

# NASCSP

NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

Andrea Schroer, WAP Program Director

Jonathan Ballew, WAP Program Manager

# Webinar Outline

- **Part 1- Welcome**
  - NASCSP & Partner Organizations
- **Part 2- History & Background**
  - Terminology & Acronyms
  - Roles & Responsibilities
- **Part 3- Funding and Legislation**
  - Statute
  - Regulations & Rules
  - WPN's & Guidance
- **Part 4- Resources**



NASCSPP provides research, analysis, training and technical assistance to State CSBG and WAP grantees, Community Action Agencies, and State Associations in order to increase their capacity to prevent and reduce poverty and build economic and energy security.

<https://nascsp.org/>



# NASCSP Board of Directors

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# NASCSP Board of Directors



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# ABOUT NASCSP | OUR PARTNERS

## Federal Partners



Office of  
ENERGY EFFICIENCY &  
RENEWABLE ENERGY



CSBG

## National Partners





## ABOUT NASCSP | TRAINING

### *We teach skills.*

NASCSP provides opportunities to learn new skills and approaches to management issues through trainings at conferences, regional stakeholder briefings, webinars, documentation of best practices, and specialized tool kit development.

### *We empower leaders.*

Through training events, state employees learn ways to successfully work at the state level to improve lives for low-income families and communities. Local agency leaders can learn from efforts in their state and other states about the innovative ways that community action works.



# ABOUT NASCSP | TECHNICAL ASSISTANCE

## We facilitate dialogue.

NASCSP brings together stakeholders to build policy recommendations, develop reporting tools, and assist the network in striving for excellence.

## We provide solutions.

NASCSP provides targeted assistance to state offices and can assist in analyzing problems and developing solutions in such areas as policy development, data collection, program implementation, and monitoring.





# ABOUT NASCSP | ADVOCACY & LEADERSHIP

- NASCSP serves as the national voice for state CSBG & WAP managers in Washington D.C.
  - Communicate with Congressional staffers and federal agency staff
  - Monitor legislation and keep members updated on legislative developments



# WAP Orientation Agenda

Date	Time	Live Sessions
Monday May 10, 2021	2:00 - 3:00 PM ET	Annual Planning and Grant Application
Monday May 10, 2021	3:00 - 4:00 PM ET	Program Eligibility and LIHEAP Coordination
Tuesday May 11, 2021	2:00 - 3:00 PM ET	Technical Management
Tuesday May 11, 2021	3:00 - 4:00 PM ET	Energy Audits for New Program Managers
Wednesday May 12, 2021	2:00 - 4:00 PM ET	Quality Assurance Monitoring
Thursday May 13, 2021	2:00 - 3:00 PM ET	Training and Technical Assistance (T&TA) Planning
Thursday May 13, 2021	3:00 - 3:45 PM ET	Training material and resource review. Q & A w/ DOE staff
Thursday May 13, 2021	3:45 - 4:00 PM ET	Wrap up and evaluations

**\*NASCSP will conduct a 1 - 2-hour follow-up coaching session with the group of Attendees within 60 days**

# Andrea Schroer

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# History and Background



*Weatherization  
Works*

# THE PURPOSE OF THE WAP



Department of Energy



Grantees  
(States, Territories & Tribes)



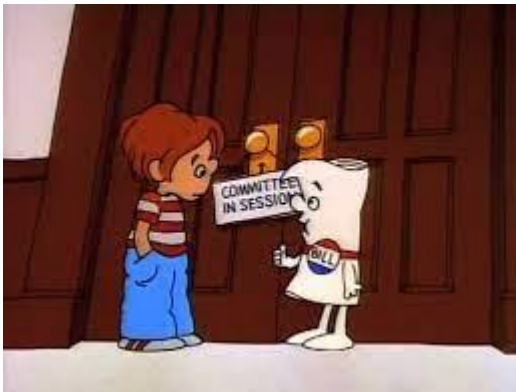
Subgrantees  
(Local Providers)



