



Governor Kim Reynolds
Lt. Governor Adam Gregg
San Wong, Director

IOWA WEATHERIZATION PROGRAM NOTICE 20-03

TO: Executive Directors and Weatherization Coordinators
FROM: Bill Brand, DCAA Administrator and Gwen Howe, Bureau of Weatherization
DATE: March 27, 2020
RE: WAP Funding

In an effort to provide relief to agencies dealing with the suspension of production in the weatherization program, DCAA is making some temporary changes to the contract Special Terms and Conditions. Section 22 Allowable Costs describes what may be charged to each line item. Support is currently limited to 35% of health and safety, labor and materials installed. Labor is limited to actual work on clients' homes.

Effective immediately and until June 30, 2020, Support and Labor may be used to pay weatherization staff for time spent on other weatherization-related activities. Support may be used to pay staff normally charged to this line and labor may be used to pay crews and crew leaders. Agencies are required to track these expenses in order to justify the costs when reported.

These costs will eventually be reported as expenses charged to completions as support and labor. The Support and Labor costs incurred during this time period will be prorated across first several completions when production resumes. Further reporting instructions will be issued once finalized. Utility contracts can only be used to report actual costs to measures. Utility contracts cannot be charged the additional costs, but DOE and HEAP can be used.

Division of Community Action Agencies