



North Carolina
**Weatherization
Assistance Program**

WEATHERIZATION MULTIFAMILY PILOT PROGRAM

FACT SHEET

WEATHERIZATION ASSISTANCE PROGRAM

The mission of the [US Department of Energy's Weatherization Assistance Program](#) is to enhance the well-being of low-income persons, particularly those who are most vulnerable such as the elderly, the handicapped, and children, through installation of energy efficiency and energy-related health and safety measures; benefiting clients through reduced energy bills, enhanced comfort, and mitigation of energy-related health hazards. The goal is to keep residents warm in the winter, cool in the summer, and safe all year long.

The North Carolina Weatherization Assistance Program, located in the [North Carolina Energy Office](#) administers the program.

Income Eligibility Criteria

North Carolina residents with an annual income at or below 200% of the federal poverty level are income-eligible to receive weatherization program services. The US Department of Energy (DOE) estimates that approximately 38 million households nationwide are income-eligible for the program. Current funding for North Carolina includes \$6.4 million annual funding from DOE, as well as nearly \$132 million from the American Recovery and Reinvestment Act.

Benefit of Weatherization Assistance to Low-Income Americans

As of 2010 DOE estimates that weatherization assistance has:

- Generated energy savings of \$350 average per year; \$5,505 over the life of the measures;
- Reduced household annual heating fuel consumption by 32%; and
- Improved household health and safety by eliminating energy-related hazards.

WEATHERIZATION MULTIFAMILY PILOT PROGRAM

The North Carolina Weatherization Multifamily Pilot Program was initiated in early 2011 to provide energy efficiency upgrades and energy-related health and safety improvements to low-income North Carolina residents living in public housing, assisted multifamily housing and Low-Income Housing Tax Credit (LIHTC) properties identified by the US Department of Housing and Urban Development (HUD) and the US Department of Agriculture (USDA).

Three weatherization service providers have been selected to implement the Multifamily Pilot Program in the Eastern, Central, and Western regions of the state. Regional service providers will contract with prequalified professional construction management firms to deliver weatherization services to selected multifamily properties statewide. The State Energy Office anticipates spending \$9 million to \$12 million in Recovery Act funds to weatherize approximately 4,500 multifamily dwelling units statewide.

COMPARING THE PILOT AND STANDARD WEATHERIZATION PROGRAMS

MULTIFAMILY PILOT PROGRAM	STANDARD PROGRAM
Serves eligible residents statewide	Serves eligible residents statewide
Program eligibility determined based on a combination of household income and physical dwelling characteristics	Program eligibility determined based on a combination of household income and physical dwelling characteristics
Available to households with annual income at or below 200% of the federal poverty level	Available to households with annual income at or below 200% of the federal poverty level
Limited service period; anticipated through March 31, 2012	Service period typically renews annually
Administered by three regional weatherization service providers	Administered by 28 local weatherization service providers
Serves residents of select HUD, USDA, and LIHTC multifamily properties consisting of buildings with 3 or fewer floors, 5-24 units, and individually metered utilities	Serves owners and renters of single-family houses and mobile homes, shelters, and select multi-unit dwellings
Weatherization services provided by large construction management firms and numerous subcontractors; all work is directed by the service provider	Weatherization services provided by service provider staff, small contractors, or a combination of both; all work is directed by the service provider
Regional service providers proactively evaluate, prioritize, and invite eligible property owners and residents to participate in the program; no waiting list is maintained	Residents submit individual applications to designated local service providers who determine income and dwelling eligibility; eligible applicants are prioritized and placed on a waiting list where applicable
Property owners actively support weatherization services by providing information, access, and financial contributions where applicable	Property owners actively support weatherization services by providing information, access, and financial contributions where applicable

MULTIFAMILY PILOT PROGRAM ELIGIBILITY AND SELECTION

The Multifamily Pilot will provide weatherization services to select low-income North Carolina residents living in public housing, assisted multifamily housing, or LIHTC properties identified by HUD and USDA. The list of [Housing and Urban Development Multifamily Properties Eligible for Weatherization Assistance](#), is compiled by HUD and USDA, and published by DOE to assist state weatherization assistance programs in identifying income-eligible multifamily residents.¹ For ease of reference, the term *HUD-list* or *HUD-listed* shall be understood to include all such properties included on any list published under the scope and authority of [Final Rule 75 CFR 3847](#).

