oriented focusing on qualifications for weatherization services, allowable services, service providers and utilities. Public/Consumer site: www.ihcda.in.gov.

The Partner side is your site to find policy and forms.

Partner site: <http://www.in.gov/myihcda/>

Benchmarks

Progress towards your job completion Benchmarks as projected on the 2014 DOE budget form will be reviewed Dec 31.



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Was this House Weatherized?

One of the best times of the year to self-diagnose the energy needs of your home is during the cold, winter months. Those of us that have been in Weatherization for some time most likely know what I am talking about. Snow or frost melt patterns on your roof can be an indication that you have some serious energy loss occurring in the attic of your home. Take the time to look for melt patterns the next time there is a heavy frost or snow on your roof. If you notice ice damming along the edge of your roof, you most likely have exterior top wall plates with no insulation on them. The result is warm air escaping from your home and basically melting the snow from the bottom up, which results in water running down the roof's edge and then freezing at the gutter line. If you notice areas in the middle or main part of the roof that are melting off then you most likely have some open interior wall cavities or other bypasses that are allowing the warm air from the home to escape in the attic and melt the snow or frost. A common area that this occurs is around masonry chimneys, furnace and water heater vents or sewer vent chases.

Melt patterns can exist at the ground level as well. Again, during the time of snow fall notice the ground around your crawl space or basement. If the snow is melting away from the foundation you are losing heat through your foundation wall thus melting the snow.

The main thing to note about these melt patterns is that they equate to energy loss. If you notice these patterns in your home it is time to crawl into the attic or the crawl space and see what you can discover. The great thing about this self-diagnosing technique is that you can check your work the next time there is heavy frost or snow!

Several Classes are offered through INCAA that address the situations listed above.

- ◆ Retrofit Installer Shell
- ◆ Energy Auditor
- ◆ Final Inspector
- ◆ Crew Leader
- ◆ Applying Pressure Diagnostics

Optimizing Weatherization Program Resources

This one-day class will look at the monies available from the different Weatherization funding sources and explore combinations that will allow programs to utilize the flexibility made available by IHCDA.

We will break down the available funding sources and discuss the characteristics that make up base, mechanical and capital intensive completions. We will explore health and safety activities and the options for utilizing this line item in our budgets. We will demonstrate how agencies can combine funding and report completions to more than one funding source.

Strategies will be presented that will give Weatherization programs alternatives when setting production goals and how to modify those goals while production is in progress to match actual expenditures.

This training is for Weatherization Program Managers Only. (8 CEU's)

Jan 29, 2015: REAL SERVICES

1151 S. Michigan Street
South Bend, Indiana

Feb 3, 2015: Interlocal Community Action Program

615 S.R. 38 West
New Castle, Indiana

Feb 4, 2015: Hoosier Uplands EDC

500 W Main Street
Mitchell, IN 47446

Lunch will be provided

Registration: <http://intelligentweatherization.org/training/>

PROGRAM DEADLINES

WX 2014-15 Funds: The regular DOE Weatherization program will close on **MARCH 31, 2015**. **Closeout documentation is due May 15, 2015.**

Effective Jan 1, 2015 all closeouts must be submitted with the following:

- Page 1 of Quarterly for a DOE Closeout
- Page 1 & 2 of Quarterly for LIHEAP & State LIHEAP to cover Base/Mechanical/Capital Intensive
- Last page of Job Expense Report

The number of completions on the job expense report, quarterly and closeout form must match for the closeout to be processed.

Special Note: One of the criteria for the Incentive Pool is the Closeout must be submitted and approved within 45 days of the end of the grant.

CONGRATULATIONS RAY

At the recent NASCSP conference, Ray Judy was elected as the Region 4 Weatherization representative. Indiana's voice will lead monthly conference calls and be present at planning activities throughout the year.

As a Network we CAN decrease client complaints

IHCDA has experienced an increase in client calls/complaints. We as a Network can turn this around by ensuring all who come in contact with the client are professional, and that only the highest quality of work is performed. In 2015, the Weatherization Express (the newsletter) will focus on improving client relations and decreasing the number of negative client calls.

The main and obvious reason a client calls is because they are not happy with the work. Clients call immediately following the work being done but they also call years after the work was complete. No matter when the client calls, 6 months or 6 years, they often don't recall signing the "Release of Liability & Waiver of Claims" form. For this reason it is incredibly important for the weatherization staff to thoroughly review the "Release of Liability & Waiver of Claims" and ensure they understand what they are signing. As stated in the form, ***"I understand that by participating in the Indiana Weatherization Assistance Program (WAP), measures performed become my personal property and it is my responsibility to maintain and repair installed measures to keep the building systems in working condition"***. Effective in the Spring 2015 Policy Manual, a copy of this form must be left with the client.

Durably Secure Measures

Over the past several months, monitoring visits have revealed a large amount of installed materials that do not meet the 10CFR440.21.2 (d). Per these regulations: "materials must result in energy cost savings over the lifetime of the measure". Please insure mechanical fasteners are being used when air sealing and mobile home belly patches are installed. For those of you performing Final Inspections, if you see air sealing and belly patches only being secured with one-part foam, send the shell crew back to mechanically fasten the areas found. This will help insure the work performed will last the intended life of the measure. If you have any further questions e-mail Ray Judy at rjudy@ihcda.in.gov or Steve Osborne at Sosborne@ihcda.in.gov for further direction.

