

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0007914		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address GUAM ENERGY OFFICE 548 N. Marine Corp. Drive Tamuning, GU 969130000		4. Program/Project Start Date 04/01/2020	5. Completion Date 03/31/2021

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DOE	81.042	\$ 144,666.00		\$ 228,917.00		\$ 373,583.00
2. STATE			\$ 0.00		\$ 0.00	\$ 0.00
3.						
4.						
5. TOTAL		\$ 144,666.00	\$ 0.00	\$ 228,917.00	\$ 0.00	\$ 373,583.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRA TION	(2) GRANTEE T&TA	(3) PROGRAM OPERATIONS	(4) HEALTH AND SAFETY	
a. Personnel	\$ 7,010.00	\$ 36,168.00	\$ 92,272.00	\$ 0.00	\$ 135,450.00
b. Fringe Benefits	\$ 2,060.00	\$ 10,872.00	\$ 27,019.00	\$ 0.00	\$ 39,951.00
c. Travel	\$ 0.00	\$ 21,995.00	\$ 19,505.00	\$ 0.00	\$ 41,500.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 880.00	\$ 786.00	\$ 97,938.00	\$ 13,804.00	\$ 113,408.00
f. Contract	\$ 0.00	\$ 2,762.00	\$ 8,993.00	\$ 0.00	\$ 11,755.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 795.00	\$ 3,730.00	\$ 13,449.00	\$ 0.00	\$ 17,974.00
i. Total Direct Charges	\$ 10,745.00	\$ 76,313.00	\$ 259,176.00	\$ 13,804.00	\$ 360,038.00
j. Indirect Costs	\$ 701.00	\$ 3,617.00	\$ 9,227.00	\$ 0.00	\$ 13,545.00
k. Totals	\$ 11,446.00	\$ 79,930.00	\$ 268,403.00	\$ 13,804.00	\$ 373,583.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
WEATHERIZATION ANNUAL FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Guam Energy Office (Tamuning)	\$282,207.00 36
Total:	\$282,207.00 36

IV.2 WAP Production Schedule

Weatherization Plans	Units
Total Units (excluding reweatherized)	36
Rewatherized Units	0

Note: Planned units by quarter or category are no longer required, no information required for persons.

Average Unit Costs, Units subject to DOE Project Rules		
VEHICLE & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)		
A	Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B	Total Units Weatherized	36
C	Total Units Reweatherized	00
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	36
E	Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
AVERAGE COST PER DWELLING UNIT (DOE RULES)		
F	Total Funds for Program Operations	\$268,403.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	36
H	Average Program Operations Costs per Unit (F divided by G)	\$7,455.64
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$7,455.64

IV.3 Energy Savings

Method used to calculate savings: <input checked="" type="checkbox"/> WAP algorithm <input type="checkbox"/> Other (describe below)			
	Units	Savings Calculator (MBtus)	Energy Savings
This Year Estimate	36	29.3	1055
Prior Year Estimate	35	29.3	1026
Prior Year Actual	58	29.3	1699

Method used to calculate savings description:

The method used to calculate energy savings is the WAP Algorithm set by USDOE to obtain the amount of energy to be saved. USDOE cites the 2005 Meta-evaluation that suggests a much higher rate of energy savings from weatherization in which a weatherized home saved an average of 30 MBTU based on fuel types whereas hot climate regions save much less energy than cold climate regions.

IV.4 DOE-Funded Leveraging Activities

The Guam Energy Office does not anticipate any USDOE funded leveraging activities at this time.

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
WEATHERIZATION ANNUAL FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

IV.5 Policy Advisory Council Members

☐ Check if an existing state council or commission serves in this category and add name below