DOE Multifamily Guidance and Authority – Final Rule 75 CFR 3847

DOE Weatherization Program Notice 10-15, Effective Date: March 2, 2010

SUBJECT: Final Rule Amending Eligibility Provisions to Multifamily Buildings for the Weatherization Assistance Program (75 CFR 3847)

PURPOSE: To issue guidance on implementing recent changes to WAP requirements for determining eligibility of certain multifamily buildings as identified by HUD and USDA.

BACKGROUND: On May 6, 2009, Vice President Biden announced “An Opportunity for Agencies to Collaborate and Help Working Families Weatherize Their Homes in Multi-Unit Buildings”. In this Memorandum of Understanding between DOE and HUD, Secretaries Chu and Donovan committed to lowering the hurdles to coordinating the efforts of WAP and HUD programs for assisted housing. DOE published a final rule in the Federal Register on January 25, 2010, amending 10 CFR 440.22, Eligible dwelling units.

Under Final Rule 75 CFR 3847, if a public housing, assisted multifamily, or LIHTC building is included on the list published by DOE, that building meets certain income eligibility without the need for further income verification. A minimum requirement for inclusion on the HUD-list is that at least two-thirds (66%) of the residents occupying a property (or 50% for 2–4 unit buildings) meet DOE's income eligibility requirement, currently 200% of the federal poverty level. It should be noted:

- The Final Rule **does not** provide automatic income eligibility for any property. As indicated above, the Final Rule only addresses a subset of the eligibility requirements.
- The Final Rule **does not** establish a priority for weatherization of HUD-listed properties. States are not required to establish a particular prioritization with regard to the weatherization of multifamily properties.

¹ The lists of [Housing and Urban Development Multifamily Properties Eligible for Weatherization Assistance](#) include three or more unique categories of income-eligible dwellings and multiple supplemental or sublists identified by HUD and USDA. Each list is periodically updated and/or supplemental lists added.

State Discretion and Authority in Providing Multifamily Weatherization Services

The final rule expressly indicates that income-eligible public housing, assisted housing, and LIHTC properties may be recipients of Weatherization Assistance Program funds; however, the rule does not require states or local weatherization service providers to set aside funds for these properties. The state and the local service provider retain the authority to set priorities for the use of weatherization funds in their service areas. Funding for individual projects will be a function of state or local program priorities and funding availability.

Information on HUD-Listed Properties Eligible for Weatherization Assistance

HUD provides additional details on its list of eligible properties, criteria for state prioritization, and additional DOE requirements on the [HUD Recovery Act](#) web page. All questions about the HUD-list and the process by which additional properties may be added should be directed to [HUD Energy Action](#) via email.

WEATHERIZATION PROCESS FOR HUD-LISTED PROPERTIES

STEP 1 – Property is Evaluated by the Regional Weatherization Service Provider

- In North Carolina, three designated regional service providers (Eastern, Central, and Western) are responsible for delivering program services to HUD-listed properties selected to participate in the Multifamily Pilot Program.
- Service providers are experienced nonprofits that will employ energy professionals and contractors to provide weatherization services.
- Regional service providers may coordinate with other local providers in the statewide weatherization network to provide services where authorized by the state.
- Weatherization service providers collect data and conduct an initial evaluation of physical property characteristics to identify HUD-listed properties that may be well suited for program participation.

NOTE: Appearing on the HUD-list does not automatically qualify any property to receive weatherization assistance. Appearing on the HUD-list simply indicates that the property meets DOE's income requirements (and in some instances certain other DOE program requirements) without the need for independent evaluation and verification by local weatherization service providers.

