



Weatherization Guidance No. 49

Effective Date: 7/1/2021

Updated Policy and Procedure Regarding Approved Setup Libraries in the Weatherization Assistant Audit Tool

The purpose of this guidance is to instruct agencies of updated changes in policy regarding CT WAP requirements for performing site-specific Energy Audits using the Weatherization Assistant 8.9 (NEAT, MHEA) software. This guidance pertains to all CT WAP Weatherization programs.

If there are further questions, please contact your field representative.

Approved Audit Tool Setup Libraries- Fuel Costs

Due to directives issued by the US Department of Energy related to CT WAP's authorized use of the Weatherization Assistant software, CT WAP is providing updated policy and procedure to all subgrantees effective immediately upon receipt.

CT WAP will distribute updated Setup Library Fuel costs to Subgrantees in the immediate future.

All Subgrantees are instructed to install approved Setup libraries and Fuel costs and utilize the Fuel Costs referenced as Approved CT WAP 1/1/2021.

The comment section will indicate effective date of 1/1/2021 and reference the US Energy Information Administration as the source of the document.

Going forward all Energy Audits run through the NEAT and MHEA audit tools are to utilize the 1/1/2021 setup library with no exceptions, until further notice.

CT WAP requires that all Subgrantees install and provide documentation of successful installation to the Grantee prior to issuing any work orders.

CT WAP Technical will review and approve the use of the updated Setup libraries and authorize resumption of production documents upon receipt of Subgrantee documentation.

CT WAP recommends that all Subgrantee staff and management reference the Weatherization Assistant Users Manual Version 8.9 dated January 2015, Chapter 14, Section 14.3 Fuel Costs, for

additional information and also the CT Weatherization Operations and Training Manual Sections 302.7 Audit Software and 302.11(A) Updated Setup Libraries for further details.

As always, please direct any questions or concerns to CT WAP Technical and or DEEP.Weatherization@ct.gov .