

Maine State Housing Authority (MaineHousing)  
WEATHERIZATION ASSISTANCE PROGRAM (WAP)

**TRAINING AND TECHNICAL ASSISTANCE RETENTION AGREEMENT**

**GRANTEE**

Maine State Housing Authority (MaineHousing)  
353 Water Street  
Augusta, ME 04330

**CONTRACTOR**

**CONTRACT END DATE:**

**TRAINING COURSE:**

**TRAINING DATE:**

This Training and Technical Assistance Retention Agreement is by and between Maine State Housing Authority (MaineHousing), Grantee for the Maine Weatherization Assistance Program (hereinafter "MaineHousing WAP"), and the above named Contractor for the training and technical assistance (hereinafter "T&TA") towards the cost of the above named Training Course under MaineHousing WAP.

**WITNESS:**

WHEREAS, Section 3.0 of the U.S. Department of Energy's (DOE) Weatherization Program Notice 09-1B requires that contractors receiving DOE T&TA funds sign a retention agreement that they will provide weatherization services for a specific amount of time that aligns with the funds provided; and

WHEREAS, Contractor desires to receive T&TA funds assistance for the Training Course;

NOW THEREFORE, in consideration of the premises and agreements of MaineHousing and Contractor as hereinafter provided, the parties hereby mutually agree as follows:

1. MaineHousing will provide DOE T&TA funds to cover the cost of Contractor's participation in the Training Course, limited to the following:
  - a. The Training Course registration fee (if any); and
  - b. Reasonable travel costs in accordance with DOE standards and MaineHousing travel policy.
2. Contractor shall satisfactorily complete the Training Course and any examinations required thereto;
3. Contractor shall remain actively employed and actively participate in MaineHousing WAP-related work, including but not limited to installation of weatherization measures and/or weatherization inspections following completion of the Training Course for a period of no less than the end of the current contract period Contractor has with MaineHousing WAP, which is the Contract End Date identified above.
4. If Contractor does not fulfill his or her obligations under this Agreement, Contractor will reimburse MaineHousing the total T&TA funds drawn within thirty (30) calendar days of notice from CAA. Said reimbursement amount shall become immediately due and payable as a debt and obligation of Contractor to MaineHousing WAP. Repayment will be made in the full amount due as a lump sum. If payment is not received by MaineHousing within thirty (30) days, MaineHousing may assess reasonable costs of collection, including but not limited to interest, court costs, and attorney's fees.
5. Contractor has read and understands the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the date and year first indicated.

**MAINEHOUSING**

**CONTRACTOR**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Date \_\_\_\_\_

Date \_\_\_\_\_