Low-Income Households

- **Mission Statement of the Weatherization Assistance Program (WAP)**
  - “To reduce energy costs for low-income families, particularly for the elderly, people with disabilities, and children, by improving the energy efficiency of their homes while ensuring their health and safety.”
- **40+ Year Record of Success**
  - Operating since 1976
  - Over 35,000 homes weatherized annually (w/ DOE funds)
  - Saves low-income families an average of \$283, 18% heating reduction
  - For every \$1 invested ➡ \$1.72 generated energy benefits, \$2.78 generated in Non-energy benefits

# Legislative History



- **1976:** Title IV of the Energy Conservation and Production Act
- **1978:** National Energy Conservation Policy Act (NECPA)
- **1980:** Energy Security Act (ESA)
- **1982:** Job Training Partnership Act
- **1984:** Human Services Reauthorization Act of 1984
- **1990:** State Energy Efficiency Programs Improvement Act (SEEPIA)
- **2000:** Energy Policy and Conservation Act (EPACT)
- **2005:** Energy Policy Act (EPACT)
- **2007:** Energy Independence and Security Act (EISA)
- **2009:** American Recovery and Reinvestment Act (Recovery Act)
- **2020:** Consolidated Appropriations Act of 2021

# Most Recent Changes (Consolidated Appropriations Act)

## Reauthorization through 2025!



Increased  
Administrative  
Cost limit to 15%.



Created Enhancement  
and Innovation grant  
program.



Changed the  
reweatherization  
date to a 15-year  
rolling date.

# Terminology & Acronyms

- DOE - Department of Energy
- EERE - Energy Efficiency & Renewable Energy
- WAP - Weatherization Assistance Program
- WPN - Weatherization Program Notice
- HHS - Health & Human Services
- LIHEAP- Low-Income Home Energy Assistance Program
- CFR - Code of Federal Regulations
- CR - Continuing Resolution
- Grantee - State or territory administering the WAP
- Subgrantee - Local entity providing Weatherization services
- CAA's/CAP's- Community Action Agencies, Community Action Programs



# WAP Landscape



## Congress

- Authorization
- President's budget
- Appropriations
- Work of national partners



