

## Kentucky Housing Corporation

### Weatherization

#### Weatherization Assistance Program (WAP) Guidance

July 27, 2021

#### KHC Program Notice 02-2021

**1. Subject:** State and Local Flood Permits

**Guidance:** With early spring flooding in Eastern Kentucky, Kentucky Housing Corporation (KHC) learned of a state law regarding flood plains and permits, which impacts the work of weatherization. Any repair work, including weatherization, that is made to a dwelling in a 1-percent chance floodplain (formerly 100-year floodplain) must seek a permit before the work may begin. If the weatherization costs exceed 50 percent of the total cost of the house, the home would need to be raised above the flood plain by law. In this situation, the subgrantee would need to defer the weatherization job.

Kentucky Housing Corporation will require copies of state and local permits for repairs of dwellings in the 1-percent (or 100-year) flood plain. If public notices are required to receive a permit, expenses may be charged to the program support costs and copies of the public notices should be submitted with the draw.

**Requirements for Repairs in the One-Percent Chance Flood Plain (formerly the 100-year flood plain), effective August 1, 2021 on new jobs**

1. All weatherization jobs will need to have a copy of the 1% chance floodplain map attached to the file in Hancock. It will be a required document in order to create the project. Firmettes can be pulled at <https://msc.fema.gov/portal/home>.
2. Any house located in the 1% chance floodplain (formally called the 100-year floodplain) requires a state & local permit for repairs/retrofitting/improvements/expansion. [State permit applications can be found HERE](#), on the right-hand side.
3. Applications can be submitted electronically using the eForm. (The application package includes instructions for this). It can be filled out digitally and emailed to [DOWFloodplain@ky.gov](mailto:DOWFloodplain@ky.gov), or it can be mailed to 300 Sower Blvd., Frankfort, KY 40601. Physical mail added 3-5 days to the review timeline if they choose that option.
4. Once state sends permits, local permits can be secured.

5. All costs associated with the permits should be submitted as program support costs and permits should be attached to the program operations draws in the draw system.

2. **Subject:** Deferrals and Personal Protective Equipment (PPE) Costs

**Guidance:** KHC disallowed subgrantees the ability to charge material costs for deferrals in the Weatherization Policy Manual. With the continuance of the COVID-19 pandemic and the funding of PPE from Health and Safety in the Kentucky Department of Energy state plan, KHC will be allowing subgrantees to charge PPE for a deferral to Health and Safety. In Hancock, subgrantees will need to select “H&S Deferred Materials PPE” to enter the costs of those materials on the deferral.

KHC PN Guidance Distributed By:	
<b>TECHNICAL:</b> Deanna McCord Manager - REE 800-633-8896 or (502) 564-7630, Ext. 344 <a href="mailto:dmccord@kyhousing.org">dmccord@kyhousing.org</a>	<b>ADMINISTRATIVE:</b> Keli Reynolds Manager – Single Family & HCA Support 800-633-8896 or (502) 564-7630, Ext. 414 <a href="mailto:kreynolds@kyhousing.org">kreynolds@kyhousing.org</a>