

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

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

Eligibility for program assistance is determined under the Federal Poverty Income Guidelines and calculated as described in 10 TAC §6.4. TDHCA conforms to WPN 22-3.

Describe what household eligibility basis will be used in the Program

During the application process, households will be screened for DOE Weatherization benefits and determined eligible if their income is at or below 200% of the Federal Poverty Income Guidelines. Categorical eligibility exists when at least one person in the household receives assistance payments under Title IV or XVI of the Social Security Act at any time during the 12-month period preceding the determination of eligibility. An applicant may also be categorically eligible if the applicant at the time of certification of eligibility is concurrently meeting the income requirements in a HUD means-tested program. Application eligibility expires 12 months from certification of eligibility date if work on dwelling unit has not been initiated.

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

The Welfare Reform Act, officially referred to as the Personal Responsibility and Work Opportunity Act of 1996, H.R. 3734, placed specific restrictions on the eligibility of aliens for "Federal means-tested public benefits" for a period of five years. As defined in a Federal Register notice dated August 26, 1997 (62 FR 45256) the Department of Health and Human Services (HHS) is interpreting "Federal means-tested public benefits" to include only those benefits provided under Federal means-tested, mandatory spending programs. HHS Information Memorandum LIHEAP-IM-25 dated August 28, 1997, states that all qualified aliens, regardless of when they entered the U.S., continue to be eligible to receive assistance and services under the Low-Income Home Energy Assistance Program (LIHEAP) if they meet other program requirements.

To ensure program continuity between LIHEAP and DOE Weatherization for all Subgrantees operating both programs, the DOE Weatherization Assistance Program will follow the interpretation as adopted by HHS. The Department uses the Systematic Alien Verification for Entitlements (SAVE) to determine whether an alien is qualified or unqualified for this program. The Department has provided training and will continue to provide training to Subgrantees who use the SAVE system to verify legal status.

The DOE and LIHEAP WAP are in compliance with LIHEAP-IM-99-10, issued June 15, 1999, which states that weatherization in a multifamily building is not a covered activity for status verification.

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation

TDHCA and subgrantees conform to WPN 22-3. Dwelling Units that can be weatherized include a house, stationary mobile home, an apartment, a group of rooms, or a single room occupied as separate living quarters. For DOE WAP, a Household is an individual or group of individuals, excluding unborn children, who are living together as one economic unit in a Dwelling Unit. A Household whose total combined annual income is at or below 200% of the Federal Poverty Income guidelines, or a Household who is Categorical Eligible; is considered to be eligible. It is the subgrantee's responsibility to establish Dwelling Unit ownership through collected documentation at time of application and determine applicant income eligibility according to [10 TAC §6.4](#) (Income Determination) and [10 TAC §6.406](#) (Subrecipients Requirements for Establishing Priority for Eligible Households and Customer Eligibility).

For multifamily/shelter applications, it is a subgrantee requirement to apply the additional eligibility requirements for multifamily dwelling units and shelters according to [10 TAC §6.414](#) (Eligibility for Multifamily Dwelling Units and Shelter).

Subgrantees maintain a client file for each unit weatherized, including documented proof that the Dwelling Unit is an eligible Dwelling Unit as defined above. The Department verifies that subgrantees have taken the proper steps to ensure that weatherized units are eligible, and review the documentation during their annual monitoring reviews.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Describe Reweathering compliance

Texas permits reweatherization of a unit if 15 years have passed from the unit's previous weatherization completion date in accordance with the Consolidated Appropriations Act of 2021 below. Otherwise, a unit may only be re-weatherized 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 paid for by insurance, per 10 CFR §440.18(f)(2)(ii).

Language from the Consolidated Appropriations Act of 2021 (Page 3269):

AMENDING RE-WEATHERIZATION DATE.—Paragraph (2) of section 415(c) of the Energy Conservation and Production Act (42 U.S.C. 6865(c)) is amended to read as follows:

(2) Dwelling units weatherized (including dwelling units partially weatherized) under this part, or under other Federal programs (in this paragraph referred to as 'previous weatherization'), may not receive further financial assistance for weatherization under this part until the date that is 15 years after the date such previous weatherization was completed. This paragraph does not preclude dwelling units that have received previous weatherization from receiving assistance and services (including the provision of information and education to assist with energy management and evaluation of the effectiveness of installed weatherization materials) other than weatherization under this part or under other Federal programs, or from receiving non-Federal assistance for weatherization."

Previously Weatherized Home Tracking Procedure

Previously weatherized homes and their completion dates are recorded and tracked in the TDHCA Community Affairs Contract System's Previously Weatherized Database by subgrantees and verified by TDHCA through monitoring.

Describe what structures are eligible for weatherization

10 TAC §6.2 and §6.403 includes the following definitions which describe structures eligible for weatherization:

Dwelling Unit--A house, including a stationary mobile home, an apartment, a group of rooms, or a single room occupied as separate living quarters. (This is the same as the definition for Dwelling Unit in 10 CFR §440.3 Definitions)

Multifamily Dwelling Unit--A structure containing more than one Dwelling Unit.

Rental Unit--A Dwelling Unit occupied by a person who pays rent for the use of the Dwelling Unit.

Shelter--A Dwelling Unit or Units whose principal purpose is to house on a temporary basis individuals who may or may not be related to one another and who are not living in nursing homes, prisons, or similar institutional care facilities.

Single Family Dwelling Unit--A structure containing no more than one Dwelling Unit.

Buildings with more than one Dwelling Unit under one roof must follow 10 TAC §6.414, Eligibility for Multifamily Dwelling Units and Shelters.

Describe how Rental Units/Multifamily Buildings will be addressed

In accordance with 10 CFR §440.22(b)(3), the Department requires that Subgrantees keep on file procedures that address protection of renters' rights, to ensure:

- Written permission of the building owner or his agent before commencing work.
- Cash/in-kind contribution from building owner when feasible.
- Benefits of the services accrued primarily to the low-income tenants residing in such units.
- For a reasonable period of time after completion, the household will not be subjected to rent increases (unless those increases are demonstrably related to other matters other than the weatherization work performed).
 - There are adequate procedures whereby the Grantee can receive tenant complaints and owners can appeal, should rental increases occur.
- No undue or excessive enhancement shall occur to the value of the Dwelling Unit.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

- To secure the federal investment and to address issues of eviction from and sale of property, per 10 CFR §440.22(c), Grantees may seek landlord agreement to placement of a lien (or other contractual restrictions) upon the property being weatherized.

The Department will abide by 10 CFR §440.22, ensuring that not less than 66% of the eligible building units (50% for duplexes and four-unit buildings, and certain eligible types of large multifamily buildings) are dwelling units occupied by low-income households, or will become occupied by low-income households, within 180 days under a Federal, State or local government program for rehabilitating the building or making similar improvements. WPN 22-05 provides guidance on the review and verification required for Department of Housing and Urban Development (HUD). Assessments and client file documentation for rental units and multifamily units are also detailed in the Multifamily Weatherization Best Practice posted on the Department's website at:

<https://www.tdhca.state.tx.us/community-affairs/wap/wap-best-practices.htm>

In order to weatherize large multifamily buildings containing 25 or more dwelling units or those with shared central heating (e.g., boilers) and/or shared cooling plants (e.g., cooling tower that use water as the coolant) regardless of the number of dwelling units, Subgrantees must obtain prior written approval through the Department. When necessary, the Department will seek DOE approval.

Subgrantees must submit to the Department a request for approval to weatherize large multifamily buildings. Request for permission must include evidence of significant energy savings because of upgrades to equipment, energy systems, common space, or the building shell. A significant energy savings is defined as having an SIR of 1.0 or greater in the energy audit.

Describe the deferral Process

Deferral of a dwelling unit can occur when an otherwise eligible dwelling unit (e.g., income eligible) cannot receive weatherization services due to certain occupant issues or dwelling characteristics that are beyond the scope of the weatherization program. A Dwelling Unit shall not be weatherized when there is a potentially harmful situation that may adversely affect the occupants or the Subgrantee's weatherization crew and staff, or when a Dwelling Unit is found to have structural concerns that render the Dwelling Unit unable to benefit from weatherization. The Subgrantee must declare their intent to defer weatherization on an eligible unit on the assessment form. The assessment form must include the client's name and address, dates of the assessment, and the date on which the client was informed of the issue in writing. A written notice is required to be given to the client and must include a clear description of the issue(s) causing deferral, conditions under which weatherization could continue, the responsibility of all parties involved, any rights or options the client has (e.g., appeals process), and the process by which the client may re-apply upon requalification for weatherization. A copy of the notice must be signed by the Subgrantee and placed in the client application file while documenting the date it was sent/provided to the client. Only after the issue has been corrected to the satisfaction of the Subgrantee shall weatherization work begin. Subgrantees shall maintain a deferral tracking list which documents all deferrals and their status within the respective service area.

If structural concerns or health and safety issues identified (which would be exacerbated by any weatherization work performed) on an individual unit cannot be abated within program rules or within the allowable WAP limits, the unit exceeds the scope of this program.

Crewmembers or contractors who work on a unit that could or should be a deferral or walk-away do so at their own risk.

V.1.3 Definition of Children

Definition of children (below age): **19**

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.

The 70th Texas Legislature created the Native American Restitutionary Program (Oil Overcharge Restitutionary Act, Texas Government Code, Chapter 2305) for the purposes of providing oil overcharge restitution to Texas Native Americans. In the Texas WAP, the Native-American Indian population is treated and served in the same manner as other applicants.

V.2 Selection of Areas to Be Served

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

The Texas WAP is available to eligible low-income households in all 254 counties of the state. Subgrantees are held responsible for all intake, eligibility, and weatherization activities. If the Subgrantee's performance record is satisfactory according to both state and federal regulations, then the Department may offer to renew the contract if the Subgrantee so desires. The Department's award committee may decline to recommend an award or place conditions on an award based upon its previous participation review as outlined in 10 TAC §1.302.