Alice M. Tajeron	Type of organization: Unit of State Government Contact Name: Alice M. Tajeron Phone: 6716474143 Email: alice.tajeron@ghc.guam.gov
Brent L. Wiese	Type of organization: Other Contact Name: Brent L. Wiese Phone: (671)649-9676 Email: weise@guambcc.org
Carlos V. Camacho	Type of organization: Non-profit (not a financial institution) Contact Name: Carlos Camacho Phone: (671)969-7175 Email: ironwoodhousing@gmail.com
Linda U. DeNorcey	Type of organization: Unit of State Government Contact Name: Linda U. DeNorcey Phone: 6717357101 Email: linda.denorcey@dphss.guam.gov
Phyllis Leon Guerrero	Type of organization: Unit of State Government Contact Name: Phyllis Leon Guerrero Phone: 6714754643 Email: phyllis.leonguerrero@disid.guam.gov
Ray S. Topasna	Type of organization: Unit of State Government Contact Name: Ray S. Topasna Phone: 6714771330 Email: rstopasna@ghura.org
Vincent P. Arriola	Type of organization: Unit of State Government Contact Name: Vincent P. Arriola Phone: 6716463131 Email: vince.arriola@dpw.guam.gov

IV.6 State Plan Hearings (Note: attach notes and transcripts to the SF-424)

Date Held	Newspapers that publicized the hearings and the dates the notice ran
12/04/2019	Advertisement of the notice to the public to comment on Guam Weatherization State Plan ran on December 4, 2019 on the Guam Energy Office website. The notice stated the place to pick up the state plan and time for the public to provide comments. The notice is attached to the SF-424 application form via PAGE.
12/17/2019	On December 17, 2019, the Guam Energy Office held a public hearing for the public to comment on the Guam Weatherization State Plan for PY2020. The official transcript is attached to the SF-424 application via PAGE as required.
01/29/2020	The Guam WAP Review Committee members met on January 29, 2020 at the Guam Energy Office at 10:00 a.m. to provide comments on the weatherization assistance program as well as the annual State Plan.

IV.7 Miscellaneous

<p>The Recipient Business Officer and Recipient Principal Investigator is:</p> <p>Name: Rebecca Jean Respicio, Director, Guam Energy Office Address: 548 N. Marine Corps Drive, Tamuning, Guam 96913 Phone No.: 671-646-4361 Fax No.: 671-649-1215 Email: rebecca.respicio@energy.guam.gov</p>

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

This worksheet should be completed as specified in Section III of the Weatherization Assistance Program Application Package.

V.1 Eligibility

V.1.1 Approach to Determining Client Eligibility

Provide a description of the definition of income used to determine eligibility

Guam has selected poverty level determined in accordance with criteria established by the U.S. Department of Health and Human Services (HHS) Poverty Income Guidelines for Alaska (updated periodically in the Federal Register by HHS under the authority of 42 U.S.C. 9902 (2)). Child support payments and other income exclusions (WPN 20-3) are not considered sources of income to be added to the client's total income.

Total Household Income

Family Size	1	2	3	4	5	6	7	8
Maximum Income (not to exceed)	\$31,900	\$43,100	\$54,300	\$65,500	\$76,700	\$87,900	\$99,100	\$110,300

For families with more than 8 people, add \$11,200 for each additional person.

Income limits subject to change.

Preference is given to eligible low-income clients who are elderly, persons with disabilities, household with children, and then those with a high energy burden (continuous high utility bills).

Describe what household eligibility basis will be used in the Program

Client household is eligible when GEO has certified the dwelling unit is eligible for WAP services and the client household meets the following:

(1) With an income at or below 200% of the poverty level determined in accordance with criteria established by the Office of the Management and Budget, except that the Secretary may establish a higher level if the Secretary, after consulting with the Secretary of Agriculture and the Secretary of Health and Human Services, determines that such higher level is necessary to carry out the purposes of this part and is consistent with the eligibility criteria established for the weatherization program under Section 222(a)(12) of the Economic Opportunity Act of 1964; or

(2) Which contains member who has received cash assistance payments under Title IV or XVI of the Social Security Act or applicable State or local law at any time during the 12-month period preceding the determination of eligibility for weatherization assistance; or

(3) if the State elects, is eligible for assistance under the Low-Income Home Energy Assistance Act of 1981, provided that such basis is at least 200% of the poverty level determined in accordance with criteria established by the Director of the Office of Management and Budget.

GEO has established written policies in the Weatherization Program Manual that sets forth procedures to determine dwelling unit priority [440.16]. Written policies cover income eligibility, determination of rental property eligibility, and assurance of tenant benefit from weatherization services. Guam complies with all household and building eligibility criteria outlined in 10 CFR 440.22 and has selected Alaska's appropriate set of poverty guidelines due to similar energy and economic characteristics.

