

<b>Program:</b> DOE Weatherization	<b>MHN 2022-013</b>
<b>Issued by:</b> MaineHousing, Energy and Housing Services	<b>Effective Date:</b> 08/30/2022

**This MaineHousing Notice is being issued to provide new measures and process in HEAT for the Weatherization Readiness Funds (WRF).**

### 1. Weatherization Readiness Funds New Measures in HEAT

Six new measures have been added to HEAT. You will select the appropriate measure in accordance with the work that is being done using the WRF. The following are the list of new measures.

- 200-200-0005 WRF – Roof Replacement
- 200-200-0010 WRF – Electrical Repair
- 200-200-0015 WRF – Wall, Ceiling, Floor Repair
- 200-200-0020 WRF - Foundation or Subspace Repair
- 200-200-0025 WRF – Exterior Drainage Repair
- 200-200-0030 WRF – Plumbing Repair

### 2. HEAT Process

All jobs using WRF should already have a deferred job in HEAT. The deferred job should be accessed in HEAT and a new job created. The Client Information screens should be updated in the same manner as a WAP job. On the Audit Information screen, you will choose Job Type of WAP and Audit Type of Quick Audit. By choosing Quick Audit all the information that is typically needed for a Full House Audit will not be required.

On the Weatherization screens, go to Other Measures and select the measures above that coincide with the work to be completed. More than one measure may be selected depending on the job and the work that needs to be completed.

The remaining process would be the same as any other job to complete. Once the job is complete it can be invoiced to MaineHousing.

**REMINDER:** Your WAP Deferral Tracking Tool will need to be updated anytime you use WRF as well as anytime a deferral is rectified and WAP occurs.

### 3. Notice Contact

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