New or additional DOE subgrantees for counties that become unserved by the DOE WAP will be selected according to DOE regulations found in 10 CFR§440.15 and 10 TAC §1.302. If the Department determines it is necessary to permanently reassign a service area to a new subgrantee, the subgrantee will be chosen in accordance with 10 CFR §440.15 and 10 TAC §1.411. A new or additional subgrantee is defined as a CAA or other public or nonprofit entity that is not currently operating a Department-funded Weatherization Assistance Program. All counties are served by 21 Subgrantees.

The Department may deobligate all or part of the funds provided under this contract as outlined in 10 TAC §6.405 and 10 TAC §1.411. A Subgrantee's failure to expend the funds provided under this State plan in a timely manner may also result in the Subgrantee's ineligibility to receive additional funding during the program year.

Formula Distribution

The Department updates the budget allocation proportion by county and Subgrantee based on poverty income, elderly poverty, median household income (from the most recent decennial U.S. Census data), and climate data (from the National Climatic Data Center, Climate Normals, 2010), as outlined in 10 TAC §6.404.

The Department allocates funds to Subgrantees by applying a formula based upon the DOE allocation for program year; or if the allocation amount is not known, based on an assumption of level funding from the previous program year. Once the allocation amount is known, the formula is re-run. The allocation formulas reflect the most recent decennial U.S. Census data. If any carryover funds are available, they will be distributed by allocation formula and used to increase the number of units to be weatherized. The Department will adjust guidance to reflect the adjusted average expenditure limit per unit for the program year.

The fund allocations for individual service areas are determined by a 5-factor distribution formula as outlined in 10 TAC §6.404:

- (1) Number of non-elderly poverty households per county;
- (2) Number of elderly poverty households per county;
- (3) Median income variance per county;
- (4) Inverse poverty household density ratio per county; and
- (5) County Weather Factor (Heating/Cooling Degree days per county) as a portion of State County Weather.

V.3 Priorities

The Department will ensure by contract that its Subgrantees give priority to weatherizing dwellings owned or occupied by low-income persons who are particularly vulnerable such as the Elderly, Persons with Disabilities, Families with Young Children, Households with High Energy Burden, and Households with High Energy Consumption. Applicants from these groups must be placed at the top of a Subgrantee's waiting list. The Department ensures that Subgrantees give proper attention to these requirements through monitoring/evaluation of the Subgrantee.

V.4 Climatic Conditions

The climatic conditions for the State of Texas are imbedded in the algorithms of the Weatherization Assistant (WA 8.9) energy audit software developed by the Oak Ridge National Laboratory for the Department of Energy. As part of the energy audit modeling, the Department requires the Subgrantee network to select the nearest weather station to the dwelling units. The Weather files imbedded in the WA 8.9 contains 30 year data of Heating and Cooling degree days for each weather station.

As described in the report prepared by the Pacific Northwest National Laboratory for the Department of Energy, the state of Texas has several IECC climate zones. https://www.energy.gov/sites/prod/files/2015/10/f27/ba_climate_region_guide_7.3.pdf

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

These climate zones are used as an aid in helping Subgrantees to identify the appropriate climate designation for the counties in which they are providing WAP services. In addition to prescribing appropriate mechanical equipment (example of climate specific measures would be evaporative cooling which may be prescribed in the Hot Dry climate of Texas and not in the Mixed Humid part of Texas) the IRC prescriptive thermal envelope of measures are different. The climate zones found in Texas are as follows:

1. Hot-Humid

A hot-humid climate is defined as a region that receives more than 20 inches (50 cm) of annual precipitation and where one or both of the following occur:

- A 67°F (19.5°C) or higher wet bulb temperature for 3,000 or more hours during the warmest six consecutive months of the year; or
- A 73°F (23°C) or higher wet bulb temperature for 1,500 or more hours during the warmest six consecutive months of the year.

IRC Prescriptive Thermal Envelope Measures:

Zone 2A		Zone 3A
Ceiling	R 38	R38
Windows	U 0.40	U 0.35
Walls	R13	R13 + 5
Floors	R13	R19
SHGC	0.25	0.25

2. Hot-Dry

A hot-dry climate is defined as a region that receives less than 20 inches (50 cm) of annual precipitation and where the monthly average outdoor temperature remains above 45°F (7°C) throughout the year.

IRC Prescriptive Thermal Envelope Measures:

Zone 3B	
Ceiling	R38
Windows	U 0.35
Walls	R13 + 5
Floors	R19
SHGC	0.25

3. Mixed-Humid

A mixed-humid climate is defined as a region that receives more than 20 inches (50 cm) of annual precipitation, has approximately 5,400 heating degree days (65°F basis) or fewer, and where the average monthly outdoor temperature drops below 45°F (7°C) during the winter months.

IRC Prescriptive Thermal Envelope Measures:

Zone 3A	
Ceiling	R38
Windows	U 0.35
Walls	R13 + 5
Floors	R19
SHGC	0.25

4. Mixed-Dry

A mixed-dry climate is defined as a region that receives less than 20 inches (50 cm) of annual precipitation, has approximately 5,400 heating degree days (50°F basis) or less, and where the average monthly outdoor temperature drops below 45°F (7°C) during the winter months.

IRC Prescriptive Thermal Envelope Measures:

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Zone 4

Ceiling	R49
Windows	U 0.35
Walls	R13 + 5
Floors	R19
SHGC	0.40

In addition to the 2015 IRC adopted by the State of Texas, several individual cities have adopted amendments to the code. The adoption and amendments to the 2015 IRC impact the WA 8.9 energy audits in that cities are required to evaluate user defined measures to meet the codes adopted by each individual city.

V.5 Type of Weatherization Work to Be Done

V.5.1 Technical Guides and Materials

Technical Guides and Materials

All technical guides (for all single family, mobile home, and multifamily buildings) and materials meet the specifications, objectives and desired outcomes outlined in the Standard Work Specifications (SWS). Provided below is an electronic link to all the current, DOE approved field guides and/or standards for single family, mobile homes, and multifamily buildings as well as all other relevant program guidance materials. These materials are available to all Subgrantees and contractors at any time.

<https://www.tdhca.state.tx.us/community-affairs/wap/guidance.htm>

Further, the Department has several Weatherization Best Practices posted at: <https://www.tdhca.state.tx.us/community-affairs/wap/wap-best-practices.htm>

Best practices are developed based upon repeat questions that require more clarity than an FAQ. These have proved highly effective in multiple ways: increased compliance, better understanding on how to assess and proceed, increased consistency across the Network, and reduction in calls for same issues. They often have multiple references and are based upon sound building science principles.

Materials and Work Standards

Subgrantee will include the substance of this section in all subcontracts.

A. Subrecipient shall weatherize eligible dwelling units using only weatherization materials which meet or exceed the standards prescribed by DOE in Appendix A of 10 CFR Part 440, Standard Work Specifications (SWS), and added approved materials noted in WPN 19-4.

B. All weatherization measures installed shall meet or exceed the standards prescribed by DOE in WPN 22-4 regarding Standard Work Specifications, as detailed in the Department's Standard Work Specifications. All Subgrantee agreements and vendor contracts contain language which clearly documents the SWS specifications for work quality outlined in WPN 22-4, Section 2. A signed contract shall confirm that the organization understands and agrees to these expectations.

C. All weatherization work must be performed in accordance to the DOE approved energy audit procedures, 10 CFR Part 440 Appendix A, SWS, State of Texas adopted International Residential Code (or that of jurisdictions authorized by State law to adopt later editions).

Field guide types approval dates

Single-Family: 6/8/2021
Manufactured Housing: 6/8/2021
Multi-Family:

V.5.2 Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Audit Procedure: Single-Family

Audit Name: Other (specify)

NEAT: On October 20, 2020, DOE approved June 2, 2021 to June 2, 2026.

Approval Date: 6/2/2021

Audit Procedure: Manufactured Housing

Audit Name: Other (specify)

MHEA: On October 20, 2020, DOE approved June 2, 2021 to June 2, 2026.

Approval Date: 6/2/2021

Audit Procedure: Multi-Family

Audit Name: Other (specify)

NEAT: 5-24 individually heated and cooled units - DOE approved June 2, 2016, and June 2, 2021, to June 2, 2026. For Multifamily buildings of 25 units or more the Department will seek DOE approval prior to the installation of any weatherization measures.

Approval Date:

Comments

On October 20, 2020, TDHCA received DOE approval for the State of Texas Energy Audit Procedures (i.e., the National Energy Audit Tool (NEAT) and Manufactured Home Energy Audit (MHEA) for Site-Built Single Family, Manufactured, and Small Multifamily Housing for the WAP, effective June 2, 2021 and expiring June 2, 2026. Additionally, TDHCA received approval to utilize Refrigerators and General Heat Waste Measures (i.e., Low Faucet aerators (1.0 gpm or less) and Furnace/Air Conditioner Filters) which were not listed in 10 CFR 440 Appendix A. TDHCA had already received approval on July 1, 2016 to utilize LEDs which were not listed in 10 CFR 440 Appendix A.

To comply with the requirement outlined in WPN 19-4 (Section 2), once the updated version of the NEAT and MHEA audit tool (version 10) is migrated to the web and approved for use by DOE, TDHCA will transition fully to the online version (v10).

V.5.3 Final Inspection

The Department has provided Subgrantees with sufficient T&TA funding to obtain and/or maintain required QCI and MF-QCI certifications by an IREC certified training provider. The Department tracks Subgrantee compliance with unit inspection requirements of WPN 22-4.

The Department has five certified QCI staff who maintain their certifications. The Department annually requires all Subgrantees to report the following for determining the number of units that the Department will inspect for compliance at each agency:

Option 1 (at minimum 5% compliance final inspection required): The Subgrantee will NOT allow the QCI staff member (or third party QCI) who conducts the Final Inspection on any DOE funded/reported unit to perform any other aspect(s) associated with that same unit. E.g., Initial Assessment, NEAT Audit, Work Order, etc.