STEP 2 - Service Provider Determines Program Eligibility

- Eligible properties identified by service providers as possessing optimal physical characteristics to support weatherization services are contacted to gauge interest in participation; and if interested asked to provide more detailed property information to support program eligibility determination.
- **Income Eligibility:** For mixed-income multifamily buildings, DOE limits allowable expenditures per building based on the percentage of income-eligible (versus total) residents occupying the building. Funding up to the maximum allowable expenditure, may be allotted to the total package of weatherization measures specified for the building, thereby allowing weatherization services to address 100% of the building shell. Each building at a given multifamily property therefore must be evaluated individually to determine the actual percentage of income-eligible residents occupying the building. One criterion for HUD-listed properties is that a minimum of 66% of the units in each building (or 50% for 2-4 unit buildings) be occupied by residents who meet DOE income-eligibility requirements (200% of the federal poverty level); however, weatherization service providers must still evaluate the actual percentage of income-eligibility applicable to each building at the time of weatherization, in order to calculate the maximum allowable expenditure for each building.
- In North Carolina, the maximum allowable expenditure per unit may not exceed an average of \$6,000; historically, expenditures on multifamily units in North Carolina do not exceed \$2,500 per unit.
- Service providers will conduct initial site inspections to identify physical conditions which may limit the scope of weatherization services that can be provided.
- **Physical Eligibility:** Physical dwelling characteristics and onsite conditions will be evaluated for conformance with program guidelines.
- Service providers notify owner of selection and place selected properties on a tentative schedule to receive services.
- Property owners are required to sign a service agreement that outlines the owner's responsibilities under the program.
- Property owners must provide property data in a timely manner and in the format specified by service providers where requested, as well as accept responsibility for timely communication with and cooperation from residents.
- Property owners may be required to document that the residents will benefit from the weatherization services (as opposed to the owner) and to verify that residents are protected against rent increases that are directly related to weatherization work.

STEP 3 - Weatherization Education, Dwelling Assessment, and Energy Audits Conducted

- Weatherization service providers will conduct mandatory weatherization process, health and safety, and energy education sessions with property owners, management staff, and residents.
- Service providers and/or their contractors will conduct comprehensive assessments of every dwelling unit, and perform computerized energy audits of a representative sample of units on each site. Dwelling assessments may include, but are not limited to the following tasks:
 - Energy bill analysis;
 - Inventory of lighting, appliances, equipment, and other building systems;
 - Health and safety inspection; and
 - Diagnostic testing, including blower door testing to assess outside air infiltration.
- Service providers or their contractor will identify the most cost-effective energy efficiency measures for each property and prepare a project scope of work. Identified weatherization measures must have a Savings-to-Investment Ratio of 1.0 or greater.
- Energy Efficiency Measures: Typical measures may include: mitigating air infiltration, installing insulation, sealing ductwork, and reducing electric baseload consumption through measures such as energy-efficient lighting upgrades and appliance replacements. Basic heating and cooling system maintenance is standard; major system repairs or replacement must be evaluated on a limited case by case basis.
- Service providers will review scopes of work with property owners and obtain written approval to initiate weatherization measures.
- In some instances, property owners may be required to provide a financial contribution pursuant to Weatherization Assistance Program guidance.

STEP 4 - Service Provider Implements Weatherization Improvements

- Service providers will work schedules and manage contractors installing weatherization measures.
- Property owners will coordinate the delivery of weatherization services with residents.

STEP 5 - Weatherization Quality Assurance Procedures Performed

- Weatherization service providers will inspect workmanship and perform tests to verify proper installation and performance of energy measures installed in each dwelling unit prior to final job closure.
- Property owners will sign the final inspection certifying services were provided as per the agreed upon scope of work and service agreement.
- Representatives of the Weatherization Assistance Program may conduct additional inspections of workmanship and perform tests to verify performance and proper installation of energy measures installed for a period of up to 36 months post-weatherization.
- Property owners agree to cooperate with all subsequent inspections.