## Department of Energy

- Funds received
- Grant guidance
- State Plans
- Distribution of funds



## Grantees (States, Territories & Tribes)

- State plans
- Public Hearings
- Leveraging other funds
- Grant Awards



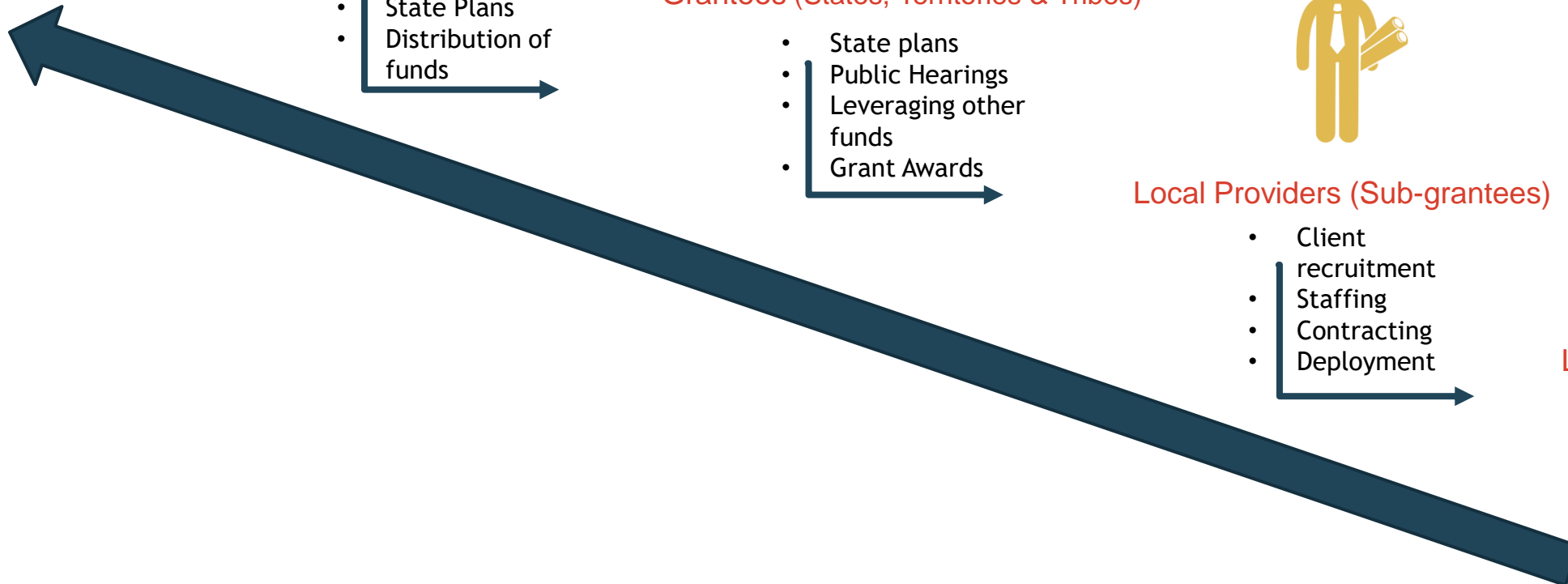
## Local Providers (Sub-grantees)

- Client recruitment
- Staffing
- Contracting
- Deployment



## Low-Income Households

- Customer service
- Client education
- Quality Control



# Roles and Responsibilities



*Weatherization  
Works*

# Roles and Responsibilities

- DOE (Federal)
  - Interpret regulation, funding, Program Monitoring, Congressional reporting
- WAP Grantee (State, Tribe, Territory)
  - Liaison between Subgrantees and DOE, Program Monitoring, Annual Plan, Field Guide, T&TA Plan, Policies and Procedures
- WAP Subgrantee
  - Service delivery following federal and Grantee rules

## DOE Role



- Funds received
- Grant guidance
  - Incorporate updates
  - Issue to Grantees
- State Plans
  - Review upon receipt
  - Provide guidance & instructions to Grantees
  - Move to next phase of approval process
- Distribution of funds
  - Based upon formula
  - Based upon approved State Plan

# DOE Role



- WAP Updates
  - Program Notices (WPN)
  - WAP Memorandums
  - Standard Work Specifications
  - Credentialing (HEPs)
- Quality Assurance
  - Grantee Monitoring
  - Sub-grantee visits
- <https://www.energy.gov/eere/wap/weatherization-program-notices-and-memorandums>

# Grantees



- Adherence to Federal Guidelines
- Quality Assurance, Program Integrity
- Monitoring, Subgrantee evaluation
- State Plan/Annual Plan Development

# Grantees



- State plans
  - Guidance posted by DOE
  - Establish timeline
  - Engage PAC
  - Engage Sub-grantees
- Policy manual up to date?
- Budget Concerns
- Subgrantee concerns
- RFP processes for coming year
- ASCI results & DOE expectations
- Subgrantee monitoring

# Grantees



- Public Hearings
  - Get involved!
- Leveraging or blending other funds
  - Include in budget or not?
  - What type of funds?
  - How are they used



# Grantees



- Distribution of Funds
  - State Plan Approval
  - Receipt of funds
  - Run through formula or funding process
  - Prepare contracts



# Grantees



- Training & Technical Assistance
  - Develop training plan
    - Part of State Plan preparation & submission
    - Review monitoring results
    - Consult DOE requirements
    - Examine WAP Network needs
    - Who provides the training?
    - Use of DOE T&TA funds
    - Feedback from technical committees, training center, Sub-grantees

# Funding and Legislation



*Weatherization  
Works*

# Authorization



- Underlying statute creating the program
  - Lays out Congressional intent
  - Authorizes Congress to *appropriate* funds to the program for X amount of years
  - Authorizations expire -> Need reauthorization
- Reauthorization
  - What can be improved? What should stay the same?
  - What is better addressed by DOE versus legislation?
  - How can the program grow and innovate?
  - Often must be part of larger bill
  - Reauthorization passed in December 2020!