Option 2 (10% compliance final inspection required): The Subgrantee will have a QCI staff member conduct the Final Inspection on every DOE funded/reported unit AND will also perform other aspect(s) associated with that same unit. E.g., Initial Assessment, NEAT Audit, Work Order, etc.

NOTE: As scheduling permits, compliance will conduct 10% final inspections on completed units for Option 1 as well.

TDHCA survey's the WAP network annually to determine which option is appropriate for each Subgrantee while developing the monitoring schedule. Prior to conducting an onsite monitoring, the option will be verified to ensure an adequate number of units are inspected.

All units are inspected by a certified QCI. In addition to final inspections, a completed QCI Final Inspection Certification Form is required. The form can be found at: <https://www.tdhca.state.tx.us/community-affairs/wap/guidance.htm>.

Subgrantees are required to follow work standards as per the SWS guidelines. This requirement is within Subgrantee contracts, and the SWS guide is posted on the Department's WAP Program Guidance Webpage at <https://www.tdhca.state.tx.us/community-affairs/wap/guidance.htm>

All units are required to be in compliance with DOE/SWS guidelines and successfully pass a local QCI inspection. If a local QCI fails to adequately inspect a unit to meet the most recent DOE/SWS guidelines, the Subgrantee would be out of compliance and reported to the TDHCA Compliance Department for the appropriate action. Any unit that fails to be brought into compliance with current DOE/SWS requirements and/or successfully pass a QCI inspection will require TDHCA to

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

disallow the unit and associated costs. A report will be generated issuing the Subgrantee a finding(s) for the reason(s) of the disallowed cost. In severe or repetitive cases the local QCI will be reported to the certifying agency for further action. In less severe or isolated cases the local QCI would be provided individualized T&TA or a referral to the appropriate Comprehensive training provider.

V.6 Weatherization Analysis of Effectiveness

Pursuant to 10 TAC, Chapter 1, Subchapter C, §1.302, a review of a Subgrantee's compliance history in Department programs must be approved by the Department's Executive Award and Review Advisory Committee (EARAC) and provided to the Department's Board of Directors in order that the Board may consider the compliance history and make and document its award decisions with full knowledge of these matters. Prior to the award of DOE funds to any

Subgrantee, EARAC reviews:

1. Deficiencies, Findings and Concerns identified during the last three years;
2. Any changes in debarment status;
3. Complaint history of the applicant; and
4. If the Subgrantee is subject to the requirement of an annual single audit: Single Audit status, any findings noted in the Single Audit, and the recommendation of the Single Audit Committee.

The Compliance Division submits the results of the information noted above to EARAC. If EARAC finds that a Subgrantee has outstanding monitoring or Single Audit issues, their WAP award may be subject to conditions intended to avoid future noncompliance, and limit disallowed costs.

Additionally and in a separate process, T&TA staff are copied on all monitoring reports and/or a staff meeting is held for monitors to debrief T&TA staff after each visit. In those meetings, monitoring staff relay issues found related to the Subgrantee as well as overall trends identified. Following the monitoring report, T&TA staff provide an initial email to the Subgrantee to provide resources for identified issues. T&TA staff applies this debrief information when determining the needs for agency wide specific T&TA and to plan the training curriculum. When circumstances warrant due to a high amount or degree of monitoring findings and concerns related to energy audit procedures, focused and intensive T&TA from a Weatherization Trainer will take place.

Further, Subgrantee performance is reviewed periodically and at the end of the program year. The Department tracks subgrantee performance over time by reviewing their monthly production and expenditure reports. Subgrantees are required to submit a Production Report on the 15th of each month. If staff determines that a benchmark is missed or a Subgrantee is falling behind on expenditure and/or production, a letter is issued from the Department and the subgrantee is required to submit a written Mitigation Action Plan according to 10 TAC §6.405.

Additionally, based upon monthly submitted production and expenditure reports, individualized TA is provided to ensure full expenditure and an adequate rate of production. T&TA staff analyze the reports submitted by subgrantees and provide T&TA when necessary. Such T&TA may include a course on production oriented management, proper reporting, procurement, and/or other relevant topics.

Analysis of reports includes the following:

- Number of homes completed;
- Number of applications pending;
- Number of homes in progress;
- Contract amount;
- Total funds expended;
- Balance of funds; and
- Special comments

The Department enforces the Deobligation/Reobligation of Awarded Funds rule as laid out in 10 TAC §6.405. While the Department's performance review process has not achieved full expenditure of funds each Program Year (e.g., PY 2017 due to Hurricane Harvey), the Department continuously assesses its processes and researches potential modifications in order to improve. For example, as mentioned previously, the Department oversees the performance and expenditure report and production schedule process and provides technical assistance to individual subgrantees who are on a pathway to nonexpenditure of the full amount of their allocation.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

V.7 Health and Safety

Attached to SF-424

V.8 Program Management

V.8.1 Overview and Organization

The Department is the state's lead agency responsible for affordable housing and community assistance programs. The Department annually administers funds derived from mortgage revenue bond financing and refinancing, federal grants, and federal tax credits.

In 1991, the 72nd Texas Legislature created the Department. The Department's enabling legislation combined programs from the Texas Housing Agency, the Community Development Block Grant Program from the Texas Department of Commerce, and the Texas Department of Community Affairs.

On September 1, 1992, two programs were transferred to the Department from the Texas Department of Human Services: the Low Income Home Energy Assistance Program and the Emergency Nutrition and Temporary Emergency Relief Program. Effective September 1, 1995, in accordance with House Bill 785, regulation of manufactured housing was transferred to the Department. In accordance with House Bill 7, effective September 1, 2002, the Community Development Block Grant and Local Government Services Programs were transferred to the newly created Office of Rural Community Affairs. Effective September 1, 2002, in accordance with Senate Bill 322, the Manufactured Housing Division became an independent entity administratively attached to TDHCA. As a state agency, the Department is under the authority of the Governor of the State of Texas.

The Department's services are offered through three program categories: Single Family Programs, Multifamily Finance Production, and Community Affairs, which administers the WAP.

Prior to PY 22, the Department only subcontracted with a network of Subgrantees that provide WAP services. The network is comprised of community action agencies (CAAs), regional Councils of Government (COGs), and organizations in the other public or private nonprofit entity category. To prepare for the increased WAP funding from the Infrastructure Investment and Jobs Act signed into law on November 15, 2021, the Department may procure a statewide or regional WAP provider(s) to support the Department and the network in providing weatherization assistance throughout all 254 counties in Texas. In addition, the statewide or regional WAP provider(s) can be allocated direct funding, or any voluntarily relinquished or deobligated WAP funds from Subgrantees' annual allocations to ensure full utilization of WAP funds thereby reducing carryover and/or return of funds.

All network Subgrantees are provided a draft copy of the yearly weatherization state plan and a notice of the state public hearing. The public and all Subgrantees are invited and encouraged to participate in the public comment process.

Historically, the regular weatherization program year ran from April through March. Starting PY 2015, the weatherization program year has run from July through June.

The Department will continue to administer the program through Subgrantees in accordance with 10 CFR §440.15 provisions and State regulations. If existing Subgrantees are successfully administering the Program, the Department will offer to renew the contract if the Subgrantee so desires and if grant funds are available. When the Department determines that an organization is not administering the program satisfactorily, it may take the following action:

- Correction of the problem(s) with training or technical assistance;
- Reassignment of the service area (or service area portion) to another existing Subgrantee; or,
- Solicitation or selection of a new or additional Subgrantee in accordance with 10 CFR §440.15 provisions.

A new or additional Subgrantee is defined as a CAA or other public or nonprofit entity that is not currently operating a DOE Weatherization Assistance Program.

Consolidation/downsizing: Any downsizing will occur through normal attrition through a Subgrantee's determination that it can no longer administer the program efficiently/effectively, or through the Department's determination that a Subgrantee can no longer administer the program efficiently/effectively.

Reassignment of service areas for just cause: In the event that a service area can no longer be served by a Subgrantee, the Department reserves the right to reassign service areas. If it appears necessary to permanently reassign the service area, a new Subgrantee may be chosen in an open, competitive solicitation process in accordance with 10 CFR §440.15.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

V.8.2 Administrative Expenditure Limits

The Department may keep up to 7.5% of its grant funds for state administration. An additional 7.5% will be distributed for local WAP field operations under contract. Contract funds are intended for local administration, liability insurance coverage, local fiscal audit, materials, labor, program support and health and safety measures. To help ensure that Subgrantees comply with the full and proper use of all the contract funds, written definitions are provided to Subgrantees on budget categories as deemed necessary. The Department has elected to provide the maximum allowable funds for Subgrantee administration to Subgrantees receiving less than \$350,000, so it has not included procedures for deciding which Subgrantees will receive additional funds. This decision is based on the following factors:

- Subgrantees often have to rely on other programs for WAP outreach and other administrative support;
- Subgrantees have had to adjust budgeting to keep pace with cost-of-living increases -- staff salaries, fringe benefits, rent, postage, travel, etc.;
- The State of Texas is 877 miles from Northern to Southern tips, 834 miles from Eastern to Western tips, and is comprised of a total of 266,807 square miles. The extra geography that Subgrantees have to cover to serve all the area's clients equitably requires additional staff, staff time, postage and phone costs, and vehicle wear and maintenance. (Source of Mileage Data: Texas Department of Transportation);
- Salaries, space, utilities, telephone, and similar costs associated with program support personnel should be charged to program support; and
- The increasing cost of maintaining appropriate qualified staff is challenging.

For Subgrantees receiving over \$350,000, the administrative allowance will be at least 7.5% of each subgrant. For Subgrantees receiving less than \$350,000, the administrative allowance may be increased up to an additional 5% for each subgrant.

