

## Energy & Housing Services Department Memorandum

**To:** Interested Parties  
**From:** Daniel F. Drost, Director of Energy and Housing Services  
**Date:** January 23, 2018  
**Subject:** 2018 DOE State Plan

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### 2018 DOE State Plan

As part of the annual application process, Maine State Housing Authority (MaineHousing) must submit to the Department of Energy (DOE) a State Plan application detailing how the Grantee will utilize the funds and conduct its Weatherization Assistance Program (WAP) in accordance with DOE guidance.

Normally, DOE announces its WAP annually. Through formal notices, DOE notifies states of funding levels and specific program guidance as to how Grantees will conduct their weatherization efforts. DOE's weatherization program is administered through a sub-grantee system; Maine utilizes the Community Action Agencies.

WAP is currently operating under a Continuing Resolution for Fiscal Year (FY) 2018. For planning purposes, until a final full year FY 2018 budget is passed and signed by the President, Grantees have been advised to develop their Grantee Plans using the same funding level as the DOE 2016 Appropriated Funds outlined in [WPN 16-2A](#). Final allocations will include adjustments from the planning numbers reflected in [WPN 16-2A](#).

There are several parts to the grant application:

- Budget Summary – details how the grant funds will be spent by the grantee (MaineHousing – MH) and the sub-grantees (the Community Action Agencies – CAAs).
- Annual File – describes changes to the program from the previous year's application
- Master File – a detailed plan of Maine's WAP with descriptions of how Maine will meet the guidelines/requirements of the DOE. This includes, but is not limited to: MH and CAA weatherization staff responsibilities, client eligibility, monitoring activities; audit procedures and tools; MH policies; and how MH and CAAs will adhere to DOE Health and Safety requirements.

For program year 2018 (April 1, 2018 through March 31, 2019), MaineHousing will continue to administer, partnering with its sub-grantees, a quality weatherization program designed to make energy improvements to Maine's aging housing stock. These improvements assist households in reducing the overall energy consumption and costs of heating their homes. Priority households are HEAP eligible households with a high energy burden that include a household member who is elderly, a person with disabilities, or a child under 2 years old. There are no major program changes planned for 2018.

### Public Hearing and Comment Period:

A public hearing, allowing interested parties an opportunity to comment on the 2018 DOE State Plan will be held on Tuesday, February 20, 2018 at 10:00 a.m. at MaineHousing's office at 353 Water Street, Augusta, Maine. Written comments will be accepted until close of business (5:00 p.m.) on Friday, March 2, 2018. The hearing notice is attached. **A draft of the 2018 DOE State Plan is available on MaineHousing's website: [www.mainehousing.org](http://www.mainehousing.org).**