If weatherization services do not begin within 12 months of the eligibility determination date, the household's eligibility must be re-determined.

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

Describe the process for ensuring qualified aliens are eligible for weatherization benefits

Guam will follow the policies outlined in "Summary of Immigrant Eligibility Restrictions Under Current Law as of 2/25/2009" in the HHS guidelines, when determining eligibility of qualified and nonqualified aliens.

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation

During the application intake process, GEO will require submission of every income-earned documentations of individuals living in household to verify income eligibility of every client and will be included in the client's file. A dwelling unit is eligible for weatherization assistance if it is occupied by a household unit that meets the income guidelines and building eligibility guidelines.

Single family dwelling units must meet the income eligibility in order to receive weatherization services.

Duplexes to four-unit buildings must meet the 50% income eligibility criteria in order to receive weatherization services for the whole building otherwise weatherization services will be provided to only the applicant(s) meeting the income eligibility.

Multi-family buildings three stories or less and have 5 units up to 25 units that are each individually cooled must meet the 66% income eligibility criteria in order to receive weatherization services for the whole building otherwise weatherization services will be provided to only the applicant(s) meeting the income eligibility.

Describe Reweatherization compliance

Guam was awarded WAP funds for the first time in 2009 . The re-weatherization of units prior to September 30, 1994 per 10 CFR §440.18 (e)(2)(iii) is not applicable.

Any dwelling unit that received weatherization services will not be revisited. However, a unit may only be re-weatherization if such dwelling unit has been damaged by fire, flood, or an act of God and repair of the damage to weatherization materials is not to be paid for by insurance, per 440(18)(2)(ii). Each dwelling to be weatherized is required to receive a new energy audit that takes into account any previous energy conservation improvements to the dwelling.

Describe what structures are eligible for weatherization

To be considered for weatherization, a dwelling must be a structure, including a stationary mobile home, apartment, group of rooms, or a single room occupied as separate living quarters (including historic properties), and qualified shelters or other group facilities. Government institutions, halfway houses, nursing homes, recreational vehicles (RVs), cars, trucks or tents are not eligible dwellings for weatherization services. Properties having only a commercial use are not eligible for weatherization. Properties fifty years old or older must be reviewed for possible historic status or features and shall be weatherized only in such a way as complies with the State Historical Programmatic Agreement (SHPO). Weatherization of a dwelling unit which is designated for acquisition or clearance by a Federal, State, or local program within 12 months from the completion date of weatherization is not allowed.

Describe how Rental Units/Multifamily Buildings will be addressed

Guam has developed policy regarding the weatherization of rental property, including procedures to document that the tenant receives the benefits of weatherization [440.22(b)]. Rental property owners may be required to contribute to the cost of weatherization [440.22(d)].

Language from the Homeowner/Rental Certification & Authorization Form addresses the DOE requirements regarding limits on rent increases and undue enhancement. Renters are notified of the stipulations on rent increases. Rental property owners must provide signature approval of work to be performed on a standardized Homeowner/Rental Certification & Authorization Form. GEO has established an

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

arbitration procedure for disputes relating to violations of rental agreements. Tenants and property owners are notified of this process at the time of weatherization. A Customer Bill of Rights is provided to every tenant which includes a statement that tenants shall not be subjected to rent increases based on weatherization services conducted in the unit. As part of the rental agreement, landlords must agree to repayment of weatherization service for violation of the agreement [440.22(c)].

Describe the deferral Process

Guam has a detailed policy and clear procedures to follow when deferral is necessary (in the Guam Weatherization Program Manual). It is required that a written deferral policy outlines the procedures for making a deferral decision and notifying the customer. It must include guidelines for determining a time period for correction of issues identified, and notification regarding resources available to assist the customer. Reasons for deferral include structural or other issues that would limit the effectiveness or reduce the lifetime of measures (such as in a home needing roof replacement). There are also health and safety reasons that may warrant deferral of a unit. Additional information on deferrals is found in the Guam WAP Health and Safety Plan attached to the grant application.