V.8.3 Monitoring Activities

The Department will monitor the Weatherization Assistance Program (WAP) with the Monitoring staff included in the budget. Subgrantee is defined as an organization with whom the Department contracts and provides WAP funds, including a statewide or regional WAP provider(s). Names and credentials of Department staff dedicated to monitoring DOE activities are:

- Robert Moore – 11+ years of weatherization experience including as a Texas WAP Subgrantee, BPI QCI, BPI Building Analyst Professional, BPI EA, Lead certified, OSHA 30 and attended DOE sponsored conferences.
- Ben Rose – 7+ years of weatherization experience including as a Texas WAP Subgrantee, BPI QCI, BPI EA, BPI Building Analyst Professional, and Lead certified.
- Open Position - Posted 12/21/2021 - Open until filled.

All staff listed above conduct fiscal/administrative and inspection monitoring activities and are paid for out of the T&TA (40%) budget category.

Compliance Subrecipient Monitoring is staffed with 10 additional monitors not dedicated to weatherization. All of these qualified monitors may be tasked with fiscal and programmatic activities through funds provided by this State plan.

The Department will attempt to monitor each of the DOE Subgrantees during the contract period which will be July 1, 2022 through June 30, 2023. Many of the DOE Subgrantees also receive funds through the Department of Health and Human Services Community Service Block Grant, Low Income Home Energy Assistance Program, Housing and Urban Development HOME Program and Housing and Urban Development Emergency Solutions Grant Program. Whenever possible, all programs that are funded by the Department will be monitored during one visit to the Subgrantee; this may result in a monitoring outside of the regular DOE contract period.

(See PY2022 Tentative Monitoring Schedule attached to SF-424)

The Department understands DOE's expectation and will conduct at least one on-site visit annually to each Subrecipient for technical and fiscal/administrative monitoring.

Financial and Administrative monitoring will include, at minimum, a review of the Subgrantee's General Ledgers and policies and procedures (including procurement) as well as support documentation for reported expenditures. These documents will be reviewed to ensure compliance with DOE, Department and other applicable rules and regulations. The Department will monitor for eligibility through sampled client file reviews. Through sampled unit inspections, Department staff will monitor for installed measures that are allowable and meet or exceed DOE requirements. The Department will review whether charged measures were installed properly and determine compliance with health and safety procedures, client eligibility, energy audit procedures, client education procedures and compliance with the SWS.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

The Department will inspect 5-10% of all completed weatherized units. In order to achieve the 5-10% inspection rate and comply with the requirements of WPN 15-4, the Department is requesting that Subgrantees with a QCI on staff do not have that staff member involved with the weatherized unit prior to final inspection. The Department defines prior involvement as performing the audit, creating the work order or performing any weatherization work on the weatherized unit. The Department has created a QCI Final Inspection Form for Subgrantees which will allow TDHCA to determine if a QCI employed by the Subgrantee had prior involvement with that unit. The Department will review each sampled QCI final inspection document to ensure compliance with the requirement to inspect 5% and will increase the required inspections if necessary.

The Department recognizes that there may be a need to perform additional unit inspections towards the end of the contract period to comply with the requirements of WPN 22-4 if there were not enough units available to sample during the full monitoring review.

More frequent monitoring visits (Fiscal/Administrative and/or Technical) may be conducted for Subgrantees with significant identified risk.

Monitors will complete evaluation instruments to determine a Subgrantee's compliance. The instruments cover Financial and Administrative requirements, health and safety procedures, client eligibility, energy audit procedures, client education procedures, and compliance with the SWS. Compliance Monitors also review the hard copy of the NEAT or MHEA audit which is required to be in the client file to assure that the scope of the work was directed by the audit. Monitors scan documents as support if findings are noted. TDHCA monitors inventory with dedicated review procedures and an inventory testing tool.

The following list provides additional monitoring details that may occur during the monitoring review:

- Monitors may request copies of fiscal records/support documentation and perform a desk review to gauge the fiscal condition of the Subgrantee prior to onsite monitoring.
- As needed, monitors may perform a desk review of records requested but not provided during the onsite review and records requested to clarify issues identified during the onsite monitoring visit. The Department recognizes the requirement to issue the monitoring letter within 30 days of the review. The Department does not consider the review complete until receipt of information needed to ascertain compliance. Monitoring letters will be issued within 30 days of receipt of all necessary information.
- Monitors may test that weatherization activities including but not limited to: energy audits, energy conservation measures, incidental repair measures and health and safety measures are only performed by properly trained Retrofit Installer/Technicians, Crew Leaders, and Energy Auditors that have received comprehensive training (not necessarily certification) that is aligned with DOE's Job Task Analysis for the position in which the weatherization worker is employed.
- Subrecipient failure to provide/maintain support documentation sufficient enough to support activities will result in a recordkeeping finding in accordance with 2 CFR Part 200 and Texas Administrative Code §1.409 Record Retention requirements.

The Department will issue monitoring reports within 30 days of completion of the review. Subgrantees are provided a 30 day corrective action period to respond and provide evidence of correction. On a case by case basis, the Department may grant an extension to respond to the report if there is good cause and the request is made during the corrective action period. The Department will review each response and determine if the Subgrantee has resolved the compliance issue. If the Department determines the issue is not resolved, the Subgrantee will be notified and required to submit an additional response(s) until the compliance issue is resolved. In certain circumstances, the Department may "close" a compliance issue when there remains no additional actions that can be taken to resolve the issue. At the conclusion of this process, any unresolved compliance issues will be reported to DOE, as will any noncompliance that appears in two consecutive monitoring reports. Instances of suspected fraud, waste, or program abuse will be reported immediately to DOE and the Texas State Auditors Office.

The Department will review the annual Single Audits of each Subgrantee agency. The Department requires each Subgrantee to complete an Audit Certification form within 60 days of the end of the entity's fiscal year. This is used to determine if a Single Audit is required. All single audits must be uploaded to the Federal Clearinghouse within nine months of the Subgrantee's fiscal year end or within 30 days of completion. Upon receipt of the Single Audit, a review is completed to determine if the packet submitted is complete and all opinions are provided. If the audit contains findings for Department issued funds, they are reviewed and discussed by the Director of Internal Audit, the Director of Subrecipient Monitoring, the Director for Community Affairs and staff to determine the appropriate steps to ensure the entity addresses the concerns identified in the audit report or management letter. The Department issues correspondence to the entity, identifying what the entity must address, what support documentation is needed and the corrective action measures that must be performed. The entity is provided a time frame to complete the corrective action and to respond to the correspondence.

The Department's Compliance Monitor(s) keep abreast of the required timeframe for the entity to complete the corrective action and to provide the response. When the response is received, the Department reviews the documentation to determine if the corrective action requirements have been met and whether or not to refer the matter to the Department's Enforcement Committee in accordance with Department rules and standard operating procedures. During the next monitoring visit to the entity, the Department will determine if the selection of expenditures or materials reviewed reflect compliance with the respective requirement.

If it is determined that the Subgrantee is not able to administer the weatherization program, the Department will follow the requirements in 10 TAC §2.202

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Contract Closeout.

Virtual Monitoring Overview

In light of the continued health concerns surrounding Coronavirus (COVID-19) and to promote the safety of our citizens, the Department developed a virtual monitoring inspection plan and received approval from DOE to move forward with virtual inspections according to the virtual monitoring inspection plan. The Department will conduct inspections virtually until such time that restrictions are lifted and the safety of our citizens is assured.

Virtual (video) monitoring inspections, being similar to on-site inspections, will be performed to minimize contact and exposure. This type of monitoring encompasses current comprehensive desk review procedures of all digitized client file documentation from intake to the final Subgrantee inspection as well as review of fiscal support documentation. During the desk review continued focus will include eligibility, complete whole house assessment leading to audit measures and needed health and safety measures. Any issue(s) identified will be noted on monitoring report for further follow-up and verification during the remote virtual (video) inspection.

Identified discrepancies, serious and/or questionable health and safety concerns will trigger intensified corrective action or possible onsite examination and confirmation.

Virtual Unit Inspection Technical Monitoring Procedures

Continue utilizing Texas State Plan Monitoring Process inserting virtual unit inspections in lieu of onsite physical inspections.

1. TDHCA issues Subgrantee Technical Monitoring Review Notification Letter.
2. TDHCA communicates with Subgrantee selecting specific weatherized unit to be reviewed.
3. Subgrantee submits selected specific weatherized units client file documentation, final inspection pictures and video recording through TDHCA secure file transfer system.
4. Comprehensive client file desk review completed.
 - a. Performed with evaluation instruments to determine a Subgrantee's compliance, with all questions or concerns noted.
5. Virtual Unit Inspection Technical Monitoring
 - a. Standard final Subgrantee QCI inspections to be completed and videoed
 - b. Schedule virtual instruction training with each Subgrantee to ensure understanding of required photographic and video records of final inspection.
 - c. Conducted by QCI certified TDHCA Staff for units completed and reported.
 - d. Requires Subgrantee's final inspection video recording, pictures and documentation.
 - e. TDHCA Monitor reviews video for completion and SWS and IRC compliance.
 1. If video contains required inspection support, no additional visit is necessary.
 2. If video doesn't adequately address all applicable QCI requirements, then TDHCA requests/schedules an additional Subgrantee visit as a final inspection, that would be interactive (smart phone face time, zoom, etc.) for measures testing missed in the original video.
 - f. Video begins at the street view and continue around entire unit allowing clear observation of all exterior surfaces.
 - g. Continued tour of the unit's interior allowing survey of general condition.
 1. Close-up (zoomed) view of specific areas of work performed and compared against work scope, SWS, and Texas Administrative Code (TAC) standards.
 - h. Subgrantee videos diagnostic testing set up, staff performing tests and final test results.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

i. Required items to be provided by Subgrantee:

- Blower Door
- CAZ Testing
- Zonals
- Exhaust Flow
- Pressure Pans
- Installed Measures

j. Compliance Monitor develops summary notes on testing processes and final test results based on Standard Work Specifications, DOE approved Field Guide, current Weatherization Program Notices, and Texas Administrative Code.

k. Subgrantee required to address any identified Health and Safety issues immediately with appropriate notice to the affected household and to the Department.

l. Subgrantee afforded the opportunity to address any additional non H&S identified issues prior to required monitoring review report release.