MULTIFAMILY PILOT PROGRAM REGIONAL SERVICE PROVIDERS

The regional weatherization service providers listed below have been selected to deliver weatherization services to select HUD-listed multifamily residents statewide through this Multifamily Pilot Program. While there is no formal application process for the program, eligible HUD-listed property owners and residents may express general interest in program participation to the designated service provider.

Community Action Opportunities

25 Gaston Street
Asheville, NC 28801
Main: 828.252.2495
Toll free 877.989.2495

Email: admin@communityactionopportunities.org
Web: www.communityactionopportunities.org

Resources for Seniors

1110 Navaho Drive, Suite 400
Raleigh, NC 27609
Main: 919.872.7933

Email: info@resourcesforseniors.com
Web: www.resourcesforseniors.com

Coastal Community Action

303 Queens Blvd
PO Box 729
Newport, NC 28570
Main: 252.223.1630
Other: 252.223.1645

Email: wap@coastalcommunityaction.com
Web: www.coastalcommunityaction.com

Western Region

Alexander	Gaston	Rowan
Alleghany	Graham	Rutherford
Ashe	Haywood	Stanly
Avery	Henderson	Stokes
Buncombe	Iredell	Surry
Burke	Jackson	Swain
Cabarrus	Lincoln	Transylvania
Caldwell	Macon	Union
Catawba	Madison	Watauga
Cherokee	McDowell	Wilkes
Clay	Mecklenburg	Yadkin
Cleveland	Mitchell	Yancey
Davie	Polk	

Central Region

Alamance	Granville	Person
Anson	Guilford	Randolph
Caswell	Harnett	Richmond
Chatham	Johnston	Rockingham
Davidson	Lee	Vance
Durham	Montgomery	Wake
Forsyth	Moore	Warren
Franklin	Orange	

Eastern Region

Beaufort	Edgecombe	Onslow
Bertie	Gates	Pamlico
Bladen	Greene	Pasquotank
Brunswick	Halifax	Pender
Camden	Hertford	Perquimans
Carteret	Hoke	Pitt
Chowan	Hyde	Robeson
Columbus	Jones	Sampson
Craven	Lenoir	Scotland
Cumberland	Martin	Tyrrell
Currituck	Nash	Washington
Dare	New Hanover	Wayne
Duplin	Northampton	Wilson

WEATHERIZATION MULTIFAMILY PILOT PROGRAM

FREQUENTLY ASKED QUESTIONS

Q: What is the website that has the list of eligible properties?

A: The list entitled [Housing and Urban Development Multifamily Properties Eligible for Weatherization Assistance](#) may be obtained by accessing the Weatherization & Intergovernmental Program section of the US Department of Energy website located at: (www1.eere.energy.gov/wip/multifamily_guidance.html).

Q: What is the timeline for the Multifamily Pilot Program?

A: The program is funded with Recovery Act resources. Weatherization projects funded by the Recovery Act must be completed by March 31, 2012.

Q: What is the geographic distribution of properties and units to receive services under the Multifamily Pilot Program?

A: The program will utilize the list of *Housing and Urban Development Multifamily Properties Eligible for Weatherization Assistance* published by DOE to identify eligible multifamily properties located statewide.

Q: Who are the regional weatherization service providers administering the Multifamily Pilot Program?

A: Western Region: Community Action Opportunities, Asheville
Central Region: Resources for Seniors, Raleigh
Eastern Region: Coastal Community Action, Newport

Q: Can income-eligible residents in multifamily properties not on the HUD-list still apply for weatherization services?

A: Yes. Residents should contact the property owner to discuss making an application for services with the local weatherization provider administering standard weatherization services for the county where the property is located. The local service provider retains the authority to set priorities for the use of weatherization funds in their service areas. Funding for individual projects will be a function of local program priorities and funding availability. [A list of standard weatherization service providers serving all 100 North Carolina counties](#) is available in the Weatherization Office section of the NC Energy Office website located at: (<http://www.nccommerce.com/energy/about-us/weatherization-office/how-to-apply>)

Q: If a multifamily property in North Carolina does not appear on the HUD list, can the property appeal to the state for inclusion on the list?

