



NEAT Library Insulation Setup

To: All ODOC Agency Weatherization Program Service Providers - Executive Directors, Weatherization Program Managers

From: Amanda Marcott-Thottunkal, Weatherization Program Planner

Regulations: [CAA Manual Requirement 309](#); [10 CFR 440.21](#); [National Energy Audit Tool and Manufactured Home Energy Audit User's Manual](#)

Purpose: To establish insulation setup procedures in NEAT Setup Libraries for PY19. This WPN does NOT provide guidance on which insulation should be installed in a specific home or situation; rather, it provides instructions for how to setup an Oklahoma NEAT library with all possible types of allowable insulation that may be considered for installation, and the fields in NEAT where additional insulation can be selected and additional costs included. [Standard Work Specifications](#) and any applicable DOE or ODOC regulations, such as [Field Guides](#), must be followed for all insulation installations.

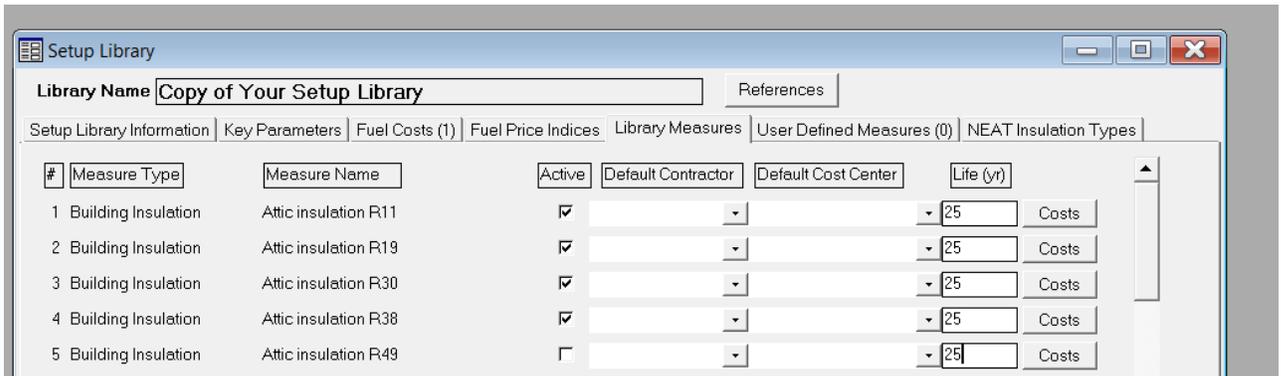
REGULATORY BACKGROUND

[10 CFR 440.21](#) requires that all Weatherization Program Service Providers use an energy audit modeling software as part of energy audit procedures to determine what energy saving measures can be installed in a home during the course of weatherization work. The U.S. Department of Energy (DOE) has approved Oklahoma to use Weatherization Assistant 8.9 (WA 8.9) for Site Built (NEAT) and Manufactured Housing (MHEA). Proper WA 8.9 use and implementation is dependent upon DOE approved State policies. While ODOC is in the process of developing a comprehensive technical manual for WA 8.9, in order to move forward in PY19, it is necessary to create some interim guidance to ensure that we are addressing DOE identified deficiencies in our energy audit procedures.

