



**E-mail MEMO:
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WX-2023-3**

MEMO

TO: Agency Directors and Weatherization Coordinators
FROM: Danielle Safford, Weatherization Program Coordinator
RE: DOE 23 Weatherization Readiness Funds Update
DATE: October 1, 2023

Greetings,

This Memo updates Memo WX-2022-4 for Weatherization Readiness Funds. In addition to the original allocation of 201,433 from USDOE, we have received a second allocation of 383,242 to help prevent deferrals on federally funded projects.

WRF are for use by Grantees in addressing structural and health and safety issues that are outside the scope of weatherization before the weatherization measures can be installed.

WRF can be used on homes that will receive DOE formula or DOE BIL funding and must result in a DOE completion following the deferral correction. Braiding with other funding is encouraged. A hazard notification is now required to be in the project file outlining the reasons for deferral.

The maximum WRF investment per job is capped at \$20,000. The funds will be held by OHCS and allocated to agencies who identify homes that have been deferred or are in jeopardy of being deferred. Agencies will apply to OHCS as deferred projects are identified, and the funds will be allocated based on need.

If repair costs are eligible as an incidental repair, this strategy must be utilized first.

Effective immediately: New roofs are now required to be installed by licensed, insured, roofing contractors.

WRF Applications are available on the OHCS website and can be sent directly to the WAP program Coordinator via E-mail along with supporting documentation for review.

File Documentation: The following must be included in the file:

- An approved/signed application from OHCS
- Scope of WRF work.
- Bids/Invoices for the WRF work.
- Inspection documentation.



OPUS Entry: All pertinent job information will be entered into OPUS and job costs included under WRF grant category.

If you have any questions, please contact me at (503) 569-2528.

Best regards,

Danielle Safford
Weatherization Program Coordinator
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