# Appropriations

- Annual process of funding government agencies and programs
- 12 Appropriations bills that fund different areas of the government
  - Energy and Water Appropriations Bill
    - Funds WAP, rest of DOE, Nuclear Regulatory Commission, etc.
  - Labor- HHS Appropriations Bill
    - Funds LIHEAP, CSBG, Head Start, rest of HHS, Dept. of Education, Dept. of Labor

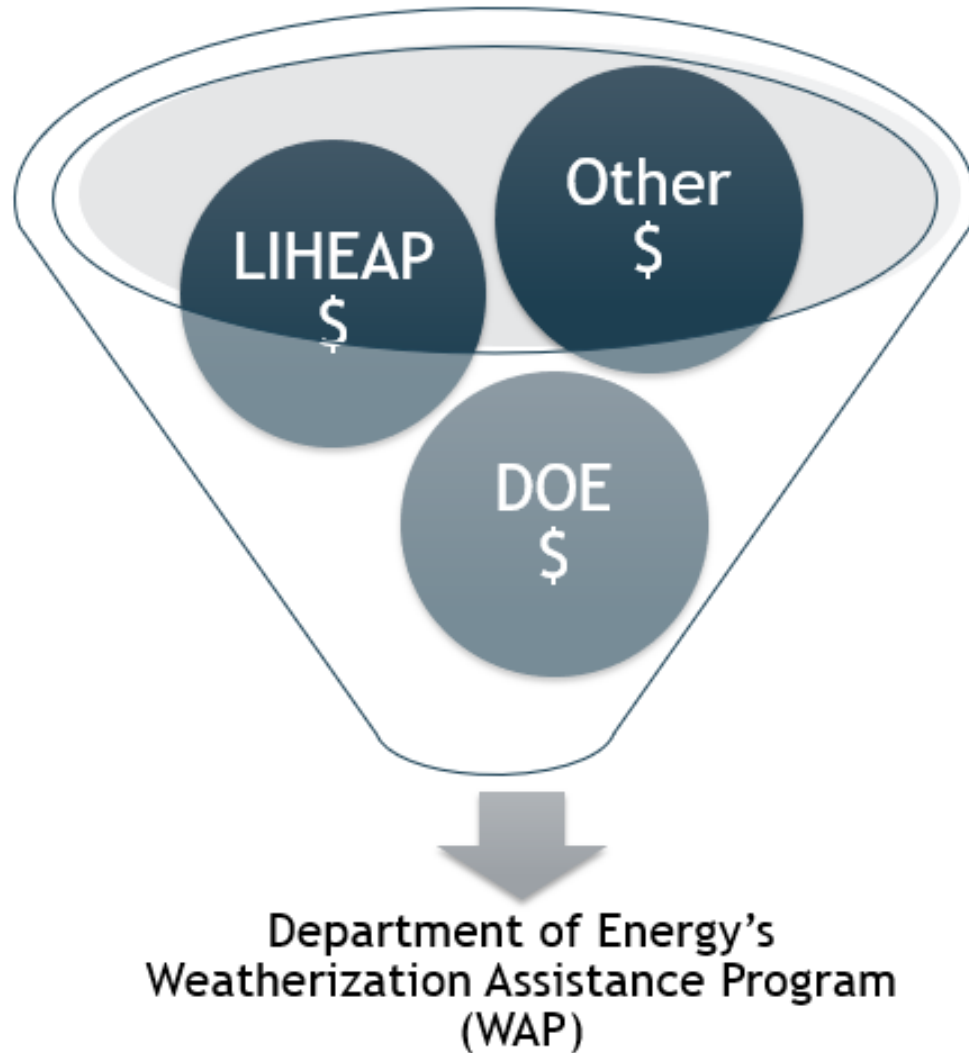
# Appropriations Timeline

- President's budget (usually February)
  - Non-binding policy statement - Congress crafts the budget
- House and Senate Appropriations Committees pass their respective appropriations bills one by one
  - Then a conference committee reconciles differences