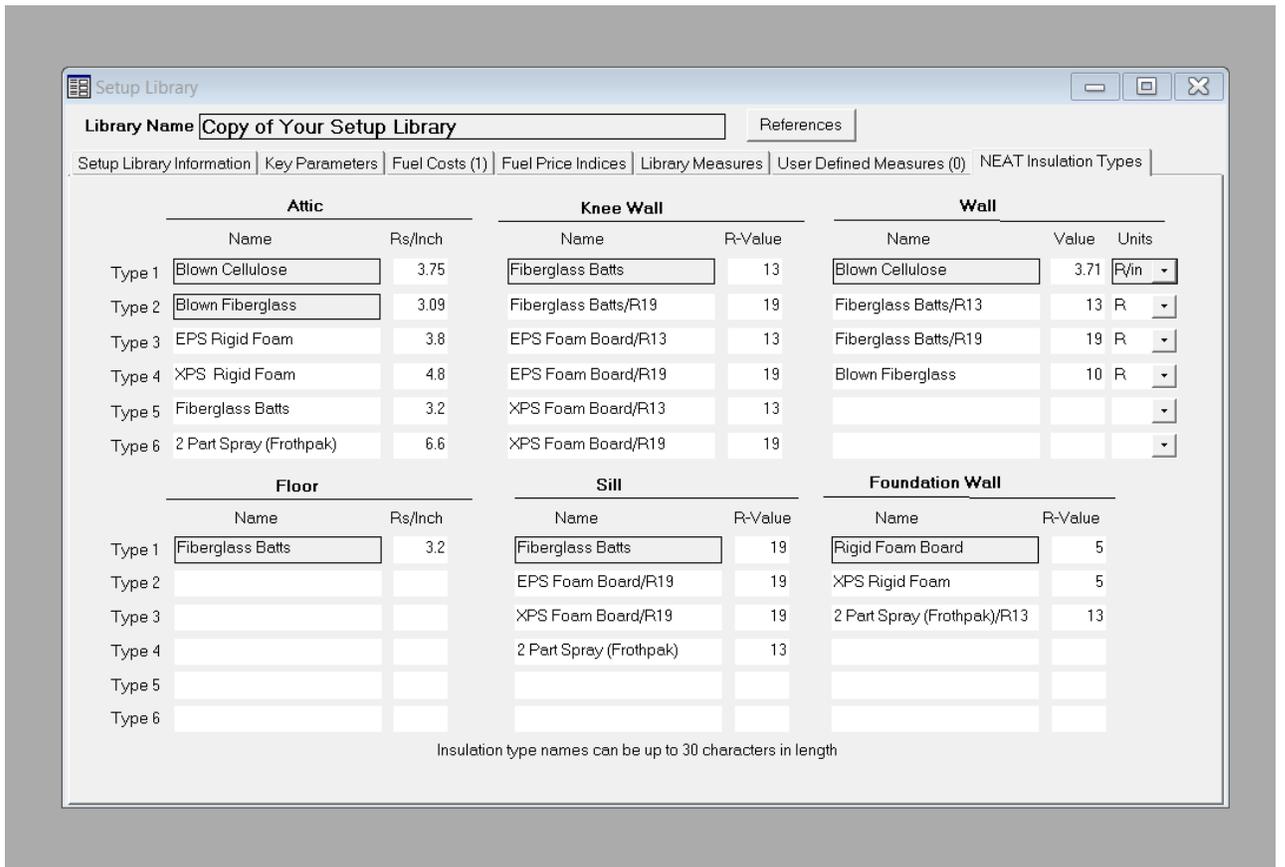
Insulation is a critical and priority measure in the Weatherization Assistance Program (DOE WAP). As of June 28, 2019, all setup libraries for insulation must be updated according to the guidance below for DOE WAP 2019.

PROGRAM GUIDANCE

1. In addition to the list of turned off measures in [CAA Manual Requirement 309](#), **attic insulation R49 [Measure #5] must also be turned off**. A measure is turned off within the setup library by UNCHECKING the "Active" box. See screen shot below.



2. **All Setup Libraries must include the following setup within the NEAT Insulation Types tab.** These insulation types must be entered exactly as shown on the screen shot below.



