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| PUC logo | COMMONWEALTH OF PENNSYLVANIAPENNSYLVANIA PUBLIC UTILITY COMMISSIONP.O. BOX 3265, HARRISBURG, PA 17105-3265 | **IN REPLY PLEASE REFER TO OUR FILE**M-2014-2424864 |

November 18, 2015

TO ALL INTERESTED PARTIES:

Re: Multi-family Housing Stakeholder Meeting

 Docket No. M-2014-2424864

With this Secretarial Letter, the Commission is providing notice of an Act 129 Multi-Family Housing Working Group (MHWG) meeting to be held on Wednesday, December 16, 2015, from 1:30 P.M. to 3:00 P.M. in Hearing Room 1 of the Commonwealth Keystone Building, 400 North Street, Harrisburg, Pennsylvania, 17120.

 In its Implementation Order (Order) for Phase III of the Act 129 Energy Efficiency and Conservation (EE&C) Program, the Commission directed its Bureau of Consumer Services, with assistance as needed from its Bureau of Technical Utility Services, to convene the MHWG. The purpose of this working group is to gather stakeholder input in order to explore possible program designs and cost-effective solutions to barriers to participation in the EE&C Program that may exist for the multi-family sector.[[1]](#footnote-1)

Attached is an agenda for the meeting and a MHWG strawman proposal.

Any questions regarding this stakeholder meeting should be directed to Sarah Dewey at 717-705-4029 or sdewey@pa.gov.

 Sincerely,

 Rosemary Chiavetta

 Secretary

cc: Chairman’s Office

 Vice Chairman’s Office

 Commissioners’ Offices

 Jan Freeman, Executive Director

 Mary Beth Osborne, Director of Regulatory Affairs

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**ACT 129 MULTI-FAMILY HOUSING WORKING GROUP MEETING**

**COMMONWEALTH KEYSTONE BUILDING**

**HEARING ROOM 1**

**400 NORTH STREET**

**HARRISBURG, PA 17120**

**DECEMBER 16, 2015**

**1:30 P.M. – 3:00 P.M.**

**AGENDA**

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| I. WELCOME – Paul Diskin, Director, TUS II. OPENING REMARKS – Darren Gill, Deputy Director, TUSIII. DISCUSSION TOPICS – STRAWMAN, Attached Barriers: Building Owners* Lack of Awareness/Expertise
* Multiple Programs/Processes
* Limited Budgets
* Tenant Behavior/Operational Practices
* Income Eligibility (Low-Income) Criteria
* Qualified Contractors

Solutions: Multifamily Program (Ideal)* Outreach/EE Education
* Consistent Audits/Program Measures
* Simplicity/One-Stop Shop
* Incentive/Financing Options/Resources
* Tenant/Facility Education/Workshops
* Eligibility/Verification Protocols
* QC Guidelines/Contractor Requirements

IV. ADDITIONAL CONSIDERATIONS V. QUESTIONS VI. NEXT STEPS VII. CLOSING REMARKS – Darren Gill, Deputy Director, TUS |  |
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| Multifamily Housing Working Group Strawman

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| **Barrier: Issue Summary** | **Market Need** | **Proposed Solution** |
| Building owners are often unaware of the opportunities that are available to reduce the energy use of their properties, and do not know where to find information that can help. | Building owners and property managers need a reliable source of information to let them know, both in general terms and in detail, about the kinds of improvements that they can make to manage their energy costs.  | The LIMHEEP program will provide general information about multifamily energy efficiency to building owners through a variety of outreach activities, including presentations at multifamily building owner association meetings, partnerships with PHFA and other housing organizations, and through direct outreach to large multifamily property owners. |
| Building owners do not have the time to sort out participation requirements for multiple program types that potentially provide efficiency services for multifamily housing.  | Owners need a streamlined participation process that makes it easy for them to participate, rather than complex, confusing processes for multiple programs that depend on metering arrangements and rate structures. | The program will provide “single points of contact” to property owners and managers. These individuals will be responsible for assisting customers with all aspects of program participation to make the process as simple as possible. |
| Multifamily properties—especially affordable housing— operate on universally thin operating margins and cannot access funding for significant capital improvements. | Owners need sufficient financial support to allow them to manage project costs without putting overall property financial security at risk. | The program will offer direct incentives to building owners that will offset the majority of project costs. In addition, the program will facilitate access to financing for building owners who require additional financial support for any cost sharing that is required of them. |

Multifamily Housing Working Group Strawman

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| Facilities managers and tenants don’t understand how their behaviors and operating practices impact the energy use of buildings, so savings from efficiency improvements may not be fully realized. | Managers and tenants need information about how to maximize the benefits of the efficiency measures that are installed. | The program will provide workshops for tenants and facilities managers to explain the measures that have been installed and to provide operating instructions and guidelines to maximize savings and customer satisfaction. |
| Criteria for establishing income eligibility can be an administrative burden.  | Properties that participate in state and federal affordable housing programs are required to meet certain income verification protocols in order to maintain access to federal funding. Program eligibility requirements should incorporate these existing protocols to minimize the administrative burden on building owners and managers.  | The program will develop income eligibility verification protocols that maximize the use of existing affordable housing verification requirements in order to streamline administrative burdens on housing management staffs. |
| Properly qualified contractors may be difficult or impossible to find by building owners and facilities managers, who may prefer to work with contractors with whom they have established relationships. | Owners need easy access to qualified contractors, and contractors need reasonable and clear qualification criteria. | The program will publish a clear set of qualification guidelines for contractors so that where a building owner prefers to hire a contracting firm with which it has an existing relationship, that contracting firm will be able to determine whether or not it meets the program requirements. The program will also maintain a list of contractors who meet all program requirements and will facilitate communication between contractors and building owners. |

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1. *See, Energy Efficiency and Conservation Program* Implementation Order, pp. 76-80, at Docket No. M‑2014-2424864, (June 11, 2015). [↑](#footnote-ref-1)