A: No. The list of *Housing and Urban Development Multifamily Properties Eligible for Weatherization Assistance* is compiled by HUD and USDA and published by DOE. Properties not included on the HUD-list may be eligible to receive services provided by local weatherization service providers that administer the standard weatherization program.

Q: Where can I get information about the development of the Multifamily Pilot Program and the solicitation process used to prequalify construction management firms?

A: Information regarding [Solicitation No. 2011WXMFCM-Prequalification of Construction Management Firms for the Weatherization Multifamily Pilot Program](#) may be obtained by accessing the announcements section of the NC Energy Office website located at: (<http://www.nccommerce.com/energy/about-us/announcements>).

Q: Who are the Construction Management firms that were prequalified under Solicitation No. 2011WXMFCM?

A: Construction Management firms prequalified under Solicitation No. 2011WXMFCM:

- Architectural Design Studio/Home Energy Partners – Asheville, NC
- Arnold Construction Corporation – Columbia, SC
- DeVere Construction Company, Inc. – Raleigh, NC
- Harold K. Jordan & Company, Inc. – Apex, NC
- Heaton Construction, Inc. – Roanoke Rapids, NC
- Home Depot, USA, Inc. – Atlanta, GA
- KMW Builders, LLC – Greensboro, NC
- Rehab Builders, Inc. – Winston-Salem, NC
- Southern Energy Management – Morrisville, NC

Q: Which prequalified Construction Management firms have successfully contracted with the regional service providers in each region to provide services?

A: As of the publication date of these FAQs, the contracting process is not yet complete. This answer may be updated upon conclusion of the contracting process.

Q: Now that the solicitation period is closed, how can interested subcontractors and vendors engage the Construction Management firms contracted to provide services under the program?

A: Construction Management firms are solely responsible for identifying and engaging qualified subcontractors and vendors as needed.

Q: Are Construction Management firms required to competitively bid all scopes of work to be performed?

A: Yes. Competition in the selection of subcontractors is required since the Multifamily Pilot Program is funded by the Recovery Act.

Q: What services does the Weatherization Assistance Program provide?

A: Services provided include:

- Educating the public on energy-related health and safety hazards and energy efficiency improvements
- Professional dwelling evaluations to identify potential energy-related health and safety and energy efficiency improvements
- Identification and repair of penetrations in the building envelope to inhibit air intrusion

- Insulation of attics, floors, and walls as needed
- Installation of ventilation to promote healthy indoor air quality
- Providing smoke and carbon monoxide detectors
- Implementing baseload and general heat waste reduction measures
- Performing certain minor repairs for health and safety reasons
- Tuning, repairing, and in limited instances replacing heating, ventilating, and air conditioning systems

Q: What Services doesn't the Weatherization Assistance Program provide?

A. Services **not** provided include:

- Housing rehabilitation or renovation
- Major structural or system repairs such as new roofs, walls, floors, or foundations, or making major plumbing or electrical system repairs or upgrades
- Installation of building additions
- Floor or ceiling finishes
- Paint (other than priming limited areas disturbed by weatherization work)
- General window or door replacement
- Lead-based paint or asbestos abatement or remediation
- Mold remediation
- An option for property owners to select specific brands, models, sizes, types, or colors of appliances or equipment installed by the program.

North Carolina Energy Office
 North Carolina Weatherization Assistance Program
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 Phone: 919.733.2230 Fax: 919.715.9069
 Web: www.energync.net

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 Email: rjoyner@nccommerce.com

ADDITIONAL RESOURCES

- North Carolina Energy Office (www.energync.net)
- North Carolina Department of Commerce (www.nccommerce.com)
- North Carolina Office of Economic Recovery and Investment (www.ncrecovery.gov)
- US Department of Energy - Weatherization Assistance Program (www.eere.energy.gov/wip/wap.html)
- Weatherization Assistance Program Technical Assistance Center (www.waptac.org)
- US Recovery Accountability and Transparency Board (www.recovery.gov)