V.1.3 Definition of Children

Definition of children (below age): **18**

V.1.4 Approach to Tribal Organizations

☐ Recommend tribal organization(s) be treated as local applicant?

If YES, Recommendation. If NO, Statement that assistance to low-income tribe members and other low-income persons is equal.

There are no established or recognized Native American Tribal Organizations on Guam.

V.2 Selection of Areas to Be Served

All areas of Guam will be served. Based on Guam's population of 172,000 occupying about 212 square miles of land, GEO will service areas that consist of the following:

1. Public housing units that are deemed eligible for the program such as Guam Housing Corporation and Guam Housing and Urban Renewal Authority rental units.
2. Guam's eligible household who resides in a home or a rental unit.

V.3 Priorities

Guam will prioritize weatherization services based on a point system categorized under elderly, disabled persons, households with children under eighteen years old, and households with a high energy burden [440.16(b)].

V.4 Climatic Conditions

Guam's tropical climate is warm year-round. The average temperature is in the mid 80 degrees Fahrenheit. There are only two seasons, the dry (December - June) and the rainy (July - November). The warmest months are from March through August. The coolest and least humid months accompanied with western trade winds are in December through February. The average wind speed is 9.5 mph and the annual rainfall totals up to 80 to 110 inches. According to the National Weather Service Forecast Office located in Hueneme Road, Bldg, 3232, Barrigada, Guam, the historical temperature high was at 95 degrees Fahrenheit on June 30, 1969 and most recent low was at 70 degrees Fahrenheit on June 22, 1966.

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

For the purpose of reducing the cost of home cooling, the cooling degree days and the table below is provided:

Station ID: #41406 Guam International Airport (Tiyán, Guam)

Variables: Cooling Degree Days, Base: 65

Start Date: July 1970 End Date: July 2017

Output is rounded. Degree days to selected Base Temperatures (F).

Base	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
55	793	717	808	819	864	843	846	832	808	841	820	825	9816
57	731	660	746	759	802	783	784	770	748	779	760	763	9085
60	638	575	653	669	709	693	691	677	658	686	670	670	7989
65	483	434	498	519	554	543	536	522	508	531	520	515	6163
70	328	293	343	369	399	393	381	367	358	376	370	360	4337

Source: Western Regional Climate Center

V.5 Type of Weatherization Work to Be Done

V.5.1 Technical Guides and Materials

Due to the warm climate of the island, weatherization efforts will be directed at improving the efficiency of cooling systems, reduction in electrical energy demand of light fixtures and selected household appliances, client energy education, and mitigate energy-related health and safety concerns. To maximize the benefits of the WAP services, work will be performed by trained personnel and the process will be monitored from initial client application to certification of completed weatherization work.

GEO, in a satisfactory manner, performs program activities according to the "Weatherization Assistance for Low Income Persons Program" regulations pursuant to Part A, U.S.C. 6861-6872 of Title IV of the Energy Conservation and Production Act, Pub. L94-385, 90 Stat. Et. Seq: Title 10, Chapter 2, Part 440 (published in the Federal Register), Friday, December 8, 2000, Vol. 65 No. 237.

GEO field and technical guides used by staff consists of the GEO Energy Audit Priority List (USDOE approved May 2019), GEO Technical Field Guide & Priority List For Single Family Homes (USDOE June 2018), and GEO Weatherization Program Procedure Manual.

Typical work includes refrigerator replacement, window air conditioner replacement, and mini-split air conditioners (approved 5/2019 by USDOE) with Energy Star® qualified appliances, lighting replacement with light-emitting diode (LED) bulbs, low-flow shower heads and faucet aerators. In addition, further work will involve base load reduction measures. Other work includes energy-related health and safety measures. Allowable expenditures are established to meet the requirements of 10 CFR Part 440.18. All work is performed in accordance to local building codes, approved field and technical guides, and DOE-approved energy audit procedures. All materials and specifications are met per the standards set forth in 10 CFR 440, Appendix A.

