



Department of Energy
Washington, DC 20585

WEATHERIZATION PROGRAM NOTICE 04-3
EFFECTIVE DATE: December 23, 2003

SUBJECT: DOE-APPROVED ENERGY AUDITS FOR THE WEATHERIZATION ASSISTANCE PROGRAM

PURPOSE: To inform the network which States have had their energy audit procedures and priority lists re-approved by DOE as required every five years. This notice also advises States of DOE-reviewed energy audit software that simplify the DOE approval process for States that wish to adopt them. DOE has approved the energy estimating and measure economics methodology of these software tools that have been developed by States or created by commercial software developers.

SCOPE: The provisions of this guidance apply to all grantees applying for financial assistance under the Department of Energy Weatherization Assistance Program.

BACKGROUND: This Program Notice replaces Weatherization Program Notice 03-4, DOE-Approved Energy Audits for the Weatherization Assistance Program, dated March 21, 2003.

The final rule changed the audit requirements and established a single audit criterion (what was formerly referred to as the waiver audit) as the minimum for energy audits used in the Program. To ensure that States adopt advanced energy audits procedures of sufficient technical rigor, States must submit their energy audit procedures to DOE for approval every five years. DOE reviews not only the energy calculations used by software, but also the auditing, testing, and installation standards used in the field as well as health and safety protocols.

Therefore, even States that want to use National Energy Audit (NEAT), the Manufactured Home Energy Audit (MHEA), and Energy Audit - Queens Information Package (EA-QUIP) must still submit their complete energy audit procedures to DOE for approval as described in Weatherization Program Notice (WPN) 01-4, Revised Energy Audit Approval Procedures. Since the calculations in NEAT, MHEA, and EA-QUIP have already been approved, States need not document the energy estimating methodology used by these audits.

The Manufactured Home Energy Audit (MHEA) is now available to the network as part of the Weatherization Assistant. WPN 03-6 dated September 26, 2003, marks the

network release of the new and improved MHEA and outlines its availability and use. States are not required to obtain DOE approval before using MHEA for Program Year 2004. To facilitate the feedback on MHEA, States should notify their respective Regional Offices of their intent to use the audit during this period. DOE expects States to receive training and gain experience in using MHEA to help select cost-effective weatherization measures for mobile homes during this transition period. Starting in Program Year 2005, States will be expected to submit their mobile home energy audit procedures to DOE for review.

All States whose audit procedures were last approved prior to Program Year 1998 must submit an initial energy audit approval request for at least a single-family audit. Priority lists approved over five years ago must also be revalidated by DOE. States will be given flexibility regarding due dates on a case-by-case basis. Attachment 1, Table 1 shows which States have submitted their energy audit procedures to DOE for review since the beginning of Program Year 1998.

Separate energy audit procedures specifically tailored to multi-family dwellings and mobile homes must be approved by DOE if either of these building types represents 20 percent or more of the total units weatherized each year by a State's program. DOE is considering eliminating the 20-percent threshold at least for mobile homes, thereby requiring all States that weatherize mobile homes to employ DOE-approved mobile home energy audit tools. A final decision by DOE on this matter will not occur prior to the start of Program Year 2005.

Meanwhile, States are still encouraged to submit their multi-family and mobile home energy audit procedures to DOE for approval even if the building type accounts for less than 20 percent of the total units served. If multi-family dwelling units or mobile homes represent less than 20 percent of the total units served and States choose not to seek DOE approval for the energy audit procedures used on these units, States shall describe, in their state plans and in their single-family energy audit request, the approach that will be taken to ensure that the eligible occupants of multi-family dwellings and mobile homes receive appropriate, cost-effective weatherization services.

As described in WPN 01-4, DOE allows software developers to submit their energy audit software for approval of the methodology used to estimate energy use and measure savings, account for measure interaction, and handle measure cost-effectiveness requirements. Listed in Attachment 1, Table 2, is energy audit software submitted by software developers whose calculations are approved by DOE and carry the same reduced submittal requirements for DOE approval as NEAT, MHEA, and EA-QUIP. States that want to use DOE-approved audit software must still submit to DOE the list of measures considered, sample audits, field procedures, and other information as described in Attachment 1 of WPN 01-4.

DOE will periodically inform States as other energy audits are approved.



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Attachment 1:

[Table 1 - Weatherization Energy Audit Procedures, Priority Lists, and General Heat Waste \(GHW\) Lists Reviewed since 1998, and](#)

[Table 2 - Commercially Available DOE - Approved Audits](#)