

# PRIORITY POINTS

ODOC Weatherization Program Notice 26-2  
Issued January 7, 2026

**To:** All ODOC Subgrantee Regional Weatherization Service Providers - Executive Directors and Weatherization Program Managers

**Regulations:** [Oklahoma Weatherization Operations Manual Requirement 28](#), [DOE WPN 24-8](#), [10 CFR 440.16\(b\)](#), [10 CFR 440.3](#)

**Purpose:** Update to the Priority Points policy for the OK Weatherization program.

**Implementation Date:** Effective January 7, 2026. This guidance will remain in effect until further ODOC notice.

**Supersedes:** [Oklahoma Weatherization Operations Manual Requirement 28](#). This guidance will remain in effect until further ODOC notice.

## Regulatory Background

1.1. In selecting projects to use the Weatherization Assistance Program (WAP) funds, Subgrantees must use priority categories as outlined per the Department of Energy (DOE) Weatherization Program Notice (WPN) 24-8, [10 CFR 440.16\(b\)](#) and the Department of Human Services Low-Income Home Energy Assistance Program (DHS LIHEAP) regulations.

## Program Guidance

1.2. Priority is given to the following individuals. No other priorities are allowed in the weatherization program per [DOE Weatherization Program Notices \(WPN\) 24-8](#) and [10 CFR 440.16\(b\)](#).

Differently Abled (Disabled)	(10 Points)
Adults aged 60 and older	(10 Points)
Children (12 years and younger)	(8 Points)

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|--------------------------------------|------------|
| High Residential Energy Users        | (5 Points) |
| Households with a High Energy Burden | (5 Points) |

- 1.3. All weatherization applications will be reviewed by the EIS Database (WAPLink) and automatically calculate the priority points and create a waitlist queue in the database.
- 1.4. In the event that a Subgrantee is at current capacity and unable to provide immediate services to a qualified applicant, the home must be placed on a waiting list based on priority points. The person with the most points will be placed at the top of the waiting list. In the event that more than one applicant has the same number of priority points, the Subgrantee must then use the date of application certification for positioning applicants on the waiting list.

### Households with a High Energy Burden

- 2.1. A household with a high energy burden refers to a low-income household whose residential energy burden exceeds the median level of energy burden for all low-income households in the State.<sup>1</sup>
- 2.2. To calculate the eligibility of "**Households with a high energy burden:**"
  - 2.2.1. Calculate the amount of one year's worth of utility bills.
  - 2.2.2. Divide the answer to 2.2.1. by the annual income of the household (that has been verified by the Subgrantee) to determine the Residential Energy Expenditures.
  - 2.2.3. Determine whether the Residential Energy Expenditure percent (%) exceeds three percent (3%) (which is the average [Energy Burden for the State of Oklahoma](#)) of their annual income.
  - 2.2.4. Example: year's worth of utility bills / annual income = percentage or ( $\$1,200 / \$30,000 = 0.04$ , then move the decimal to the right by two places ( $0.04 = 4\%$ ))

### High Residential User

- 3.1. A low-income household, whose residential energy expenditure exceeds the median level of residential expenditures for all low-income households in the State, is a high residential energy user.<sup>2</sup>
- 3.2. To calculate the eligibility of "**High residential user:**"
  - 3.2.1. Calculate the amount of one year's worth of utility bills.

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<sup>1</sup> [10 CFR 440.3](#)

<sup>2</sup> [10 CFR 440.3](#)

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- 3.2.2. Divide the answer to 3.2.1 by the annual income of the household (that has been verified by the Subgrantee) to determine the Residential Energy Expenditures.
- 3.2.3. Determine whether the Residential Energy Expenditure amount \$ \_\_\_\_\_ (number determined in 3.2.2.) exceeds the median level of residential expenditures for all low-income households in Oklahoma of \$2,592 for Program Year (PY) 2025.
  - 3.2.3.1. Future PYs should be determined by using the DOE Low-Income Energy Affordability Data (LEAD) Tool found [here](#).<sup>3</sup> The Subgrantee will need to follow the LEAD website's process to determine Oklahoma's data.

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<sup>3</sup> <https://www.energy.gov/scep/slsc/lead-tool>