Field guide types approval dates

Single-Family: 6/18/2018
Manufactured Housing:
Multi-Family: 6/18/2018

V.5.2 Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE

Audit Procedure: Single-Family

Audit Name: Other (specify)

On May 24, 2019, U.S. DOE approved Guam Weatherization Priority List and the Field Guide/Field Standard Approval Form was approved on June 18, 2018.

Approval Date: 5/25/2017

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

Audit Procedure: Manufactured Housing

Audit Name: Other (specify)

Not applicable.

Approval Date: 5/25/2017

Audit Procedure: Multi-Family

Audit Name: Other (specify)

Pending USDOE approval for multi-family buildings three stories or less containing up to 25 units that are each individually heated (i.e., water heater) and cooled.

Approval Date:

Comments

One to Four Unit Buildings

Guam will use the USDOE approved priority list for all 1 to 4 unit buildings. Each energy conservation measure must have a Savings to Investment Ratio (SIR) of at least 1.0 and the total job SIR must also be at least 1.0.

Manufactured Housing

There is no expectation on weatherizing mobile or manufactured housing on Guam.

Multi-family

For small multi-family building with 5 to 25 units, GEO will use the USDOE approved priority list that is used also for 1 to 4 unit buildings.

For large multi-family, shelters, or group homes, GEO will conduct an energy audit to gather information that will be submitted to USDOE for review and approval. No work will commence pending USDOE approval.

V.5.3 Final Inspection

A dwelling unit will not be reported as completed until grantee or its authorized representative, has performed a final inspection to certify that the work has been completed in a workmanlike manner. In addition, the work must agree with the work determined by the energy audit/home assessment and work order. The final inspection shall be performed by an inspector other than the contractor performing the work. The signed inspection form certifies that measures installed should, under reasonable conditions, save energy and make the dwelling more comfortable for the inhabitants. If a designated measure is not installed, then a written explanation must be included in the file and noted on the inspection form.

During the monitoring process, approximately 5% of completed jobs will be randomly inspected by the Grantee staff or a contractor not associated with the daily operation of the WAP. Monitoring will include, but not limited to the evaluation of sample work orders and work inspections. All summary sheets and reports outlining measures on each work will be reviewed.

Final review of all case files is conducted by a grantee staff, thus, should any discrepancies are encountered upon review of the case file and/or during the monitoring visits, the grantee staff will also prepare a work order to address the discrepancies for any units that failed to meet the approved DOE field guide.

V.6 Weatherization Analysis of Effectiveness

In order to document the effectiveness of the Program, GEO continues to obtain energy usage information from occupants of the dwellings

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

weatherized. GEO obtains from the occupant's energy usage bills that cover the period for twelve months prior to weatherization and twelve months after weatherization.

In 2013, GEO, through its consultant, conducted an Energy Savings Report and Analysis for Guam homes weatherized during 2010 and 2011. Based on the recommendations GEO will emphasize on 1) analyze pre-billings prior to the start of the retrofit to determine best savings; 2) through the initial home visits, determine existing conditions of lighting fixtures, refrigerators, air conditioner units working conditions prior to the retrofits, and 3) review total cost of weatherization per home before fixtures/appliances are installed to determine potential payback period. In addition, during the on-site visits, customers will be interviewed to verify customer understanding of completed work and satisfaction level. Reports are generated to assist GEO with unit selection to ensure the on-site monitoring visits will create the best opportunities to review measures that may need improvement, or to review jobs that may have higher measure costs. This allows GEO to determine what training might improve quality of work.

V.7 Health and Safety

Please refer to the Guam WAP Health & Safety Plan attached to the SF-424 application via PAGE.

V.8 Program Management

V.8.1 Overview and Organization

The Guam Energy Office (GEO) will continue administering the Guam Weatherization Assistance Program (WAP) for eligible low income households. Regardless of the limited funding sources reducing staffing for GEO as a line-agency under the Executive Branch, the Guam WAP will continue to be available to provide whole-house approach weatherization services to include inspections, technical assessment, installation, monitoring, health and safety, and client education on energy conservation and efficiency. GEO Director oversees the operations of GEO.

V.8.2 Administrative Expenditure Limits

GEO will not spend more than the allowable administrative cost.

