

\$75 Fee for Priority Weatherization Installs: Properly Scheduling Renters

Effective January 1, 2022, The PAs agreed to an additional \$75 fee payable to contractors for weatherization projects completed on rental units and for moderate income customers.

Eligibility criteria

A project is eligible for **one** \$75 Priority Weatherization fee if the project is for a rental unit or if the customer is formally approved for the Moderate Income Program. There is no minimum contract amount, though Abode will be monitoring its use to ensure it's not abused.

When contractors invoice for this fee, Abode will find the project eligible if one or both of the following criteria are met:

- The project is tied to a Landlord HEA **and/or**
- The project is flagged for the Moderate Income Program (Lead Vendor completes)

For the Audit Team:

It is important that audit projects correctly identify owners and renters by selecting the correct site visit type **before the audit project is closed and invoiced**. Only Wx projects that are associated with audit projects scheduled for Landlord HEAs are eligible for the Priority Wx for serving renters. Note: after the audit project is invoiced, the site visit type cannot be changed from Home Energy Assessment to Landlord HEA.

Looker Report showing Renter Incentive without Landlord HEA

To help contractors identify audit projects that *should* be scheduled as Landlord HEAs, Abode will be sending out an automated report titled "Site Visit Type & Renter Incentive (Audit Report) – [HPC Name]." This report identifies open and some recently closed HEA projects that were flagged for the Renter incentive but were not scheduled for Landlord HEAs. This report is intended to give contractors the opportunity to change the site visit type of these easily identifiable projects before closing out the audit project for invoicing. Before making any changes, please be sure to first confirm that the customer is in fact eligible for the renter incentive.

You may also wish to QC other audit projects to make sure that no renter goes unidentified, as it will affect your ability to later invoice for this Priority Wx fee.



Project Closed-Complete Date	Project ID	Audit Site Visit Type	Whole Building Incentive	Project Stage
	4451251	Home Energy Assessment	Single Family Renter	Site Visit Report
3/29/2022	4459068	Home Energy Assessment	Single Family Renter	Closed - Complete
3/24/2022	4453659	Home Energy Assessment	Single Family Renter	Closed - Complete
3/22/2022	4448389	Home Energy Assessment	Single Family Renter	Closed - Complete
3/22/2022	4448412	Home Energy Assessment	Single Family Renter	Closed - Complete

Projects without dates can be rolled back by the HPC; request reactivation for projects with dates (closed).

Mismatch between incentive and site visit type

For the Weatherization Team:

If a customer was correctly set up with a Landlord HEA, you should be able to apply this fee based on the project flags in WFA. However, you may want to confirm that the customer received a Landlord HEA before adding this fee. Any customer who did not receive Landlord HEAs will have the fee payment denied.

How to invoice for Priority Weatherization Fee

A new \$75 measure called Priority Weatherization Completion Fee is now active in WFA. It should be added at the Weatherization Work stage whenever appropriate for customers who are Renters or who have been approved for the Moderate Income incentive:

Does the measures list below accurately reflect the final measures associated with this project for invoicing purposes? *

Yes
 No

Select 'Priority Weatherization Completion Fee - Moderate Income and Renter'. Click 'Add'. The quantity should always be 1.

Installed measures list *

Location...	Qty.	Unit Cost	Total		
Priority Weatherization Completion Fee - Moder...	1	each			Add
Priority Weatherization Completion Fee - Moderate Income and Renter	1	each	\$72.75	\$72.75	✕
Sheathing Access (without Wx)	1584	SF	\$2.65	\$4,197.60	✕
Grand Total Measure Cost				\$4,270.35	

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