

WEATHERIZATION PROGRAM NOTICE 93-8
EFFECTIVE DATE: MARCH 26, 1993

ATTACHMENT 2

AUDIT APPROVAL CHECKLIST

State Submitting Audit: _____ Date Received by SO: _____

State Contact for Energy Audit: _____ Phone Number: _____

Reviewed By: _____ Phone Number: _____

Date Reviewed: _____

Approval Status			
Submitted Item	Approved	Further Review Required	Not Approved for Reasons Listed
Waiver Audit			
Priority List			
GHW List			

Rating Legend: 3 = Fully Satisfactory
 2 = Adequate
 1 = Inadequate
 0 = Not Included

To receive fast track approval, the audit submittal package must include all checklist items (except #17, #18, and #19 if priority lists and lists of general heat waste (GHW) reduction materials are not used). For all audits, an individual rating of at least 2 is required for checklist items 1 through 7, 11, 13, and 14. For those submittal packages that also include priority lists and/or lists of GHW reduction materials, other checklist items must receive an individual rating of 2 or more as indicated on the table below. The message "(must be ≥ 2)" appears in the rating column of the critical checklist items. To be approved, an audit must receive the applicable minimum total score from the table below **and** an individual rating of at least 2 for checklist items indicated on the table.

Description	Minimum Required Total Score	Maximum Possible Score	Checklist Items Requiring Rating ≥ 2
Waiver Audit, Priority Lists, and List of GHW Reduction Materials	43	57	1-7, 11, 13, 14, & 17-19
Waiver Audit and <u>Either</u> Priority Lists <u>or</u> List of GHW Reduction Materials	41	54	1-7, 11, 13, 14, 18, & 17 or 19.
Waiver Audit Alone (no Priority Lists or List of GHW Reduction Materials)	36	48	1-7, 11, 13, & 14.

Name of State: _____

Submittal Package Component	Rating (0-3)	Comments
1) The energy audit procedures. This could include: a copy of the auditors' manual, a description of how energy audits are conducted and how different audit findings affect the auditor's actions/recommendations; or the instructions for the data collection forms.	(must be ≥ 2)	
2) A list of the weatherization materials/ measures that the audit considers. Those weatherization materials/measures to be funded with DOE-WAP monies should be noted. The submittal package must also include a statement that the requirements of Appendix A will be followed.	(must be ≥ 2)	
3) The type of weather data used, its published source, the geographic locations for which the weather data will be used, and a description of how the energy savings calculations account for the number of local heating and cooling degree days.	(must be ≥ 2)	
4) A narrative description of the energy savings calculation algorithms (methods) and assumptions.	(must be ≥ 2)	
5) Input data, assumptions, and audit results (recommended measures) for two sample dwelling units typical of those weatherized by grantee's program.	(must be ≥ 2)	
6) The figures used for the lifetime of the materials and for the costs of materials and installation, the sources of this information, and how the values compare with current actual costs and lifetime values presently used.	(must be ≥ 2)	

Name of State: _____

Submittal Package Component	Rating (0-3)	Comments
7) A description of how the audit procedures consider the <u>rate</u> of energy use (energy efficiency);	(must be ≥ 2)	
8) A description of how the energy audit considers cooling measures, including the algorithms and assumptions used.		
9) The advanced diagnostic and assessment techniques that can be used in concert with the energy audit procedures and a description of how the energy audit would use the results of advanced diagnostic and assessment techniques;		
10) A description of how the energy audit determines energy use (e.g., actual energy bills or engineering calculations) and how this value is verified.		
11) The equation used by the audit to calculate individual SIRs, a description of how future fuel cost savings are discounted to present value, a description of how fuel cost escalation is treated, and the costs included in the individual SIR denominator. The discount and fuel cost escalation rates to be used and their published sources may be given here or under #16.	(must be ≥ 2)	
12) A description of how the energy audit procedures account for the interaction between measures.		
13) The equation used by the audit to calculate the overall SIR, the costs included in the overall SIR denominator, and a description of how the energy audit ensures that the overall SIR is greater than or equal to one.	(must be ≥ 2)	

Name of State: _____

Submittal Package Component	Rating (0-3)	Comments
14) A description of how the energy audit procedures identify health and safety hazards to be abated with DOE funds.	(must be ≥ 2)	
15) A description of how the energy audit procedures treat the dwelling unit as a whole system.		
16) The discount and fuel cost escalation rates to be used and their published source (if not provided by DOE). The discount and fuel cost escalation rates to be used and their published source may be given here or under #11.		
17) Priority lists (if used), a description of how the priority lists were developed, indication of the energy audit on which the priority lists are based, and a description of the circumstances that will require site-specific audits rather than the use of the priority lists.	(must be ≥ 2 if submitted)	
18) A description of how the representative sample of typical dwelling units for each major dwelling type was determined in developing the priority lists and/or GHW reduction material lists.	(must be ≥ 2 if #17 or #19 are submitted)	

Name of State: _____

Submittal Package Component	Rating (0-3)	Comments
19) If used, the list of general heat waste reduction weatherization materials presumed to be cost effective without the need for further audit justification, the circumstance under which such materials are presumed to be cost effective, a description of how the general heat waste reduction list was developed. Provide documentation of a representative number of site-specific energy audits showing how these materials, in the circumstances and the amounts prescribed, was determined. A description of how the representative sample of typical dwelling units for each major dwelling type was determined should be provided under #18.	(must be ≥ 2 if submitted)	

Total Score

Summary Comments: _____