V.8.3 Monitoring Activities

The weatherization work will be conducted by the staff of GEO. The program manager will conduct periodic monitoring visits to assisted units for verification that the completed work is reflected in the job files. Further monitoring will be completed to identify methods, deficiencies, and successes in program operations and to assess technical assistance needs to develop appropriate training courses.

Further monitoring on compliance with all program rules, energy audit procedures, crew operations, client interaction, and data collection and reporting. When problems are discovered, a corrective action plan will be developed for areas needing improvement and training will be provided to staff.

Each weatherized unit shall be inspected by a field inspector, other than the auditor and installer, to ensure that the work is in compliance with required specifications before the unit is reported as completed. A complete inspection, signed by the field inspector shall be placed in each job file.

V.8.4 Training and Technical Assistance Approach and Activities

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET

(Grant Number: EE0007914, State: GU, Program Year: 2020)

The Training and Technical Assistance (T&TA) Plan activities are driven by the overall objectives of saving energy and reducing the state's carbon dioxide and other greenhouse gas emissions. These objectives will be reached through the delivery of quality installations, at the lowest possible cost, to the greatest possible number of dwellings. Furthermore, the activities will incorporate recommendations from GEO field monitoring visits, DOE Project Officer visits, internal state audits, quality assurance reports, and other reports.

The comparison between the effectiveness and the energy savings achieved are determined through field monitoring visits, pre- and post-weatherization analysis of energy usage per home, installation of energy measures, and client education.

Training and technical assistance will be provided through on-site visits, regional training sessions or statewide training sessions. Any out-of-state training meetings or conferences must receive prior approval.

GEO will provide training and technical assistance to staff:

- Routine Technical Assistance. Technical assistance covering any programmatic aspect of operations can be provided during monitoring visits by the monitoring staff or at any time problems are encountered. If the monitor identifies major problems, more extensive technical assistance will be scheduled in the immediate future following the monitoring visit. Technical assistance related to the actual installation of weatherization measures will be provided either by GEO or through trainers.
- State Training. Statewide training will be scheduled by GEO when it is deemed that statewide training is needed. Appropriate staff will be required to attend each state sponsored related training session. Funds are made available to support the expenses incurred while attending the training for agency staff only.
- On-Site Training will be conducted as needed. Classroom and field training sessions will continue for field staff performing energy audits, retrofits, and health and safety tests and repairs. Field training sessions will reinforce classroom training already conducted and will provide updated information on new equipment and components.

Other training may include EPA Lead Renovation, Repair & Painting (LRRP) and 10-Hour OSHA, Lead Safe Weatherization (LSW), basic electrical safety, identification of electrical hazards, fire hazard safety and local code compliance, Combustion Safety Testing, basic mold and moisture awareness training, and indoor air quality.

In addition, client energy education is provided to ensure the maximum effectiveness of the weatherization measures. A staff member works with clients to affect positive change in energy usage habits. Prior to meeting with a client, the staff member will review the client's energy billings and the client questionnaire to educate the client in energy efficiency and energy conservation. Furthermore, the staff member educates the client as to the types of energy measures that were installed in the home. Outreach materials are also provided to the clients as part of the energy education process such as energy saving tips, Guide to Mold, Moisture, and Your Home, Lead-Safe Certified Guide to Renovate Right, and various other energy-related materials.

Percent of overall trainings

Comprehensive Trainings:	57.0
Specific Trainings:	33.0

Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	25.0
Percent of budget allocated to Crew/Installer trainings:	50.0
Percent of budget allocated to Management/Financial trainings:	25.0

V.9 Energy Crisis and Disaster Plan

The Guam Comprehensive Emergency Management Plan developed by the Guam Office of the Homeland Security/Office of Civil Defense is used for the appropriate local and federal entities during an emergency and disaster plan. GEO's role is to provide support to the Guam Power Authority, an autonomous Government of Guam agency under the Executive Branch providing all of the island's energy needs, during an emergency and disaster crisis including an energy emergency crisis. The use of the weatherization funds to address disaster relief activities are only when dwelling unit receiving services are eligible to qualify based on income and building requirement under the Guam WAP. All policies for weatherization must be followed including the Guam WAP Health & Safety Plan. Weatherization funds cannot be used for any activities that will not meet WAP policies and regulations.