



# Utah Weatherization Program Notice

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Effective Date 26 March 2020

UWPN # 2020-011

**Subject:** General Policy Changes

**Basis:** D1.1.b

**Purpose:** Alteration of the Reporting Requirements

**Scope:** This Program Notice is applicable to all aspects of the program and applies to new applications, in production work, and client on the waiting list. This guidance is temporary until the current crisis is resolved. A formal notice will be issued rescinding this alteration at that time. This alteration will not result in the republication of the Utah WAP Guidelines.

In response to the current COVID 19 pandemic Utah WAP is temporarily amending the provisions of:

**Section A4.1.j.iv..** to include the new language.

Monthly reimbursement requests will not be honored without the accompanying BWR's and LIHEAP A&B report. RFF's will be held a maximum of 2 working days to allow for submission of required reports. If the required reports are not submitted in that grace period the RFF's will be returned.

When it has been determined by a higher office, such as the Utah Governor or President of the United States, that a crisis, disaster or similar event by use of their official means which negatively impacts program operations the Utah WAP Manager may issue supplemental guidance regarding Request For Funds without reportable production.

## **Responsibilities:**

Local Agencies –

- Adapt agency policies & procedures to support supplemental guidance as issued.

State WAP Staff –

- Issue supplemental guidance as need in response to declared emergencies.

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