

Weatherization Policy

Replaces: Policy 5.8.3 - PM 15-08 (Dec 8, 2015)

See also:
[HB 1720 – Matchmakers Legislation](#)
[Overview of the Healthy Home Rating System \(HHR\)](#)
[Healthy Home Rating System – Operating Guidance](#)
[Healthy Home Rating System – Scoring Sheet](#)

POLICY 5.8.3 Weatherization Plus Health - Basic

The intent of the Weatherization Plus Health (Wx+H) funding is to improve household occupant health with identified health needs such as; asthma, respiratory illness, or preventing slips, trips, and falls. The Basic Wx+H program adds limited Healthy Homes Improvements to the existing suite of approved weatherization activities. The Wx+H Program ensures that homes meet minimum health and safety requirements and reduces disease and injury outcomes from housing related hazards.

1. Administering a Basic Wx+H Program:

- a. Local agencies must conduct the Basic Wx+H Program in conjunction with Weatherization Program.

Exception: Local agencies may perform Wx+H without Wx if they confirm and document there are no weatherization opportunities. See **Section 2(c), Assessing Basic Wx+H Projects** (below) for additional details.

- b. Local agencies must serve homes in accordance with the State of Washington Weatherization Manual (Policies and Procedures, and Supporting Documents). The more specific Basic Wx+H requirements take precedence over the general Weatherization policies.

2. Intake and Needs Assessment:

- a. **Intake – Prioritizing Clients and Client Need:** Local agencies must prioritize clients consistent with the Weatherization priorities:

- (1) Priority for Weatherization Services. See **Policy 1.1, Priority and Outreach to Eligible Weatherization Clients**.

- b. **Establish Measure Need:** Local agency must establish the need for Basic Wx+H Measures using the following or deemed equivalent documents:

- (1) Pollution Source Survey results. See **Exhibit 5.S2, Pollution Source Survey**.

- (2) Mold and Moisture Assessment results. See **Exhibit 5.S1 Mold Assessment and Release Form**.

(3) [Optional] HUD's Healthy Homes Rating System (see links above).

c. **Assessing Basic Wx+H Projects:**

(1) Local agencies must assess units to provide Basic Wx+H Measures.

(2) Local agencies' auditor (certified as either Building Analyst (BA) or a Quality Control Inspector (QCI)) with the required Wx+H training must assess units to either provide or defer Basic Wx+H Measures and establish the Scope of Work.

Exception: Local agency staff, including contractors and partners, with the required Wx+H training (See **Section 4, Quality Control/Quality Assurance Monitoring/Training** below), including but not limited to: a Medical Professional, Healthy Homes (HH) Educator, or HH Project Coordinator may assist the responsible auditor with the Wx+H assessment and make recommendations for Basic Wx+H Measures.

(3) Local agencies must perform a Wx Energy Assessment or Wx Energy Pre-Assessment in conjunction with the Wx+H Assessment.

Exception: A new Wx Energy Audit is not required if a previous Wx Energy Audit or Wx final inspection date is within one year of the Wx+H client income eligibility verification date. Confirm client eligibility.

3. **Providing Basic Wx+H Services:**

a. **Funding Limit for Basic Wx+H Measures:** Local agencies must not exceed \$2500 Installed Measure Costs (IMC), including materials and labor of Basic Wx+H funding per unit.

Exception: Local agencies may exceed the set maximum with appropriate written justification and prior approval from Commerce's Matchmaker Program Manager.

b. **Materials:** Local agencies must install products that are not harmful to the health of the tenants. Use products that are innocuous, non-toxic, and rated with low VOC content or low VOC emissions. When installing new products and materials, consider using the least toxic product or material feasible to effectively do the job.

c. **Measures:** Local agencies may install any of the following allowable Wx+H Measures with Basic Wx+H funding. For measures that are allowed in either the Wx or Wx+H program, the funding guidance is to first fund the measure with Wx funds, if possible. If not, then fund the measure with Wx+H funds.

(1) Wx+H Client Education

(2) Green Cleaning Kit

(3) Dust Mite Cover

(4) Walk-off Door Mat

(5) Water heater Temperature Adjustment

- (6) CO Detector. See **Policy 9.5, *Smoke Detectors, Carbon Monoxide (CO) Detectors, & Fire Extinguishers.***
- (7) Smoke Detector. See **Policy 9.5, *Smoke Detectors, Carbon Monoxide (CO) Detectors, & Fire Extinguishers.***
- (8) Remove Toxic Household Chemicals
- (9) HEPA Vacuum Cleaner
- (10) HEPA Furnace Filter
- (11) Slip and Fall Prevention
 - (a) Handrails
 - (b) Grab bars
 - (c) Shower mat
 - (d) Ramps and fixing irregular steps (limited)
- (12) Pest Mitigation. See **Policy 9.11, *Pests.***
- (13) Mold and Moisture Reduction. See **Policy 9.6, *Biologicals and Unsanitary Conditions, including Mold and Moisture.***
 - (a) Dehumidifier
 - (b) Dehumidistat
 - (c) Leak repair
- (14) Mechanical Ventilation (exhaust only). See **Policy 9.3, *Indoor Air Quality – Mechanical Ventilation.***

4. **Quality Control/Quality Assurance Monitoring/Training**

- a. **Training and Certification Required:** Local agencies' Wx+H staff, contractors, and partners must take the Healthy Homes Essential training and receive a certification of completion if they are conducting these tasks:

- Audit/Assessment
- QCI
- Client Education

Exceptions:

- (1) Local agencies may meet the Wx+H training requirement with a course that is deemed equivalent. Commerce will provide a list of deemed equivalent trainings, as recommended by the Building Performance Center.
- (2) Crews, contractors, and subcontractors installing measures.
- (3) Staff providing services not specific to Wx+H.

- b. **Inspecting Basic Wx+H Units:** A certified Quality Control Inspector (QCI) with the required Wx+H training, someone other than the auditor or the installer(s), must conduct final inspections for installed Wx+H Measures.

Exception: Local agency staff, including contractors and partners, with the required Wx+H training (See **Section 4a, Training and Certification Required** above) may verify delivery of Basic Wx+H Measures that do not require installation.

5. Collecting Data and Evaluating Basic Wx+H Units:

- a. Local agencies must collect name and date of birth for all occupants of homes receiving Wx+H assessments and measures.
- b. Local agencies must collect data including completion of the Pollution Source Survey and Mold Assessment.
- c. Local agencies must submit survey/assessment data to Commerce, upon request.
- d. Local agencies must input Basic Wx+H Measures and IMC into WIDS.
- e. Commerce will evaluate Basic Wx+H Program effectiveness using the Local agencies' data.

6. Documenting Basic Wx+H Projects:

- a. Local agencies must document justification for Wx+H Basic Measures in client file with the documents listed in **Section 2, Intake and Needs Assessment** (above), based on established need of the occupants, need of the home, or both.
- b. Local agencies must document Wx+H projects in WIDS using the existing Wx project numbers if a final Wx inspection is not yet complete and date not yet entered into WIDS.

Exception: Local agencies may enter Wx+H projects into WIDS with a new project number if the final Wx inspection is complete and entered. Changing final inspection dates for reported jobs will result in inaccurate reporting by Commerce.