Training Updates:

Continuing Education Units [CEUs] – The required 24 CEU hours for those individuals holding competencies or certifications in Indiana’s Weatherization Assistance Program must be met by March 31, 2015. IHCD and INCAA have worked together diligently to provide opportunities for those needing CEUs to be able to obtain them. If you still need training to meet this requirement please work with your Weatherization Program Manager to see what opportunities might still be available.

Quality Control Inspector [QCI] – The deadline for implementation of the QCI requirement is April 1, 2015. Those sub-grantees who do not yet have a QCI on staff or available to them are encouraged to contact Ray to hopefully address this issue. As a reminder, all Weatherization completions must be inspected by a QCI certified individual beginning April 1, 2015.

Lead FIRM – IHCD has recently sought clarification from EMI regarding who is required to possess or be a Lead FIRM. The result of this clarification is that any company that disturbs lead based paint is required to have their Lead FIRM Status. This means that Weatherization contractors cannot “ride” on the firm status of the sub-grantee as previously thought. Based on information gathered during 2014 monitoring, the vast majority of FIRM and RRP certifications will expire Spring 2015. Questions regarding this clarification should be directed to Steve Osborne at sosborne@ihcda.in.gov or EMI. For Initial Renovator or Refresher courses please visit the Environmental Management Institute website www.EnvMgt.org.

Competency Maintenance Training – There was concern lately from Indiana’s Weatherization Network regarding meeting the requirement for Competency Maintenance Training. To meet this need two things are taking place. First, IHCD is now considering the time frame to obtain the Competency Maintenance training to be April 1 – March 31 of each year. This will match the time frame for obtaining CEUs and the T&TA contract with INCAA. Secondly, there have been two more opportunities added to INCAA’s training schedule for this training. Those dates are February 9, 2015 at a north location and February 10, 2015 at a south location. Please remember that this training is for those individuals in years two and three of their competencies or certifications. Please check INCAA’s training schedule for more details.

Field Guide/SWS

Indiana’s alignment of their field guide with DOE’s SWS is nearing completion. Once this document is completed it will be presented to DOE for their review. Once Indiana has DOE response and hopefully their blessing, the new aligned field guide will be made available to Indiana’s Weatherization Network. IHCD does not have a firm timeline for this release but certainly expects it to happen prior to April 1, 2015.

166 INSTALLATIONS COMPLETE

Congratulations from Hoosier Energy and the EPA those participating in the Hoosier Energy Woodstove and Inefficient furnace change-out have removed 166 very old, inefficient woodstoves or inefficient electric resistant appliances and replaced them either with new EPA compliant stoves or energy efficient heat pumps. You have surpassed expectations and Hoosier Energy continues to be very happy with your progress.

LET'S GO FOR 200 BEFORE IT'S DONE

Thomas & Reed

Thomas & Reed have started their Weatherization Financial Monitoring process. Visits are being completed as well as reports being issued.

Thomas and Reed are on schedule to visit all 23 sub-grantees by the end of March 2015. That means if you have not heard from them yet, you soon will. This is a learning process for everyone involved. While we have had a couple of minor bumps early in the process, things are going well.

No Show and Cancellation Fees

Effective January 1, 2015, IHCD and INCAA are implementing a No-Show and Cancellation Fee for Weatherization training offered through INCAA.

We continue to experience issues with class participants not showing up for training or cancelling out of a class at the last minute. This creates a problem as this practice most often results in it being too late to contact individuals on the waiting list to fill open spots in any given class.

Beginning January 1, 2015, the following fees apply to missed training opportunities at INCAA:

- ◆ No-Show: \$50.00
- ◆ Cancellations that fail to provide two business days' notice: \$25.00

The above fees will be tracked and invoiced by INCAA. The funds collected as a result of the above guidance will be used by INCAA to support the Weatherization Training Program in Indiana.

Please understand that these fees apply to both sub-grantee staff and Weatherization contractors. The above mentioned fees are to be paid by the contractor or out of private sub-grantee funding, these fees are NOT to be cost allocated to the sub-grantee's Weatherization grants.

IHCDA and INCAA hope that by implementing these fees that only those interested in and serious about attending classes at INCAA will register.

If you have any questions regarding this new fee structure please contact Ray via email at rjudy@ihcda.in.gov.

CLEAResult 2015

CLEAResult, supported by Vectren, continues to offer funding for installed measures in designated zip codes. Funding provided through this program is distributed based upon the contractual agreement between IHCD and Vectren.

Sub-grantees must ensure that CLEAResult funds are utilized to enhance their weatherization program. Suggested uses for CLEAResult funding are costs associated with training, dealing with deferral issues or weatherizing additional homes.

Should CLEAResult funds be utilized to weatherize additional homes, normal DOE and/or LIHEAP regulations must be followed. In cases where extenuating circumstances exist and flexibility is deemed beneficial, sub-grantees may contact IHCD's Community Programs Manager to request guidance on how to best proceed.

All CLEAResult funds must be tracked separately and will be monitored by IHCD to ensure all expenses are appropriate and verifiable.

Healthy Homes Pilot Project on the Way

IHCDA is developing a Healthy Homes pilot project. The primary goal of the pilot is to address deferral issues that will allow Weatherization to be completed while making the home healthier. This pilot project is part of IHCD's on-going efforts to create Healthy Homes opportunities within Indiana.

The initial funding for the pilot project will be State LIHEAP funds. IHCD will provide additional information to the Weatherization Program Managers after the first of the year.