

AGENCY ONE-YEAR WORK PROGRAM

One-Year Submission _____

Amendment _____

SECTION IV. PROJECT IDENTIFICATION

- (1) **Project Name:** Weatherization Assistance Program
- (2) **Project Period:** July 1, 2009 to June 30, 2010
- (3) **OEO Funds Requested for this Project (Excluding T&TA):** _____
- (4) **Number of Households Expected to be Served:** _____

SECTION V. PROJECT DESCRIPTION

Project One-Year Objective:

Weatherize, in accordance with state requirements, _____ units occupied by individuals and families who meet the prescribed eligibility requirements, in the following counties by June 30, 2010 (include # units per county):

Implementation Schedule

Project Activities	Position Title	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Promote and market the Weatherization Assistance Program to recruit priority populations.		X	X	X	X
Conduct intake/receive applications for services from potentially eligible individuals.		X	X	X	X
Determine applicant eligibility and provide appropriate notification.		X	X	X	X
Establish prioritized waiting list using State rating tool.		X	X	X	X
Perform initial inspection/audit including health and safety checks, share energy education information.		_____	_____	_____	_____

AGENCY ONE-YEAR WORK PROGRAM**Project Name: Weatherization Assistance Program****Project Period: July 1, 2009 to June 30, 2010****Implementation Schedule Continuation Page**

Project Activities	Position Title	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Identify measures to be installed in accordance with the N. C. State Priority List of Measures for Single Family Homes and the Priority List of Weatherization Measures for Mobile Homes in North Carolina.		X	X	X	X
Complete job write-up and cost estimate, review measures to be installed with applicant, order materials, review measures and schedule work.		_____	_____	_____	_____
Complete health and safety improvements, install identified energy reduction measures and evaluate effectiveness.		_____	_____	_____	_____
Schedule and conduct energy education sessions and final inspection, obtain customer approval (signoff).		_____	_____	_____	_____
Maintain files, complete data entries into AR4CA and submit financial reports.		X	X	X	X
Provide continuous training for staff and contractors on the technical aspects of weatherization and health and safety.		X	X	X	X
Evaluate program effectiveness.		X	X	X	X

AGENCY ONE-YEAR WORK PROGRAM

One-Year Submission _____

Amendment _____

SECTION IV. PROJECT IDENTIFICATION

- (1) **Project Name:** Heating and Air Repair Replacement Program (HARRP)
- (2) **Project Period:** July 1, 2009 to June 30, 2010
- (3) **OEO Funds Requested for this Project:** _____
- (4) **Number of Households Expected to be Served:** _____

SECTION V PROJECT DESCRIPTION

Project One-Year Objective:

Inspect, repair, replace, in accordance with state requirements, heating or air conditioning systems in ____ units occupied by families who meet the prescribed eligibility requirements, in the following counties by June 30, 2010 (include # units per county):

Implementation Schedule

Project Activities	Position Title	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Conduct intake/receive applications for services from potentially eligible individuals, if not already done in association with WAP application.		X	X	X	X
Determine applicant eligibility and provide appropriate notification.		X	X	X	X
Maintain a prioritized waiting list according to State rating guidelines.		X	X	X	X
Perform initial inspection including health and safety checks and share energy education information.		_____	_____	_____	_____

AGENCY ONE-YEAR WORK PROGRAM

Project Name: Heating and Air Repair and Replacement Program (HARRP)

Project Period: July 1, 2009 to June 30, 2010

Implementation Schedule Continuation Page

Project Activities	Position Title	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Identify appropriate action(s) required to address heating and air conditioning concern.		X	X	X	X
Develop job specifications and prepare write-up.		X	X	X	X
Follow procurement policy to select HVAC vendor.		X	X	X	X
Schedule and perform repair or replacement.		_____	_____	_____	_____
Schedule and conduct energy education session and final inspection, obtain customer approval (signoff).		_____	_____	_____	_____
Maintain files, complete data entries into AR4CA and submit financial reports.		X	X	X	X
Provide continuous training for staff and contractors on the technical aspects of heating and air system health and safety operations and repair.		X	X	X	X
Evaluate program effectiveness.		X	X	X	X