

Kentucky Housing Corporation

Weatherization Public Guidance May 18, 2020 KHC Public Notice 01-2020

1. **Subject:** Health & Safety: Gas Range and Oven

Guidance: Chapter 1, section 1.5 Gas Range and Oven Safety in the Kentucky Weatherization Field Guide covers the basic testing and cleaning procedures for gas ranges and ovens. If, after following the cleaning and adjusting protocols set forth in the section, a range and/or combo oven unit fails to meet the 200 ppm air-free CO reading for the oven and 25 ppm as measured CO for burners, then a replacement range and/or combo oven unit can be installed using LIHEAP Health & Safety funding. Thorough documentation of the steps taken to clean and adjust the defective unit is required, including photographs of the defective unit. Additionally, if there is currently not a kitchen exhaust fan, which is ducted to the exterior, KHC will require one to be installed as well. Under certain circumstances, it may not be economical or practical for the kitchen exterior exhaust fan to be installed, in these instances a written request must be submitted to KHC and a determination will be made on a case-by-case basis.

2. **Subject:** Weatherization-Ready Pilot Program

Guidance: Kentucky Housing Corporation will set aside up to 15 percent of the LIHEAP allocation from the Kentucky Cabinet for Health and Family Services (CHFS) to pilot a program for small repairs on homes that may otherwise be deferred. Sub-grantees will be allowed to use up to 20 percent of total projected weatherization job costs to make small repairs so that the home is weatherization-ready. Examples of repairs include structural, plumbing, electrical, and roofing issues, or other issues KHC deems appropriate. Structural/roofing issues may be repairs in roof leaks to protect weatherization measures, minor mold remediation, repair of holes in walls, and other minor repairs to protect installed weatherization measures. *The terms of this program are subject to change during the pilot phase.*

Process:

1. Sub-grantee conducts home evaluation and determines that house is not ready for weatherization install.
2. Sub-grantee estimates the repair costs to determine if repairs and costs fall within the guidelines of the repair program.
3. Sub-grantee prepares approval form (WX-WR) with supporting documentation (i.e. pictures, estimates, scope of work) via wxadmin@kyhousing.org. Example: If a roof needs to be patched to install insulation, along with repair approval form, sub-grantee should

submit photos, estimate with detailed work summary with measurements and materials needed.)

4. KHC will review, request more info if needed, and approve/deny request.
5. Sub-grantee will ensure work is completed prior to weatherization.
6. Sub-grantees will make a separate draw on the repair activity and submit with the rest of the job completion draws or submit the repair activity as an “in progress” job. Do not include these costs on WX-710.
7. KHC will track numbers, types of repair, and expenditure rates.
8. A sample of these jobs will be pulled in the financial/admin monitoring, which may include requests for pictures of completed work. The repair work will not be subject to weatherization field monitoring due to work lying outside the parameters of the weatherization field guide.

KHC PN	
Guidance Issued	
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