# Appropriations Timeline

- What usually happens...
  - Congress doesn't get its work done in time, passes a "Continuing Resolution" to keep funding flat at past year levels
  - Omnibus- One large package of the 12 bills passed at once
  - Minibus- Smaller packages (3 or 4 bills) passed at a time
- *If nothing is passed → Government Shutdown*

# 2021 Funding

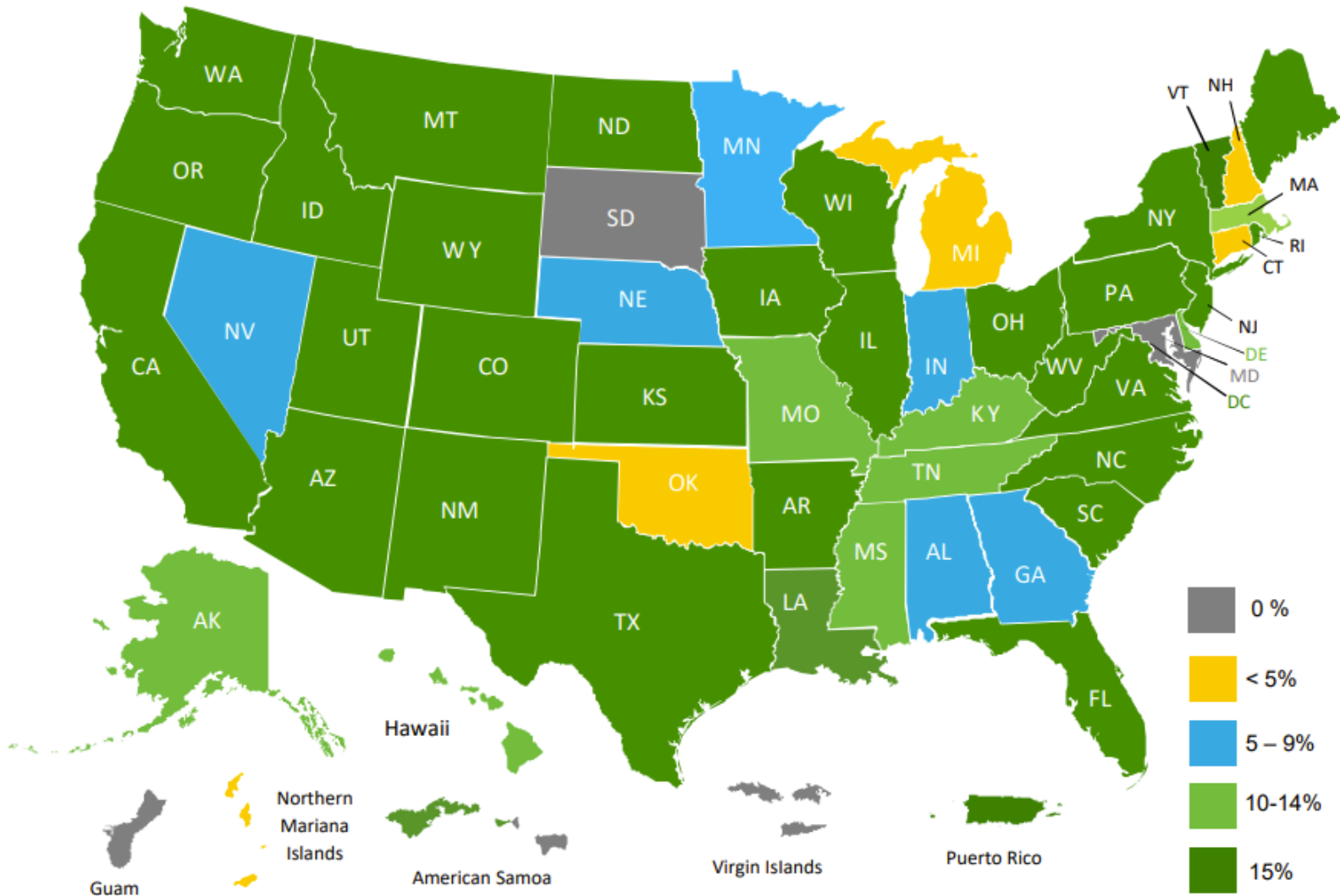


