

# TDHCA WAP DOE-Approved Priority List Policies and Procedures

[10 CFR 440.21\(g\)](#) allows for energy audits to be conducted using a predefined PL when “similar dwelling units without unusual energy-consuming characteristics” exist. DOE has determined what these similar dwelling unit types are, what measures should be considered for installation in these dwelling types based on regional differences in climate, and energy costs.

The following guidance provides Subgrantees with DOE-approved Priority Lists (PL) Policies and Procedures for Single Family Site-Built (SB), Manufactured Homes (MH) and Low-Rise Multifamily (LRMF) projects.

DOE-approved PLs are not exhaustive and do not include every measure which may be cost effective on a site-specific basis. Dwelling units that need measure(s) not included within the PL, or if the unit does not meet the housing type requirements of the PL, require a site-specific energy audit (EA) be run in compliance with the most recently DOE-approved energy audit procedures.

Subgrantees are to adhere to all TDHCA & DOE WAP rules, regulations, program notices, and memorandums as it pertains to these projects, including but not limited to eligibility determination and documentation, procurement of all installed measures, health and safety plans, final inspections, monitoring requirements, etc.

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## Definitions

- Applicable Measure: Any measure included on the regional priority list that can physically be installed as outlined in the priority list and does not already exist (e.g., the attic is accessible and has less than the targeted R-value of insulation existing, then insulating the attic is applicable and must be installed). Any measure deemed not to be “applicable” for the project, must be thoroughly documented including photos and reason for exclusion.
- Optional Measure: Any measure included on the regional priority list that is labeled as “optional” and may be installed in the dwelling unit with any funding source, including DOE WAP funds, if all other applicable mandatory measures are also installed.
- Mandatory Measure: Any measure included on the regional priority list that is labeled as “mandatory” and is applicable to the project. These measures must be installed if any DOE funds are to be used on the project.
- Low-Rise Multifamily Project: Any single development where all buildings contain 5 or more dwelling units per building, and all buildings are 3 stories or less above grade, regardless of the total number of buildings or dwelling units.
- A/C: Air Conditioner is a system that utilizes a refrigerant cycle to produce cooling and dehumidification for indoor spaces. They are rated in various manners depending on the age and type including EER, SEER, and CEER. The higher the number the higher the efficiency.
- AFUE: Annualized Fuel Utilization Efficiency is a rating for fossil fuel combustion appliances that accounts for the full combustion cycle over the entire year which may include pilot light and chimney heat loss. The higher the number the higher the efficiency.
- SEER: Seasonal Energy Efficiency Rating is a rating used for split system air conditioners that factors in the seasonal operating conditions of the unit in the calculation of cooling efficiency. The higher the number the higher the efficiency.
- HSPF: Heating Season Performance Factor is a rating used for heat pump technology that factors in the seasonal outdoor operating conditions in the calculation of heating efficiency. The higher the number the higher the efficiency.
- COP: Coefficient of Performance is a rating used for heat pump technology that focuses specifically on the heating capacity of the unit at a given steady state outdoor temperature. The higher the number the higher the efficiency.
- CEER: Combined Energy Efficiency Rating is a rating used for packaged or window air conditioners that includes both the operational energy used during the cooling cycle and the standby energy used by the unit when powered on but not operating. The higher the number the higher the efficiency.
- EER: Energy Efficiency Rating is a rating used for packaged or window air conditioners that only includes the operational energy used by the unit for cooling but does not include the standby energy as is rated using the CEER method. This method has been replaced with CEER for newer appliance models. The higher the number the higher the efficiency.
- PTAC: Packaged Terminal Air Conditioners are standalone heating/cooling appliances that are used to condition an individual room or small dwelling unit and are installed on an exterior wall with both the condenser and evaporator as well as the air circulation fans all confined in a single unit. These may feature either electric resistance heat or heat pump technology for heating.
- EC Motors: Electronically Commutated Motors are motors who utilize DC voltage for operations and are variable speed based on DC voltage input. These motors transform AC voltage to DC voltage internally for the operation of the attached motor.

## Policies and Procedures

### General Policies and Procedures

Subgrantees must use the whole house assessment data to decide whether the unit will utilize the applicable PL as outlined or a site-specific energy audit. If the auditor, based on data collected during the whole house assessment, determines that the dwelling unit needs any measure not included on the applicable PL or if the home does not meet the basic requirements listed for the applicable priority list, then a site-specific energy audit must be run in compliance with the most recently DOE-approved energy audit procedures.

Subgrantees utilizing these PLs with any DOE funds must install all required Health and Safety (H&S) measures per the TDHCA's DOE-approved H&S plan. If the DOE-approved PL is applied to a project using any DOE funds, then any measure listed as "mandatory" may only be skipped if it is physically impossible to install, regardless of funding source used for the measure. Additionally, the Subgrantee must ensure photo and client file documentation is retained within the client file to support the Subgrantee's actions for skipping the mandatory measure. If another funding source is used for a mandatory measure, it must meet the requirements of the DOE WAP as outlined in the PL. "Optional" measures may only be installed if all other applicable mandatory measures are installed as well.

Subgrantees may not use a combination of an energy audit and PL unless otherwise stated in the applicable PL (e.g. HVAC measure procedures outline the use of the energy audit for systems not described in the PL).

Along with the specific PL procedures outlined above, all Subgrantees must adhere to all DOE WAP regulations and program notices and memorandums as it pertains to these projects, including but not limited to eligibility determination and documentation, procurement of all installed measures, health and safety plans, final inspections, monitoring requirements, etc.

