

LIHEAP PRIORITY LIST

For Single-Family, Mobile Homes, and Small Multi-Family Buildings

An energy conservation measure (ECM) may include contributory items necessary for the proper installation of that ECM. The installed cost of all contributory items, associated with the proper installation, cannot exceed the cost of the individual ECM cost. Both the contributory and ECM costs are to be wrapped for the total ECM cost.

Contributory Items: Items required by WAP field standards to achieve a final product in a typical installation. Contributory items must be necessary to complete the proper installation and ensure proper performance of the ECM.

Incidental Repair is defined as: repairs necessary on items for the effective preservation of weatherized materials.

Instructions for Priority List:

1. Perform the Major Measures in order as they appear on the list below. Documentation must be provided if a Major Measure is not addressed, or end result is not achieved.
 - If the unit does not meet required criteria, then Major Measures have not been completed adequately and additional work must be considered and/or completed.
 - **Subrecipient CANNOT perform any Secondary measures until ALL criteria for Major Measures have been adequately addressed installed.**
 - *If Subrecipient does NOT meet or exceed the required criteria for major measures consistently across program years, future LIHEAP Weatherization contracts for Subrecipient could be restricted on the installation of secondary measures.*
2. Once Major Measures have been adequately addressed, any of the Secondary Measures may be addressed in any order according to the professional judgment of the Subrecipient staff.
 - Decisions should be based on what is best for each individual client and unit and what has the best potential energy savings impact for that household, while maximizing allowable program expenditures.

Major Measures

1. Health & Safety Items
 - a. Households that have a pregnant woman - Window screens/Solar screens to help prevent exposure to the Zika Virus.
 - b. Must meet ASHRAE 62.2-2016 Standard.
 - c. Refer to H&S guidance located on the Department website at the following link:
<http://www.tdhca.state.tx.us/community-affairs/wap/guidance.htm>
 - d. To include cook stoves - refer to Chapter 8 of the MISM
<http://www.tdhca.state.tx.us/community-affairs/wap/docs/WAP-MISM.pdf>
2. Air Infiltration
 - a. NO MAXIMUM COST LIMITATION.
 - b. All costs (labor and materials) must be detailed on the Building Weatherization Report (BWR).
 - c. Complete current Blower Door Data Sheet as instructed.
 - d. At Subrecipient Final Inspection, MUST MEET or EXCEED the Blower Door Target for 75% of houses weatherized.
3. Duct Sealing
 - a. NO MAXIMUM COST LIMITATION.
 - b. All return ducts to be sealed regardless of location.
 - c. All supply ducts to be sealed when in unconditioned space.
 - d. At Subrecipient Final Inspection, MUST MEET or EXCEED Duct Blaster Target (With Reference to Outside) in 75% of Homes Weatherized.
4. Attic Insulation
 - a. If existing insulation is assessed as R27 or below, must insulate to meet current code.
 - b. Block all heat sources & attic hatches.
 - c. If no insulation is added but ventilation needed, install ventilation under H&S.
5. Wall Insulation
 - a. Check all exterior walls for existing insulation levels.
 - i. If adequately insulated, document and proceed to next measure.
 - ii. If not adequately insulated, dense pack applicable wall cavities, including above and below all windows and doors.
6. Floor Insulation
 - a. If addressed, must follow current code.
 - b. Vapor barrier always required.
 - c. Follow OSHA accessibility standards.
7. Refrigerator
 - a. Meter for minimum of 30 minutes.
 - b. Units 15 years old or more can be replaced without metering, as long as manufactured year is documented.
 - c. Replaced units must be de-manufactured properly, materials must be recycled and refrigerant properly disposed of to EPA regulations.