6. DEPARTMENT ISSUED MONITORING REPORT

- a. The Department will issue monitoring reports within 30 days of completion of the review.
- b. Subgrantees are provided a 30 day corrective action period to respond and provide evidence of correction.
- c. The Department will review each response and determine if the Subgrantee has resolved the compliance issue.
- d. If the Department determines the issue is not resolved, the Subgrantee will be notified and required to submit an additional response(s) within 30 days. Failure to resolve findings may result in disallowed costs.

V.8.4 Training and Technical Assistance Approach and Activities

(Also see TTA Plan attached to SF-424)

TDHCA ensures all provided trainings are in compliance with the Quality Work Specification and provides Subgrantees with sufficient T&TA funding to:

- Obtain and/or maintain required certifications such as: QCI, MFQCI, Energy Auditor, Lead Safe Renovator, Lead Safe Worker, OSHA 10/30, etc.
- Receive Comprehensive training on a regular basis for occupation-specific training to train on curriculum aligned with the topics within the job task analyses (JTAs). All Comprehensive trainings are administered either by or in cooperation with IREC accredited facilities.
- Receive Specific training to address single-issue, short-term training to address technical skills/knowledge gaps, attend conference trainings, or attend trainings not aligned with a Home Energy Professional (HEP) job task analyses (JTAs). Specific trainings are conducted by Department training and technical staff or a Department approved designee with the exception of training conferences.

Training needs are determined and based upon the following:

- Individual Subgrantee Training Needs Assessments (TNA)
 - TDHCA implemented a new requirement that requires each Subgrantee to complete DOE's WAP T&TA Planning & Reporting Template to identify each Subgrantee's specific training needs. The initial report is required to be submitted within sixty (60) days of the contract execution and is reviewed by TDHCA training staff to ensure each Subgrantee is planning to receive training in needed areas. Throughout the contract terms TDHCA staff monitor for training expenditures to ensure Subgrantee is obtaining needed trainings. Upon the completion of the contract a final version is required to be submitted to document and support training assistance received.
- Grant Requirements or as directed by DOE monitor or audit reports.
- Subgrantee Request. The Department has an online request system, with a T&TA menu list, or section for the Subgrantee to make a specific request or ask specific questions. The Department will contact the requestor and customize training to meet the need.
<https://tdhca.wufoo.com/forms/requestforprogramassistance>
 - In addition, submitted questions or requests are reviewed for creating Best Practices/FAQs or to identify topics for regional trainings, workshops, webinars or individualized training.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

- Monitoring Reports. The Department's compliance team shares monitoring issues with the training team. The training team will initially provide resources and guides to address any findings, and follow up with T&TA as required.
- Subgrantee expenditure performance
 - TDHCA utilizes an online contract system to collect expenditure and performance data from Subgrantees and compares that data to a production tool at minimum on the third, fifth, and seventh program reporting deadline as identified within 10 TAC §6.405.
- Trends across the Network are addressed in regional trainings, workshops, webinars or quarterly webinar calls with the network.
- Management Request. Management may make a specific request and dictate the type of training needed.
- Grantee identified needs
 - Two (2) key areas of a special focus for 2022 are as follows:
 - Quality work through initial assessments
 - Accurate Energy Audit Modeling

The Department has five certified EA/QCI staff who monitor and/or train weatherization Subgrantees on quality weatherization work, proper diagnostics, documentation, and compliance. The Department continues to provide T&TA to assist Subgrantees in preparing for and obtaining required certifications. The Department created an online Web page dedicated to Quality Work Plan requirements that contains guidance and resources. <https://www.tdhca.state.tx.us/community-affairs/wap/quality-work-plan.htm>

NOTE: New Mexico Energy Smart Academy sometimes partners with local Subgrantees to provide IREC certified courses in Texas including MFQCI and Energy Auditor

Comprehensive Training:

Comprehensive trainings are defined as occupation-specific trainings which is part of an overall curriculum aligned with the topics within the given JTA being trained and will be administered by or in cooperation with accredited IREC training providers credentialed for the JTA being taught. Additionally, all required certification testing will be conducted by BPI certified proctors.

The current focus for Comprehensive training will include the following:

- Ensuring all twenty one (21) Subgrantees have staff (or subcontractors as applicable) certified and trained in the profession in which the worker is employed.
 - Employment categories include: Energy Auditor (EA), Quality Control Inspector (QCI), Retrofit Installer (RI) and Crew Leader (CL).
 - As a prerequisite to BPI advanced certifications, TDHCA recommends successful training and completion of an appropriate BPI core certification on such as Building Analyst or Envelope Professional.
- Ensuring all twenty one (21) Subgrantees continue to receive Comprehensive training on a regular basis for occupation-specific topics within the perspective job task analyses (JTAs) the worker is employed.
- Ensuring all 21 Subgrantees receive Energy Audit Modeling or Assessment related training to address identified monitoring concerns.
 - To comply with the requirement outlined in WPN 194 (Section 2), once the updated version of the NEAT and MHEA audit tool (version 10) is migrated to the web and approved for use by DOE, TDHCA will plan the training approach and transition fully to the online version (v10).

In compliance with Section 2 of WPN 22-4, the Department will perform a training needs assessment (TNA) to ensure comprehensive training for each category listed above is planned for and that required certification are maintained as applicable. Whereas it is the responsibility of the Department to provide funds for training through or in conjunction with IREC training providers, it is the responsibility of the Subgrantee to ensure training is completed by staff and/or subcontractors. The Department will monitor Subgrantee training plan progress and track credentials. Weatherization staff that do not meet the requirements outlined within WPN 22-4 may not function unsupervised until training and/or certification requirements are met.

Specific Training:

Specific trainings are defined as training for single-issue, short-term training to address technical skills or knowledge gaps. Conference trainings and any training not aligned with a Home Energy Professional JTA are included in this category. Specific training will be provided by Department training and technical assistance staff or a designee with the exception of training conferences. With experience as Program Officers and Trainers, the staff has experience in Subgrantee monitoring, unit assessments, audits, materials installation, inspections, and the training and technical assistance that support each. The staff consists of:

- Chad Turner – 20+ years of WAP experience including as a Texas WAP Subgrantee, BPI QCI, MFQCI, BPI EA, BPI Building Analyst Professional, OSHA 30 and attended DOE sponsored conferences.
- Laura Saintey-10+ years experience in the construction industry and 9+ years experience in the WAP. QCI certified, OSHA 10, BPI Building Analyst Professional, and attended DOE sponsored conferences.
- Kevin Glienke – 11+ years in WAP as a monitor/trainer, BPI Building Analyst Professional, BPI QCI, MFQCI, BPI EA, and attended DOE sponsored conferences.

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

- Robert Moore – 12+ years of weatherization experience including as a Texas WAP Subgrantee, BPI QCI, BPI Building Analyst Professional, BPI EA, Lead certified, OSHA 30 and attended DOE sponsored conferences.
- Ben Rose – 8+ years of weatherization experience including as a Texas WAP Subgrantee, BPI QCI, BPI EA, BPI Building Analyst Professional, and Lead certified

The current focus for Specific trainings will include the following:

- New manager training
 - New manager training is required within three months of being hired and may be requested through the online training request system. Training includes a broad overview of the program history, applicable rules, reporting requirements, and available resources.
- Monitoring report based training
 - Another form of specific trainings are trainings that arise out of necessity due to monitoring issues. Subgrantees are monitored as described in V.8.3 Monitoring Activities of this Plan and results of those monitoring visits are shared with T&TA staff. Any issues as a result of a monitoring visit are analyzed by T&TA staff to determine how best to train the Subgrantee to resolve the issue(s).
 - While the majority of monitoring issues are addressed through the Comprehensive training approach, T&TA staff often provide short-term training to address technical skills or knowledge gaps through the Specific approach. Additionally T&TA staff help Subgrantees review their monitoring report to develop a training plan and to identify Comprehensive training(s) needs. After Comprehensive training(s) are performed a follow-up is performed by T&TA staff to ensure of training comprehension. If necessary T&TA staff provide one on one assistance to ensure the issue(s) are fully addressed/resolved.
- One-on-one technical assistance request for WAP Subgrantees.
 - T&TA staff are available daily to answer specific T&TA request, discuss/provide options for encountered scenarios, help locate applicable program guidance, etc.
 - Grantee/subgrantee knowledge and understanding of virtual platforms has increased capacity in this area tremendously.
- Quarterly Network Calls
 - Quarterly Network Webinar Call will cover topics based upon need and identified areas of concern. Topics typically include:
 - Program Requirements and Updates
 - Monitoring Concerns
 - Technical Issues
 - Health & Safety Concerns
 - Upcoming Training Dates
 - Resources
- WAP E-Newsletter
 - A WAP newsletter will be emailed to the network on an as needed basis (i.e., as information becomes available) to provide WAP related information to the network (e.g., program and technical requirements, updates, training opportunities).

For formal specific trainings requested by the subgrantee, a report will be produced indicating Subgrantee staff present, materials and documents presented to the Subgrantee, and expected outcomes.

Ramifications for Noncompliance with Training Requirements

Ramifications for noncompliance with Comprehensive training and/or Specific training can be awards that contain condition(s) which the noncompliant Subgrantee must comply with in order to receive funding. Conditions can be minor (e.g., submittal of a credential to the Department) or severe (e.g., closely supervised final QCIs by Department training staff to determine quality of weatherization measures installed).