- Setting up the NEAT insulation types as shown in the screen shot above will result in more accurate Recommended Measure reports for site built homes. These insulation types will now appear in the Added Insulation fields underneath the Shell tab, and must be used appropriately. See examples below:

NEAT Audit

Audit Name: Client ID: Client Name:

Audit Information | Status | Shell | Heating (0) | Cooling (0) | Ducts/Infiltration | Baseloads | Health & Safety | Itemized Costs (0) | Utility Bills (0)

Walls (0) | Windows (0) | Doors (0) | Unfinished Attics (0) | Finished Attics (0) | Foundations (0)

Wall Code
 Wall Type
 Exterior Type
 Exposed To
 Orientation
 Gross Area (sq ft)
 Measure #

Existing Insulation
 Type
 R Value

Added Insulation
 Type
 Additional Cost (\$)

None
 Blown Cellulose
 Fiberglass Batts/R13
 Fiberglass Batts/R19
 Blown Fiberglass

Windows on this Wall
 Doors on this Wall

NEAT Audit

Audit Name: Client ID: Client Name: Alt. Client ID:

Audit Information | Status | Shell | Heating (0) | Cooling (0) | Ducts/Infiltration | Baseloads | Health & Safety | Itemized Costs (0) | Utility Bills (0) | Photos (0) | Measures (0)

Walls (0) | Windows (0) | Doors (0) | Unfinished Attics (0) | Finished Attics (0) | Foundations (0)

Attic Code
 Attic Type
 Joist Spacing (in)
 Area (sq ft)
 Roof Color

Existing Insulation
 Type
 Depth (in)

Added Insulation
 Measure #
 Type
 Added R Value or Max. Depth (in)
 Additional Cost (\$)

None
 Blown Cellulose
 Blown Fiberglass
 EPS Rigid Foam
 XPS Rigid Foam
 Fiberglass Batts
 2 Part Spray (Frothpak)

NEAT Audit

Audit Name Client ID Client Name Alt. Client ID

Audit Information | Status | Shell | Heating (0) | Cooling (0) | Ducts/Infiltration | Baseloads | Health & Safety | Itemized Costs (0) | Utility Bills (0) | Photos (0) | Me

Walls (0) | Windows (0) | Doors (0) | Unfinished Attics (0) | Finished Attics (0) | Foundations (0)

Attic Code

Attic Area Type

Attic Floor Type

Area (sq ft)

Roof Color

Existing Insulation
Type

Depth (in)

Added Insulation
Measure #

Type

Added R Value or Max. Depth (in)
Additional Cost (\$)

- None
- Blown Cellulose
- Blown Fiberglass
- EPS Rigid Foam
- XPS Rigid Foam
- Fiberglass Batts
- 2 Part Spray (Frothpak)

Sill

Floor Joist Size (in)

Perimeter to Insulate (ft)

Added Insulation Type

Additional Cost (\$)

- None
- Fiberglass Batts
- EPS Foam Board/R19
- XPS Foam Board/R19
- 2 Part Spray (Frothpak)

Foundation Wall

Foundation Wall

Height (ft)

Height Exposed (%)

Perimeter (ft)

Existing Insulation R Value

Added Insulation Type

Additional Cost (\$)

- None
- Rigid Foam Board
- XPS Rigid Foam
- 2 Part Spray (Frothpak)/F

FOUNDATION

4. Insulation for attic access does not have a separate field for input. There are two different procedures to address this, depending on the situation.
 - a. If the attic access lid insulation is the same material as the attic insulation, the cost of the access insulation is included as part of the overall square footage of the attic insulation, and just needs to be detailed in the work order.
 - b. If two different insulating materials are necessary (one for the attic access lid and one for the attic), the cost per square foot is likely to be different. In this case, add the cost of the attic access lid insulation as an additional cost under the attic tab (see screen shot below).

The screenshot displays two distinct form sections for insulation input. The 'Existing Insulation' section on the left contains a dropdown menu for 'Type' and a text input field for 'Depth (in)'. The 'Added Insulation' section on the right includes a dropdown for 'Measure #', a dropdown for 'Type', and three text input fields for 'Added R Value or Max. Depth (in)', 'Additional Cost (\$)', and an unlabeled field.

Contact the ODOC Weatherization Program Planner (Amanda Marcott-Thottunkal – amanda.marcott-thottunkal@okcommerce.gov) if there are any questions about this Program Notice.