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To: Weatherization Subgrantees  
From: Community Programs Division  
Release Date: August 7, 2020  
Effective Date: August 12, 2020  
**Subject: Weatherization Reopen #2**

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**Program Guidance: WX-2020-04**

## **BACKGROUND**

On March 20, 2020, IHCDA halted Weatherization Production as of 5:00pm Friday March 20, 2020.

On June 1, 2020 IHCDA released guidance stating that sub-grantees may provide in-home weatherization according to specific regulations in low-risk homes the day the county the home is located in reaches Stage 4 of Indiana's Back on Track plan; and in **all** homes starting the day it reaches Stage 5.

## **NEW GUIDANCE**

Starting at 8am August 12, 2020, sub-grantees may provide in-home weatherization - according to the regulations provided in WX-2020-03 as well as the additional provisions below - for **all** homes, regardless of household member's risk status.

Before beginning to provide in-home weatherization for *all* households, sub-grantees must fulfill the following two additional safeguards:

1. Sub-grantees must have the homeowner sign a waiver that:
  - a. overviews the sub-grantee's COVID-19 safety precautions
  - b. allows the homeowner to defer services until a later date if they are worried about COVID-19, and
  - c. waives the sub-grantee's liability if a homeowner contracts COVID-19 during or after weatherization services.

This may entail adding a COVID-19 reference into the current waiver form or creating a new form.

2. The sub-grantee must have a written internal policy that includes the following points:
  - a. A statement that any staff or contractor who believes they have COVID-19, has tested positive, or has been told to quarantine by a medical provider must notify the sub-grantee immediately.
  - b. Defines the steps the sub-grantee will take if they are notified a staff member or contractor has or may have COVID-19.

- c. Sets the expectation that any staff or contractor who contracts COVID-19 participate in contract tracing.

Documentation of these two safeguards (a blank copy of the waiver form, and a copy of the described policy) must be sent to and acknowledged by IHCD prior to beginning work in high-risk households. Please send these documents to: [IWx@ihcda.IN.gov](mailto:IWx@ihcda.IN.gov)

This guidance does not require that sub-grantees begin providing in-home services on August 12, 2020, but rather provides a date on which programs may open at the earliest, according to each individual sub-grantee's discretion – when both county and sub-grantee leadership believe it is safe to do so.