Subgrantee Evaluation of Training Activities

Subgrantees will be given the opportunity to provide feedback through online training evaluations. These evaluations are reviewed to make improvements to future T&TA. Training staff will conduct periodic surveys to solicit input from Subgrantees and will evaluate pass rates for certification testing. In order to evaluate compliance with the Quality Work Specifications and the efficacy of its training activities, the training staff will review a Subgrantee's training activities semiannually and compare those to the Subgrantee's monitoring reports.

Client Education

The Department requires Subgrantees to provide client education to each client. Subgrantees are required to provide (at a minimum) educational materials in verbal and written format. Client education may include temperature strips that indicate the temperature in the room, energy savings materials, and instructions for equipment operation and/or maintenance.

Percent of overall trainings

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Comprehensive Trainings:	66.0
Specific Trainings:	34.0

Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	50.0
Percent of budget allocated to Crew/Installer trainings:	30.0
Percent of budget allocated to Management/Financial trainings:	20.0

V.9 Energy Crisis and Disaster Plan

n/a

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Alamo Area Council of Governments (San Antonio)	\$603,224.00 58
BakerRipley (Houston)	\$897,715.00 90
Brazos Valley Community Action Program (College Station)	\$242,844.00 22
Combined Community Action, Inc. (Giddings)	\$165,729.00 14
Community Action Committee of Victoria Texas (Victoria)	\$221,484.00 19
Community Action Corporation of South Texas (Alice)	\$805,485.00 80
Community Council of South Central Texas, Inc (Seguin)	\$242,473.00 22
Concho Valley Community Action Agency (San Angelo)	\$141,237.00 11
Dallas County Health & Human Services (Dallas)	\$582,804.00 55
Economic Opportunities Advancement Corporation (Waco)	\$209,766.00 18
El Paso Community Action Program, Project Bravo (El Paso)	\$326,023.00 30
Fort Worth, City of (Fort Worth)	\$349,028.00 32
Greater East Texas Community Action Program (Nacogdoches)	\$670,934.00 66
Hill Country Community Action Association, Inc. (San Saba)	\$200,611.00 17
Nueces County Community Action Agency (Corpus Christi)	\$128,648.00 10
Panhandle Community Services (Amarillo)	\$203,991.00 18
Rolling Plains Management Corporation (Crowell)	\$307,436.00 28
South Plains Community Action Association, Inc. (Levelland)	\$186,740.00 16
Texoma Council of Governments (Sherman)	\$401,146.00 34
Travis County Health and Human Services and Veterans Services (Austin)	\$222,851.00 18
West Texas Opportunities (Lamesa)	\$202,022.00 16
Total:	\$7,312,191.00 674

IV.2 WAP Production Schedule

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

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

Weatherization Plans	Units	
Total Units (excluding reweatherized)		<div style="border: 1px solid black; padding: 2px; display: inline-block;">674</div>
		674
Reweatherized Units		<div style="border: 1px solid black; padding: 2px; display: inline-block;">0</div>
		0
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		674
C Total Units Reweatherized		0
D Total Dwelling Units to be Weatherized and Reweatherized (B + C)		674
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		\$4,580,431.00
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)		674
H Average Program Operations Costs per Unit (F divided by G)		\$6,795.89
I Average Vehicles & Equipment Acquisition Cost per Unit (from line E)		\$0.00
J Total Average Cost per Dwelling (H plus I)		\$6,795.89

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	674	29.3	19748
Prior Year Estimate	1269	29.3	37182
Prior Year Actual	381	29.3	11163
Method used to calculate savings description:			

IV.4 DOE-Funded Leveraging Activities

N/A

IV.5 Policy Advisory Council Members

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

Combined Community Action Inc.	Type of organization: Non-profit (not a financial institution) Contact Name: Kelly Franke Phone: (979)540-2985 Email: KJFranke@ccaction.com
Greater East Texas Community Action Program	Type of organization: Non-profit (not a financial institution) Contact Name: Karen Swenson, Executive Director Phone: 9365642491 Email: kswenson@get-cap.org
Health and Human Services Commission	Type of organization: Unit of State Government Contact Name: Keely Lee Phone: 5122065649 Email: keely.lee@hhs.texas.gov
Ysleta Del Sur Pueblo-tigua Indian Reservation	Type of organization: Indian Tribe Contact Name: Albert Alvidrez Phone: 9158344925 Email: albert.alvidrez@tdhca.state.tx.us

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

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

03/10/2022 TDHCA Board of Directors authorizes release of draft State Plan for public comment.

03/14/2022 Draft State Plan and notice of public hearing posted on the TDHCA website; public listserv announcement sent announcing availability of draft State Plan and public hearing details.

03/25/2022 Announcement of public hearing for draft State Plan published in Texas Register. Public comment period for draft State Plan begins.

04/07/2022 Public Hearing Webinar for the DOE State Plan. Conducted virtually in accordance with DOE guidance as a result of the COVID19 pandemic.

04/18/2022 Comment period for the DOE State Plan ends at 5:00 pm (CST).

04/19/2022 WAPAC meeting regarding DOE State Plan.

05/03/2022 If no significant public comment is received, Final DOE State Plan and list of awardees submitted to DOE.

05/12/2022 If significant public comment is received, Final DOE State Plan and list of awardees will be presented at TDHCA Board of Directors meeting for approval and submitted to DOE thereafter. The meeting also serves as a Public Hearing.

IV.7 Miscellaneous

Recipient Business Officer

Michael De Young
Michael.deyoung@tdhca.state.tx.us
221 East 11th Street
Austin, Texas 78701
(512) 475-2125

Recipient Principal Investigator

Gavin Reid
gavin.reid@tdhca.state.tx.us
221 East 11th Street
Austin, Texas 78701
(512) 936-7828

Policy Advisory Council

The Weatherization Assistance Program Policy Advisory Council (PAC) currently has four slots and is representative of organizations and agencies and provides balance, background, and sensitivity with respect to solving the problems of low-income persons, including weatherization and energy conservation problems. The PAC meets annually at the end of the public hearing period to discuss the DOE plan and comments received.

Two of the slots, filled by the PAC members from Combined Community Action and the Greater East Texas Community Action Program, represent the low-income, elderly, and disabled population. The third slot, filled by the PAC member from the Texas Health and Human Services Commission, represents the low-income, elderly and persons with disabilities. A fourth slot representing Native Americans is occupied by a member of the Ysleta Del Sur Pueblo-Tigua Indian Reservation.

Liability Insurance

The liability insurance separate line item includes pollution occurrence insurance in addition to the general liability insurance. Most regular liability insurance policies do not provide coverage for potential effects of many health and safety measures, such as lead disturbances and other pollution occurrence items. The Department strongly recommends the Subgrantees require their contractors to carry pollution occurrence insurance to avoid liability for any mistakes the contractors may make. Each Subgrantee should get a legal opinion regarding the best course to take for implementing the pollution occurrence insurance coverage.

Weatherization Readiness Fund (WRF)

WRFs are to be used by subgrantees in addressing structural and health and safety issues to reduce the number of deferred homes that require other services which are outside the scope of weatherization, before weatherization measures can be installed. WRFs are distributed to the 21 subgrantees per the distribution formula in §6.404. Households will be prioritized according to 10 TAC 6.406(c) wherein subgrantees must establish a written procedure to serve Households that have a Vulnerable Population household member, Households with High Energy Burden, and Households with High Energy Consumption. High Energy Burden shall be the highest rated item in sliding scale priority determinations. The Subgrantee must maintain documentation of the use of the criteria.

The maximum amount of WRFs to be used per home is \$4,000. WRFs will be tracked for each dwelling unit and at a minimum capture measures/repairs and associated costs. The Department's Subrecipient Monitoring Division will monitor these funds as part of the Grantee's annual monitoring of Subgrantees, ensuring

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

(Grant Number: EE0009933, State: TX, Program Year: 2022)

the WRFs are expended according to the policy written by the subgrantee.

Examples of repairs can include: roof repair, wall repair (exterior or interior), ceiling repair, floor repair, foundation or subspace repair, exterior drainage repair, plumbing repairs, electrical repairs, clean-up beyond scope of weatherization.

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Name: **Alamo Area Council of Governments**

Contact: Gene Hartman

UEI: M8MHKZAERQN6

DUNS: 010544658

Address: 8700 Tesoro Dr., Ste. 700
San Antonio, TX 78217-0000

Phone: (210) 918-1288

Fax: (210) 225-5937

Email: ghartman@aacog.com

Counties served: KARNES County

Tentative allocation: \$ 603,224.00

Congressional

CD

COMAL County

Planned units: 58

districts served:

TX-35

KERR County

Type of organization: Unit of local government

TX-11

ATASCOSA County

TX-28

KENDALL County

TX-20

GILLESPIE County

TX-23

MEDINA County

TX-15

BANDERA County

TX-21

FRIO County

WILSON County

BEXAR County

GUADALUPE County

Source of labor: Contractors

Name: **BakerRipley**

Contact: Angela Blanchard

UEI: ENEFBVMQMHP1

DUNS: 073032765

Address: PO Box 271389
Houston, TX 77277-0000

Phone: (713) 666-7940

Fax: (832) 413-5803

Email: ablanchard@neighborhood-centers.org

Counties served: HARRIS County

Tentative allocation: \$ 897,715.00

Congressional

CD

served:

Planned units: 90

districts served:

TX-29

Type of organization: Non-profit organization

TX-10

TX-07

TX-02

TX-22

TX-09

TX-36

TX-08

TX-18

Source of labor: Agency

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Name:	Brazos Valley Community Action Program		Contact:	Bobby Hubley	
			UEI:	RLNRM8ABNL81	
			DUNS:	080377093	
Address:	1500 University Drive East		Phone:	(979) 383-2341	
	College Station, TX 77840-0000		Fax:	(979) 260-9390	
			Email:	bhubley@capbv.org	
Counties served:	GRIMES County	Tentative allocation:	\$ 242,844.00	Congressional	CD
	MONTGOMERY County	Planned units:	22	districts served:	TX-08
	ROBERTSON County	Type of organization:	Non-profit organization		TX-18
	WALKER County				TX-10
	WALLER County				
	MADISON County				
	BRAZOS County				
	BURLESON County				
	LEON County				
	WASHINGTON County				
		Source of labor:	Contractors		

Name:	Combined Community Action, Inc.		Contact:	Ms. Kelly Franke	
			UEI:	JLFBKC8EB6J1	
			DUNS:	010536613	
Address:	165 W. Austin Street		Phone:	(979) 540-2980	
	Giddings, TX 78942-0000		Fax:	(979) 542-9565	
			Email:	kjfranke@ccaction.com	
Counties served:	FORT BEND County	Tentative allocation:	\$ 165,729.00	Congressional	CD
	COLORADO County	Planned units:	14	districts served:	TX-27
	BLANCO County	Type of organization:	Non-profit organization		TX-22
	HAYS County				TX-09
	LEE County				TX-10
	FAYETTE County				TX-21
	AUSTIN County				TX-25
	CALDWELL County				TX-35
	BASTROP County				
		Source of labor:	Contractors		

Name:	Community Action Committee of Victoria Texas		Contact:	Ms. Vicki Smith	
			UEI:	E9BEK4D116N7	
			DUNS:	627375140	
Address:	P.O. Box 3607		Phone:	(361) 578-2989	
	Victoria, TX 77903-3607		Fax:	(361) 578-0062	
			Email:	vickismith@cacv.us	

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	MCMULLEN County	Tentative allocation: \$ 221,484.00	Congressional districts served:	CD
	GOLIAD County			TX-14
	VICTORIA County	Planned units: 19	Type of organization: Non-profit organization	TX-15
	CALHOUN County			TX-28
	LIVE OAK County			TX-35
	WHARTON County			TX-22
	BEE County			TX-27
	ARANSAS County			
	REFUGIO County			
	DEWITT County			
	BRAZORIA County			
	MATAGORDA County			
	GONZALES County			
	JACKSON County			
	LAVACA County			
	Source of labor: Contractors			

Name: Community Action Corporation of South Texas		Contact: Ms. Ann Awalt		
		UEI: QJDMPVUCL678		
		DUNS: 021546288		
Address:	204 E. 1st Street	Phone: (361) 664-0145		
	Alice, TX 78333-1820	Fax: (361) 664-0120		
		Email: ann.awalt@cacost.org		
Counties	ZAPATA County	Tentative allocation: \$ 805,485.00	Congressional	CD
served:	KENEDY County		Planned units: 80	districts served:
	SAN PATRICIO County	Type of organization: Non-profit organization		TX-27
	WILLACY County			TX-15
	DUVAL County			TX-28
	STARR County			
	JIM WELLS County			
	CAMERON County			
	JIM HOGG County			
	WEBB County			
	BROOKS County			
	HIDALGO County			
	KLEBERG County			
Source of labor: Contractors				

Name: Community Council of South Central Texas, Inc		Contact: Mr. Bobby Deike	
		UEI: TGRQH6BCFUL3	
		DUNS: 082160151	
Address:	1410 E. Court Street	Phone: (830) 303-4376	
	Seguin, TX 78155-0000	Fax: (830) 372-5354	
		Email: bdeike@ccsct.org	

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	EDWARDS County MAVERICK County LA SALLE County KINNEY County ZAVALA County REAL County UVALDE County VAL VERDE County DIMMIT County	Tentative allocation: \$ 242,473.00 Planned units: 22 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> TX-28 TX-21 TX-23
Source of labor: Contractors				

Name: **Concho Valley Community Action Agency**

Contact: Mr. Mark Bethune
UEI: MM16R7ZMUZ86
DUNS: 078547106
Phone: (325) 653-2411
Fax: (325) 658-3147
Email: mbethune@cvcaa.org

Address: P.O. Box 671
San Angelo, TX 76902-0000

Counties served:	KIMBLE County SCHLEICHER County MENARD County COLEMAN County SUTTON County RUNNELS County REAGAN County CONCHO County COKE County IRION County TOM GREEN County MCCULLOCH County CROCKETT County STERLING County	Tentative allocation: \$ 141,237.00 Planned units: 11 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> TX-23 TX-11
Source of labor: Contractors				

Name: **Dallas County Health & Human Services**

Contact: Dr. Philip Huang
UEI: ER74JB3UL5E9
DUNS: 073128597
Phone: (214) 819-1858
Fax: (214) 819-6022
Email: philip.huang@dallascounty.org

Address: 2377 N. Stemmons Freeway, Suite 600
Dallas, TX 75207-2710

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	DALLAS County	Tentative allocation:	\$ 582,804.00	Congressional districts served:	<u>CD</u> TX-26
		Planned units:	55		TX-05
		Type of organization:	Unit of local government		TX-24
					TX-30
					TX-33
					TX-32
		Source of labor:	Contractors		

Name:	Economic Opportunities Advancement Corporation	Contact:	Robert Kunze
		UEI:	TZQ5SPWEJK87
		DUNS:	099925414
Address:	500 Franklin Avenue	Phone:	(254) 753-0331
	Waco, TX 76701-2111	Fax:	(254) 754-0046
		Email:	robert.kunze@eoacwaco.org

Counties served:	ELLIS County LIMESTONE County FALLS County BOSQUE County MCLENNAN County HILL County FREESTONE County JOHNSON County NAVARRO County	Tentative allocation:	\$ 209,766.00	Congressional districts served:	<u>CD</u> TX-06
		Planned units:	18		TX-17
		Type of organization:	Non-profit organization		TX-25
		Source of labor:	Contractors		

Name:	El Paso Community Action Program, Project Bravo	Contact:	laura Ponce
		UEI:	SSYHPNN6LWD9
		DUNS:	164982159
Address:	PO Box 3445	Phone:	(915) 562-4100
	El Paso, TX 79923-0000	Fax:	(915) 562-8952
		Email:	lponce@projectbravo.org

Counties served:	EL PASO County	Tentative allocation:	\$ 326,023.00	Congressional districts served:	<u>CD</u> TX-23
		Planned units:	30		TX-16
		Type of organization:	Non-profit organization		
		Source of labor:	Contractors		

Name:	Fort Worth, City of	Contact:	Sonia Singleton
		UEI:	FXG4SWSNZKT9
		DUNS:	073170458
Address:	1000 Throckmorton St.	Phone:	(817) 392-7331
	Fort Worth, TX 76102-0000	Fax:	(817) 392-7328
		Email:	sonia.singleton@fortworthgov.org

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	TARRANT County	Tentative allocation: \$ 349,028.00	Congressional districts served:	<u>CD</u> TX-33
		Planned units: 32		TX-06
		Type of organization: Unit of local government		TX-25
				TX-12
				TX-26
				TX-24
		Source of labor: Contractors		

Name: **Greater East Texas Community Action Program**

Contact: Ms. Karen Swenson

UEI: E7DENLK38M31

DUNS: 093974376

Address: P.O. Box 631938
Nacogdoches, TX 75963-0000

Phone: (936) 564-2491

Fax: (936) 564-0302

Email: kswenson@get-cap.org

Counties served:	GREGG County	Tentative allocation: \$ 670,934.00	Congressional districts served:	<u>CD</u> TX-04
	GALVESTON County	Planned units: 66		TX-14
	UPSHUR County	Type of organization: Non-profit organization		TX-36
	HARRISON County			TX-01
	NACOGDOCHES County			TX-08
	RUSK County			TX-05
	LIBERTY County			
	JASPER County			
	HENDERSON County			
	SHELBY County			
	HOUSTON County			
	POLK County			
	CHAMBERS County			
	SAN AUGUSTINE County			
	ANGELINA County			
	VAN ZANDT County			
	CHEROKEE County			
	KAUFMAN County			
	ORANGE County			
	ANDERSON County			
	PANOLA County			
	SABINE County			
	HARDIN County			
	SAN JACINTO County			
	WOOD County			
	NEWTON County			
	SMITH County			
	TRINITY County			
	TYLER County			
	JEFFERSON County			
		Source of labor: Contractors		

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Name:	Hill Country Community Action Association, Inc.		Contact:	Ms. Tama Shaw	
			UEI:	GF62XK6FHZK1	
			DUNS:	097052021	
Address:	P.O. Box 846		Phone:	(325) 372-5167	
	San Saba, TX 76877-0000		Fax:	(325) 372-3526	
			Email:	tshaw@hccaa.com	
Counties served:	MILAM County	Tentative allocation:	\$ 200,611.00	Congressional districts served:	CD
	MASON County	Planned units:	17		TX-25
	WILLIAMSON County	Type of organization:	Non-profit organization		TX-11
	LAMPASAS County				TX-17
	BELL County				TX-31
	ERATH County				
	MILLS County				
	LLANO County				
	SOMERVELL County				
	HAMILTON County				
	BURNET County				
	SAN SABA County				
	CORYELL County				
		Source of labor:	Contractors		

Name:	Nueces County Community Action Agency		Contact:	Ms. Alma Barrera	
			UEI:	DH64RBBMH913	
			DUNS:	010527190	
Address:	101 South Padre Island Drive		Phone:	(361) 883-7201	
	Corpus Christi, TX 78405-0000		Fax:	(361) 883-9173	
			Email:	abarrera@nccaatx.org	
Counties served:	NUECES County	Tentative allocation:	\$ 128,648.00	Congressional districts served:	CD
		Planned units:	10		TX-27
		Type of organization:	Non-profit organization		
		Source of labor:	Contractors		

