

[ORNL LETTERHEAD]

[DATE]

[RECIPIENT ADDRESS]

Dear Mr/s. _____:

The U.S. Department of Energy has tasked Oak Ridge National Laboratory and its contractor with conducting a national evaluation of the Weatherization Assistance Program. The last national evaluation of the program was conducted almost 20 years ago and the program has seen many changes since then. This evaluation will help DOE and the weatherization community take stock of the program, quantify the energy savings impacts, and identify elements of the program that are working well and where improvements are needed.

A primary component of the evaluation is determining the electricity and natural gas savings achieved by the Weatherization Assistance Program. This will require the collection of utility billing histories for a sample of weatherized and non-weatherized homes. Utility cooperation in this effort is essential to the success of the evaluation.

The Energy Center of Wisconsin, a member of the evaluation team, is responsible for requesting customer billing histories from utilities across the country. The enclosed letter from the Energy Center contains additional information about the data request process.

I thank you in advance for your cooperation. If you have any questions or concerns about the evaluation, please contact me via email at tonnbe@ornl.gov or telephone at (865) 574-4041.

Sincerely,

{signature}
{Bruce Tonn}