### Average Cost per Unit

Average Cost per Unit (ACPU) expenditure of financial assistance provided under WAP for labor, weatherization materials, and related matters may not exceed the ACPU limits as defined in DOE's annual Weatherization Program Notice (WPN) 22-1 and/or the Subgrantee contract. **This average includes units completed in a multifamily building of 5 units or greater.** All installation costs must be procured in compliance with 2 CFR 200 and TDHCA procurement policies. Individual measure cost caps, if applicable, are detailed in the applicable Priority List.

While using the applicable DOE-approved PL, if DOE funding is exhausted due to ACPU limitations, etc., Subgrantees should try to supplement (braid) funding to ensure the unit fully benefits from the WAP scope. Subgrantees must focus DOE funds on "Mandatory" measures and utilize supplemental (braided) funds for "optional" measures whenever possible.

## Priority List Climate Zones

In order to best serve our low income weatherization clients, TDHCA obtained approval to utilize a mixture of Region 1 (Hot) and Region 2 (Moderate) climate zones to address [Texas's climatic variations](#) Identified within IECC Section C301.1 and IRC N1101.7 (R301.1). This request will allow Subgrantees to utilize the appropriate DOE-approved PLs to address the specific climate zone needs and maintain compliance with the current adopted State of Texas building code requirements (**2015 IRC**) as follows:

### Region 1 (Hot)

Region 1 (Hot) versions of the DOE-approved PLs will be utilized by the majority of Texas and apply to all counties that fall within climate zones 2 and 3. This climate zone will apply to 226 of our 254 Texas counties. A map and detailed county climate zone information can be located within the **Texas's climatic variations** hyperlink above.

### Region 2 (Moderate)

Region 2 (Moderate) versions of the DOE-approved PLs will be utilized by 28 counties in the Texas Panhandle that fall within climate zone 4. A map and detailed county climate zone information can be located within the **Texas's climatic variations** hyperlink above.

## Priority List Housing Type Requirements

TDHCA obtained DOE approval to adopt DOE-approved Priority Lists for each of the housing types below:

- Single Family Site-Built (SB)
- Manufactured Homes (MH)
- Low-Rise Multifamily (LRMF)

Every unit that utilizes the DOE-approved PLs must meet the specific housing type requirements, for the applicable climate zone and checklists, as outlined below.

### DOE-Approved Priority List for Single-Family Site-Built Homes

These PLs apply to any **wood-framed** single-family site-built or small multifamily (1-4) dwelling unit(s) that meets the following criteria:

- 1) No more than 3 stories in height above grade.
- 2) Primary heating system is **NOT**:
  - a) a sealed-combustion natural gas furnace originally rated for  $\geq 90\%$  AFUE.
  - b) a heat pump manufactured after 2006.
- 3) Job will not exceed **\$500** in incidental repairs meeting the definition outlined in WAP WPN 19-5.

**Note-** If the auditor determines that the dwelling unit needs any measure not included on this PL or if the home does not meet the basic requirements listed above, then a site-specific energy audit must be run in compliance with the Grantee's most recently DOE-approved energy audit procedures.

## DOE-Approved Priority List for Manufactured Homes

These PLs apply to any single-wide or double-wide manufactured home that meets the following criteria:

- 1) Is manufactured before **2010**.
- 2) Has an accessible unconditioned subspace.
- 3) Does **NOT** have an attached conditioned addition.
- 4) Primary heating system is **NOT** a natural gas furnace originally rated for  $\geq 80\%$  AFUE.
- 5) Job will not exceed **\$500** in incidental repairs meeting the definition outlined in WAP WPN 19-5.

**Note-** If the auditor determines that the dwelling unit needs any measure not included on this PL or if the home does not meet the basic requirements listed above, then a site-specific energy audit must be run in compliance with the Grantee's most recently DOE-approved energy audit procedures.

## DOE-Approved Priority List for Low-Rise Multifamily Projects

These PLs, for both hot and moderate climate zones, apply to any **wood-framed low-rise** multifamily structure that meets the following criteria:

- 1) **Five or more** dwelling units per building.
- 2) No more than **3** stories above grade in height.
- 3) Incidental Repair Measure (IRM) costs, as defined in WAP WPN 19-5, funded with DOE WAP funds will not exceed **10%** of the project's total Energy Conservation Measure ECM package.

**Note-** If the auditor determines that the dwelling unit needs any measure not included on this PL or if the home does not meet the basic requirements listed above, then a site-specific energy audit must be run in compliance with the Grantee's most recently DOE-approved energy audit procedures.

**Note for LRMF PL:** Only items labeled as "Mandatory" may be installed in common spaces regardless of who pays the utility costs for these spaces. Common areas not physically connected to the qualified building, even if existing only for the use of the tenants of the qualified building, may not receive services paid for with WAP funding. "Optional" measures may not be installed using DOE WAP funds in common spaces, and may only be installed in dwelling units if all other applicable mandatory measures are installed as well.

## Additional Resources

The following resources were utilized in the development of this guidance and provide additional information:

- [DOE WPN 22-8](http://www.energy.gov) (www.energy.gov)
- [DOE WPN 19-5](http://www.energy.gov) (www.energy.gov)
- [DOE WPN 22-7](http://www.energy.gov) (www.energy.gov)
- [DOE WPN 22-4](http://www.energy.gov) (www.energy.gov)
- [2 CFR 200](http://www.ecfr.gov) (www.ecfr.gov)
- [NREL Standard Work Specifications](http://sws.nrel.gov) (sws.nrel.gov)
- [SWS – TX Field Guide](http://www.tdhca.state.tx.us) (www.tdhca.state.tx.us)
- [TDHCA WAP Program Guidance](http://www.tdhca.state.tx.us) (www.tdhca.state.tx.us)