Name:	Panhandle Community Services		Contact:	Ms. Magi York
			UEI:	Y8SMXLUWJ489
			DUNS:	060163532
Address:	P.O. Box 32150		Phone:	(806) 372-2531
	Amarillo, TX 79120-2150		Fax:	(806) 373-8143
			Email:	magi.york@pcsvcs.org

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	HUTCHINSON County	Tentative allocation: \$ 203,991.00	Congressional	CD
	COLLINGSWORTH Count	Planned units: 18	districts served:	TX-13
	RANDALL County	Type of organization: Non-profit organization		TX-19
	PARMER County			
	DEAF SMITH County			
	HANSFORD County			
	CASTRO County			
	CHILDRESS County			
	DONLEY County			
	GRAY County			
	DALLAM County			
	OLDHAM County			
	ROBERTS County			
	SWISHER County			
	HARTLEY County			
	LIPSCOMB County			
	OCHILTREE County			
	WHEELER County			
	CARSON County			
	BRISCOE County			
	POTTER County			
	MOORE County			
	ARMSTRONG County			
	SHERMAN County			
	HALL County			
	HEMPHILL County			
Source of labor: Contractors				

Name: **Rolling Plains Management Corporation**

Address: P.O. Box 490
Crowell, TX 79227-0000

Contact: Ms. Debra Thomas
UEI: JC2JLAPKQ9T6
DUNS: 621106368
Phone: (940) 684-1571
Fax: (940) 684-1693
Email: debra.thomas@rollingplains.org

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:		Tentative allocation: \$ 307,436.00	Congressional districts served:	CD
	ARCHER County	Planned units: 28		TX-12
	STONEWALL County	Type of organization: Non-profit organization		TX-19
	HOOD County			TX-13
	CALLAHAN County			TX-11
	MONTAGUE County			
	EASTLAND County			
	WILBARGER County			
	SHACKELFORD County			
	STEPHENS County			
	PARKER County			
	WISE County			
	COMANCHE County			
	BROWN County			
	WICHITA County			
	JACK County			
	FOARD County			
	CLAY County			
	YOUNG County			
	KNOX County			
	HASKELL County			
	THROCKMORTON County			
	TAYLOR County			
	HARDEMAN County			
	JONES County			
	PALO PINTO County			
	KENT County			
	BAYLOR County			
Source of labor: Contractors				

Name: **South Plains Community Action Association, Inc.**

Address: P.O. Box 610
Levelland, TX 79336-0000

Contact: Mr. W.D. Powell, Jr.
UEI: JY5LJ6AVBB15
DUNS: 094254547
Phone: (806) 894-6104
Fax: (806) 894-5349
Email: bill.powell@spcaa.org

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Counties served:	LYNN County	Tentative allocation:	\$ 186,740.00	Congressional districts served:	CD
	LAMB County				TX-19
	DICKENS County	Planned units:	16	Type of organization: Non-profit organization	TX-13
	LUBBOCK County				
	TERRY County				
	GARZA County				
	HALE County				
	KING County				
	COCHRAN County				
	YOAKUM County				
	HOCKLEY County				
	CROSBY County				
	BAILEY County				
	MOTLEY County				
	FLOYD County				
Source of labor:		Contractors			

Name: **Texoma Council of Governments**

Contact: Eric Bridges
UEI: DBJNSNAJZCM6
DUNS: 879884815
Phone: (903) 813-3512
Fax: (903) 813-3511
Email: ebridges@texoma.cog.tx.us

Address: 1117 Gallagher Drive Suite 300
Sherman, TX 75090-0000

Counties served:	HUNT County	Tentative allocation:	\$ 401,146.00	Congressional districts served:	CD
	FANNIN County				TX-32
	LAMAR County	Planned units:	34	Type of organization: Unit of local government	TX-03
	FRANKLIN County				TX-24
	BOWIE County				TX-13
	HOPKINS County				TX-26
	RAINS County				TX-04
	CAMP County				
	ROCKWALL County				
	COLLIN County				
	DENTON County				
	DELTA County				
	MARION County				
	GRAYSON County				
	RED RIVER County				
	CASS County				
	TITUS County				
	MORRIS County				
	COOKE County				
	Source of labor:	Contractors			

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: TX Grant Number: EE0009933 Program Year: 2022

Name: Travis County Health and Human Services and Veterans Services	Contact: Ms. Sherri Fleming	
	UEI: GXKLEZK8C7U8	
	DUNS: 030908842	
Address: P.O. box 1748	Phone: (512) 854-4100	
Austin, TX 78767-0000	Fax: (512) 854-4123	
	Email: sherri.fleming@co.travis.tx.us	
Counties served: TRAVIS County	Tentative allocation: \$ 222,851.00	Congressional districts served: <u>CD</u>
	Planned units: 18	TX-17
Type of organization: Unit of local government		TX-10
		TX-35
		TX-25
		TX-21
	Source of labor: Contractors	

Name: West Texas Opportunities	Contact: Ms. Jenny Gibson	
	UEI: LW3ACPAWVBH3	
	DUNS: 119849495	
Address: P.O. Box 1308	Phone: (806) 872-8354	
Lamesa, TX 79331-0000	Fax: (806) 872-5816	
	Email: jenny.gibson.wto@gmail.com	
Counties served: FISHER County	Tentative allocation: \$ 202,022.00	Congressional districts served: <u>CD</u>
GAINES County	Planned units: 16	TX-11
BORDEN County	Type of organization: Non-profit organization	TX-23
MITCHELL County		TX-19
WINKLER County		
REEVES County		
MIDLAND County		
LOVING County		
GLASSCOCK County		
ECTOR County		
UPTON County		
WARD County		
HOWARD County		
NOLAN County		
ANDREWS County		
DAWSON County		
MARTIN County		
SCURRY County		
	Source of labor: Contractors	

U.S. Department of Energy
BUDGET INFORMATION REMARKS

(Grant Number: EE0009933)

Remarks

Grantee will cost allocate all Grantee Administration and T&TA across all applicable programs. DOE will not be charged 100% of any cost that is subject to cost allocation.

Remaining T&TA funding (\$219,700) was placed into Program dollars to address additional units.

Staff time (salaries) that are not applicable to DOE will be covered by the other programs that each staff member is responsible for working on. This may include LIHEAP, CSBG, LIHWAP, & Section 8.

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009933		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Texas P.O. BOX 13941 Austin, TX 787113941		4. Program/Project Start Date 07/01/2022	5. Completion Date 06/30/2023

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 WAP Formula Funds	81.042	\$ 0.00		\$ 8,281,012.00		\$ 8,281,012.00
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 8,281,012.00	\$ 0.00	\$ 8,281,012.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRA TION	(2) SUBGRANTE E ADMINISTRA	(3) GRANTEE T&TA	(4) SUBGRANTE E T&TA	
a. Personnel	\$ 258,110.00	\$ 0.00	\$ 210,570.00	\$ 0.00	\$ 468,680.00
b. Fringe Benefits	\$ 89,822.00	\$ 0.00	\$ 73,278.00	\$ 0.00	\$ 163,100.00
c. Travel	\$ 0.00	\$ 0.00	\$ 27,720.00	\$ 0.00	\$ 27,720.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 4,000.00	\$ 0.00	\$ 2,001.00	\$ 0.00	\$ 6,001.00
f. Contract	\$ 0.00	\$ 715,958.00	\$ 50,000.00	\$ 675,000.00	\$ 7,362,191.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 36,821.00	\$ 0.00	\$ 3,250.00	\$ 0.00	\$ 40,071.00
i. Total Direct Charges	\$ 388,753.00	\$ 715,958.00	\$ 366,819.00	\$ 675,000.00	\$ 8,067,763.00
j. Indirect Costs	\$ 117,440.00	\$ 0.00	\$ 95,809.00	\$ 0.00	\$ 213,249.00
k. Totals	\$ 506,193.00	\$ 715,958.00	\$ 462,628.00	\$ 675,000.00	\$ 8,281,012.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009933		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Texas P.O. BOX 13941 Austin, TX 787113941		4. Program/Project Start Date 07/01/2022	5. Completion Date 06/30/2023

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.						
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 8,281,012.00	\$ 0.00	\$ 8,281,012.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) PROGRAM OPERATIONS	(2) HEALTH AND SAFETY	(3) LIABILITY INSURANCE	(4) FINANCIAL AUDITS	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 468,680.00
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 163,100.00
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27,720.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,001.00
f. Contract	\$ 4,580,431.00	\$ 808,312.00	\$ 120,195.00	\$ 21,000.00	\$ 7,362,191.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,071.00
i. Total Direct Charges	\$ 4,580,431.00	\$ 808,312.00	\$ 120,195.00	\$ 21,000.00	\$ 8,067,763.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 213,249.00
k. Totals	\$ 4,580,431.00	\$ 808,312.00	\$ 120,195.00	\$ 21,000.00	\$ 8,281,012.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009933		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Texas P.O. BOX 13941 Austin, TX 787113941		4. Program/Project Start Date 07/01/2022	5. Completion Date 06/30/2023

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.						
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 8,281,012.00	\$ 0.00	\$ 8,281,012.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) Weatherization Readiness	(2)	(3)	(4)	
a. Personnel	\$ 0.00				\$ 468,680.00
b. Fringe Benefits	\$ 0.00				\$ 163,100.00
c. Travel	\$ 0.00				\$ 27,720.00
d. Equipment	\$ 0.00				\$ 0.00
e. Supplies	\$ 0.00				\$ 6,001.00
f. Contract	\$ 391,295.00				\$ 7,362,191.00
g. Construction	\$ 0.00				\$ 0.00
h. Other Direct Costs	\$ 0.00				\$ 40,071.00
i. Total Direct Charges	\$ 391,295.00				\$ 8,067,763.00
j. Indirect Costs	\$ 0.00				\$ 213,249.00
k. Totals	\$ 391,295.00				\$ 8,281,012.00
7. Program Income	\$ 0.00				\$ 0.00