



WEATHERIZATION PROJECT GUIDE

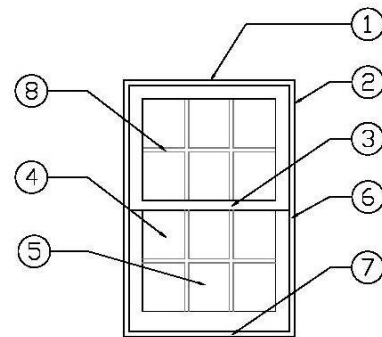
Tools and Materials:

- ▶ Utility Knife
- ▶ Caulk Gun
- ▶ Caulk
- ▶ Caulking Tool
- ▶ Weather Stripping
- ▶ Rag
- ▶ Household Cleaner or Rubbing Alcohol
- ▶ Scissors

Prep for Caulking Windows:

Familiarize yourself with window vocabulary:

1. **Head**- The horizontal piece forming the top of the window
2. **Jamb**- The vertical piece forming the side of the window
3. **Frame**- The pieces that form the outsides of the window
4. **Glazing**- The glass in the window
5. **Pane**- The framed glass in a window
6. **Sash**- The framed part of a window that holds the glass in place. Sashes move up and down.
7. **Sill**- The horizontal piece forming the bottom of the window



<http://www.suntechwindowsct.com/>

Other vocabulary terms:

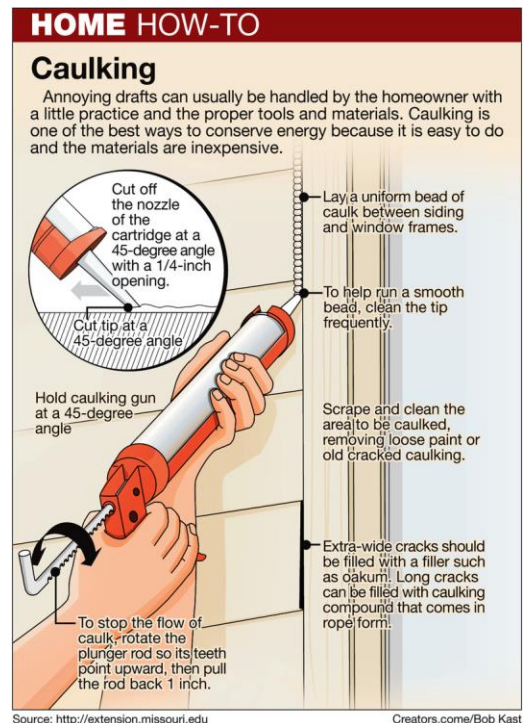
- **Double Hung**- A window that has 2 sashes that slide up and down
- **Caulk**- A waterproof filler or sealant
- **Weather Stripping**- A strip of rubber or another material that is used to seal windows and doors

To start:

1. Determine source of leaks by running your hand over the window or door. Feel for where gaps and cracks are located
2. Remove the existing caulk with a utility knife
3. Clean the surface with rubbing alcohol or household cleaner and wipe with a clean cloth, making sure the surface is clean, dry, and free of dust.

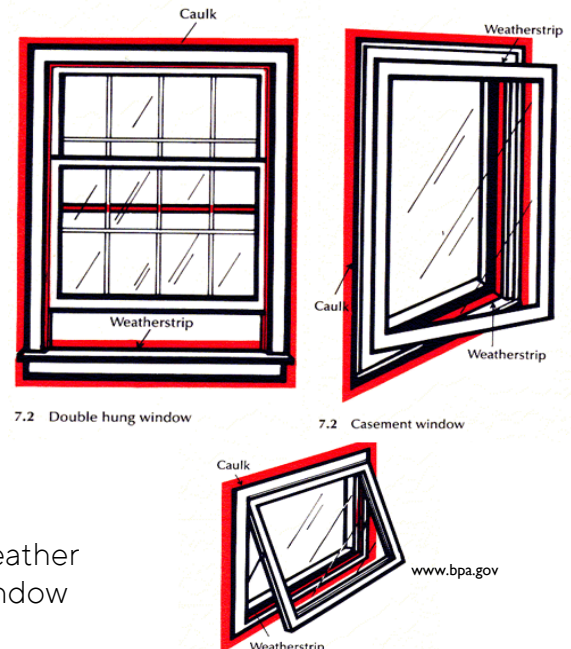
Process for Caulking Windows:

1. Determine source of leaks by running your hand over the window or door. Feel for where gaps and cracks are located
2. Remove the existing caulk with a utility knife
3. Clean the surface with rubbing alcohol or household cleaner and wipe with a clean cloth, making sure the surface is clean, dry, and free of dust
4. Remove the cap from the caulk bottle and cut the nozzle at a 45-degree angle.
5. Pierce the seal with a stiff wire. Insert the caulk into a caulk gun, bottom end first
6. Position the gun where you feel the leaks on the frame. Hold the gun at a 45-degree angle, squeezing the caulk gun trigger away from your body. Release the trigger at the end of the seam. Twisting slightly as you lift the nozzle from the window.
7. Smooth the caulk with your finger or a smoothing tool.



Process for Weather Stripping Windows (For Double Hung Windows):

1. Clean the window jamb and any surface where you will apply the weather stripping with a damp rag (*A jamb is the vertical side of a window*)
2. Cut a piece of weather stripping slightly longer than the surface you are going to cover. Cut strips for each inner and outer sash, the bottom of the inner sash and the top of the outer sash (*A sash is the framed part of the window that holds the glass in place*).
3. Peel away the backing from the strip except an inch at the top (*This inch of stripping will later be pushed up between the sash and jamb*)
4. With the window open, press the stripping in place on the window jamb with the "v" facing inside
5. Place another strip on the opposite window jamb
6. Close the window
7. Remove the backing from the inch of weather stripping on each side and stick into place (*This will be on the corners of the closed window*)
8. Lower the outer sash as far as it will go. Install the weather stripping the same way as you did below- on the window jamb.
9. Raise the inner sash, apply the weather stripping to the bottom.
10. Lower the outer sash, put a strip on the top and press into place.



Process for Caulking or Weather-Stripping Doors:

- Use directions above, modifying as needed. Make sure to caulk or strip all edges of the door

Clean-Up:

1. Wipe caulk off all surfaces with soap and water (If using caulk)
2. Wipe or sweep up any dust or trash
3. Pack tools and supplies in toolbox and bring back to housing site

Team Tips and Strategies:

- Have youth work in pairs.
- Complete other tasks around the work site