- **WAP-** \$310 million (\$5M increase from FY 2020)
  - \$310,000,000 appropriation
  - \$5 million TTA for DOE HQ
  - 18.6 Million to WIPP (E&I)
  - \$1 million to vermiculite study
  - \$6.2 million to SERC Grants (\$6.1 from '20)
- State LIHEAP funds and process
  - <https://liheapch.acf.hhs.gov/>



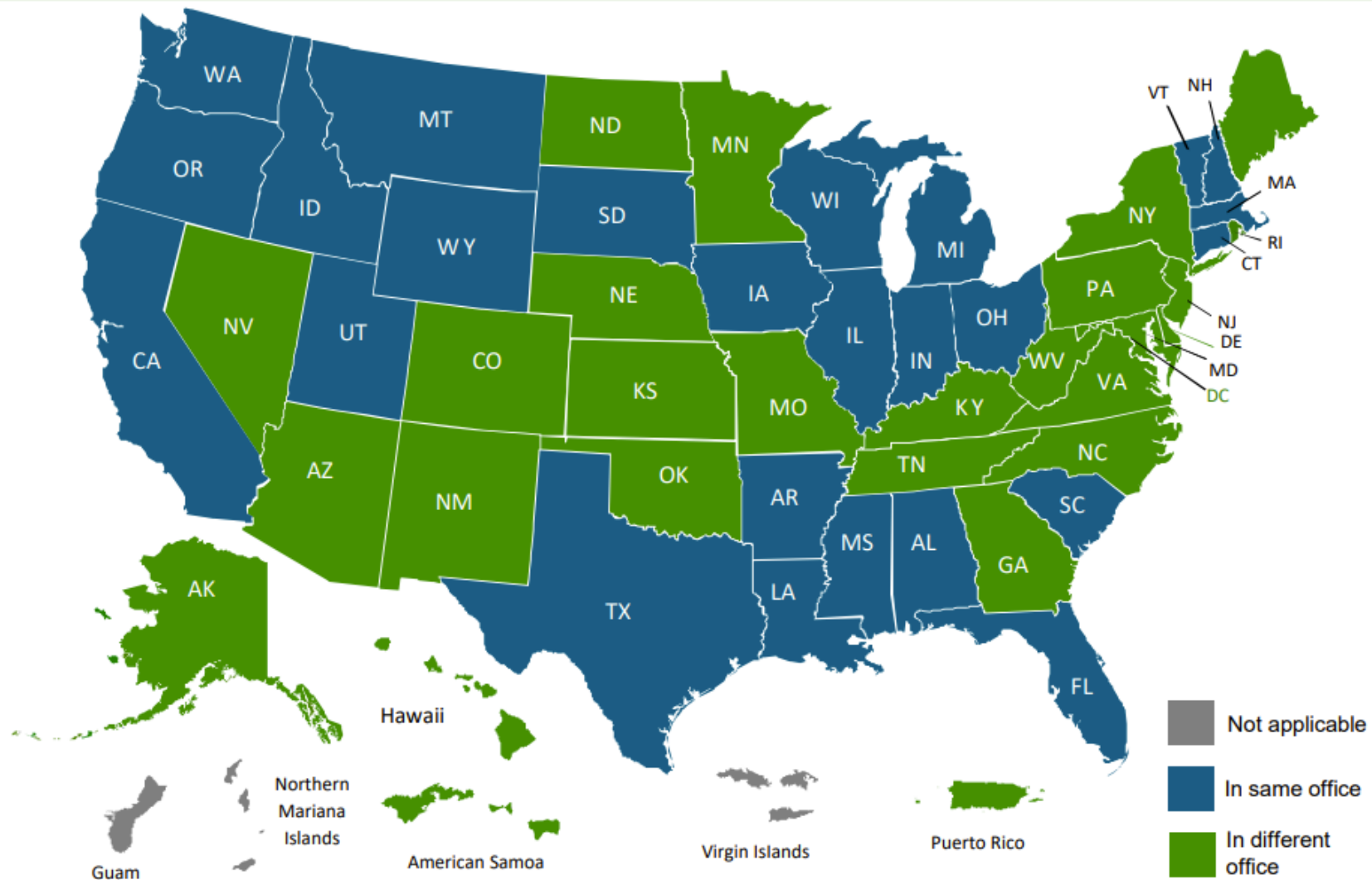
# Percentage of LIHEAP Funds Transferred