Secondary Measures

- Low-Cost Measures
 - a. Water Savers - aerators and low flow showerheads.
 - b. Water heater tank/pipe insulation.
 - c. Install maximum of 10 CFLs/LEDs per house.
- Smart Thermostat
 - a. Install only after consultation/training with client.
- Solar Screens/Window Film
 - a. Install in the following order:
 - i. West, South, East, then North side of house.
 - b. If the windows are covered by any permanent shading structure, then solar screens/window film cannot be installed on that window.
- Incidental Repairs
 - a. Maximum expenditure allowed is \$500.
 - b. Must be related to weatherization measure.
 - c. Materials include: lumber, shingles, flashing, siding, drywall, masonry supplies, minor window and door repair, gutters, downspouts, paint, stains, and sealants.
 - d. Regarding mobile homes, could include mobile home skirting and overhangs to protect mobile home doors
 - e. Could also include carpentry work to protect water heaters located outside to protect DWH from weather elements.
 - f. Could include roof, wall, and floor repair; excluding leveling.
 - g. Repair of "essential wiring"
 - i. Essential wiring defined as any wiring going directly to an appliance that is being addressed by the WX program.
- HVAC/Evaporative Cooler Replacement
 - a. Complete replacement of furnace/AC/HVAC as energy efficiency measure is a possibility.
 - i. Must meet current Energy Star rating for complete system replacement (see guidance below for component only replacement).
 - ii. Must document accurate Manual J and Manual S in client file;
 - iii. HVAC units with a SEER or downgraded SEER of 11 or less should be replaced. Documentation of the downgraded formula should be in the client file as part of the assessment;
 - iv. Central heating units with an Annual Fuel Utilization Efficiency (AFUE) or downgraded AFUE of 65% or less should be replaced with a high efficiency unit, not less than 90% AFUE. Documentation of the downgraded formula should be in the client file as part of the assessment;
 - v. Resistance central heating units, if the cooling side meets replacement criteria, may be replaced with a complete central heat pump system. Documentation of degraded cooling unit SEER and age of heating unit should be in the client file as part of the assessment;
 - vi. The replacement of AC only components of the HVAC system in cases where the existing furnace does not meet the degraded AFUE will be allowed if the following criteria is met:

1. The components have a valid AHRI rating.
 2. Components are either Energy Star Rated or documentation is present in the client file from the HVAC contractor stating the reason Energy Star rating cannot be obtained. If Energy Star ratings are not obtained the components must:
 - a. Increase the degraded SEER rating of the existing equipment by a minimum of 3 SEER.
 - b. Be the highest AHRI rated components available with a minimum SEER rating of 14 SEER.
- b. Repair of central system is potentially allowable. Justification for the repair must be documented in the client file. Repair can include, but is not limited to:
 - i. Clean and tune.
 - ii. Clean Evaporative and Condensing coils.
 - iii. Check/adjust gas pressure.
 - iv. Clean blower wheel (squirrel cage).
 - v. Check all controls, set heat anticipator if applicable.
 - c. Change and leave up to twelve (12) new air filters.
 - d. No replacement of window air-conditioners if a central system is replaced or repaired to working order.
 - e. Replacement of window air-conditioners:
 - i. Maximum of three (3) window units can be replaced.
 - ii. Must be Energy Star Rated and sized according to manufacturer's room sizing specifications.
 - iii. Mini split replacement options for units with inefficient or oversized window units will be considered on a case by case basis with Department approval. In order to receive Department approval, subrecipients must provide the following:
 1. Billing history information to verify the need.
 2. Window unit plate information to include age, rated efficiency, maintenance factor/condition, and BTU size.
 3. Brief synopsis of the auditors reasoning for the mini split consideration.
 4. Unit drawing showing the coverage of each window unit.
 5. Type of heating system in the house.
 6. Cost information of the replacement system.
 7. Other information deemed necessary by the Department to justify window unit replacement with a mini split system.
- Doors and/or Windows
 - a. Doors/windows that are structurally unsound or unable to be repaired may be replaced.
 - b. Prior to replacement, Subrecipient must receive written Dept approval. If prior approval is not received, costs are disallowed.