– Updated Information Provided by ACF February 2021



# WAP/LIHEAP Office Overlap

– Updated Information Provided by ACF February 2021



# 2019 Weatherization Funding Survey

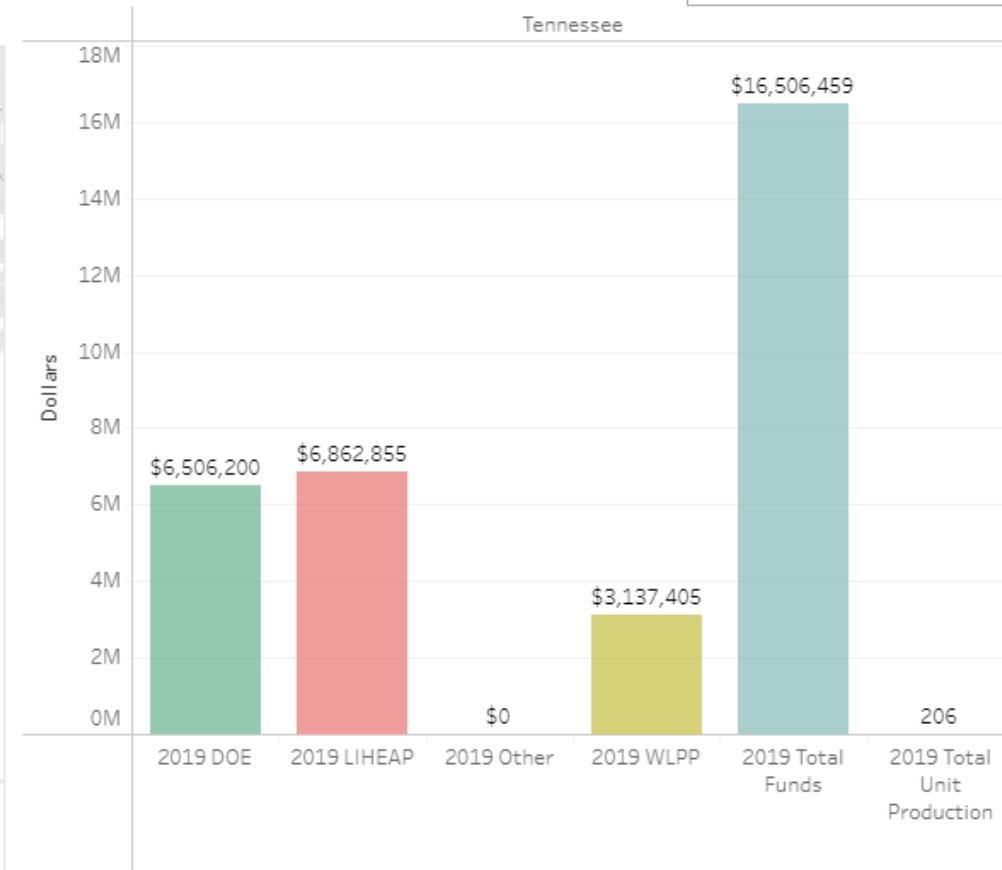
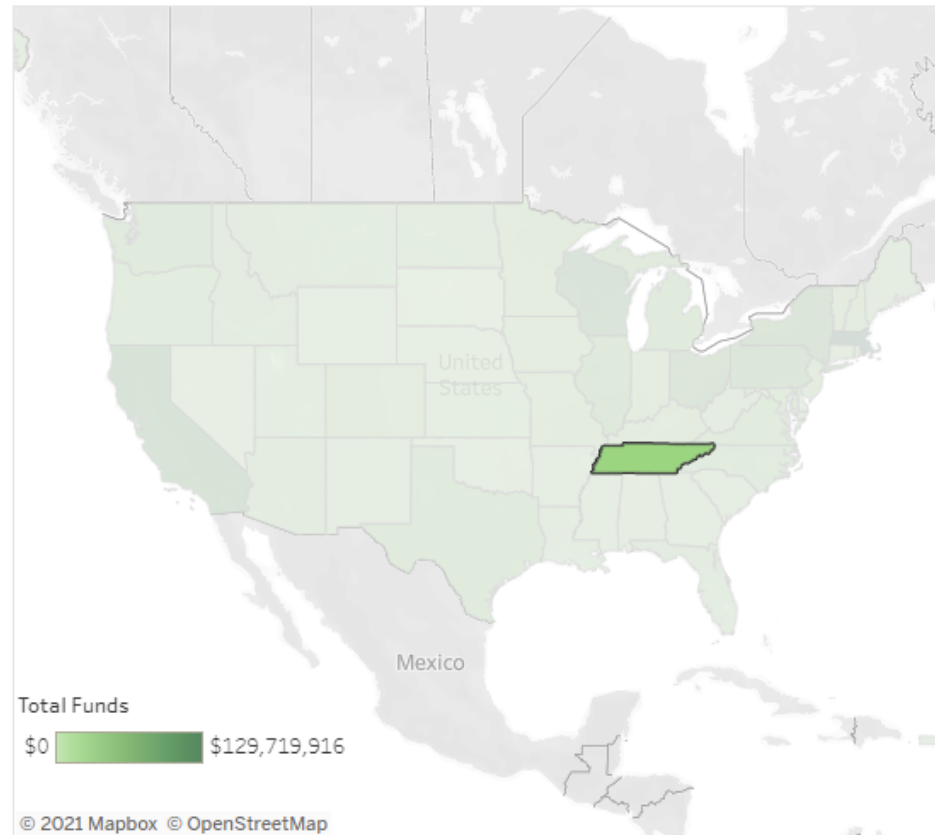


Select a state on the map to view that state's information.

State (select one)

Tennessee

Total Weatherization Funding by State, 2019



## Weatherization Publications



WAP Annual Funding Surveys



Reports and Fact Sheets



DOE WAP Briefing Book

WAP

WAP Training Services

Weatherization Assistance Program  
Technical Assistance Center (WAPTAC)

> Weatherization Publications

WAP Annual Funding Surveys

DOE WAP Briefing Book

Advocacy

**NASCS Data** keeps its  
members, the federal  
government, and other  
interested parties

# Leveraged Funds

## Utility Funds

- From Ratepayers into Public Benefit Fund
- May result from utility rate case
- Run through State WAP Office or Direct Contract w/ Subgrantee or Association

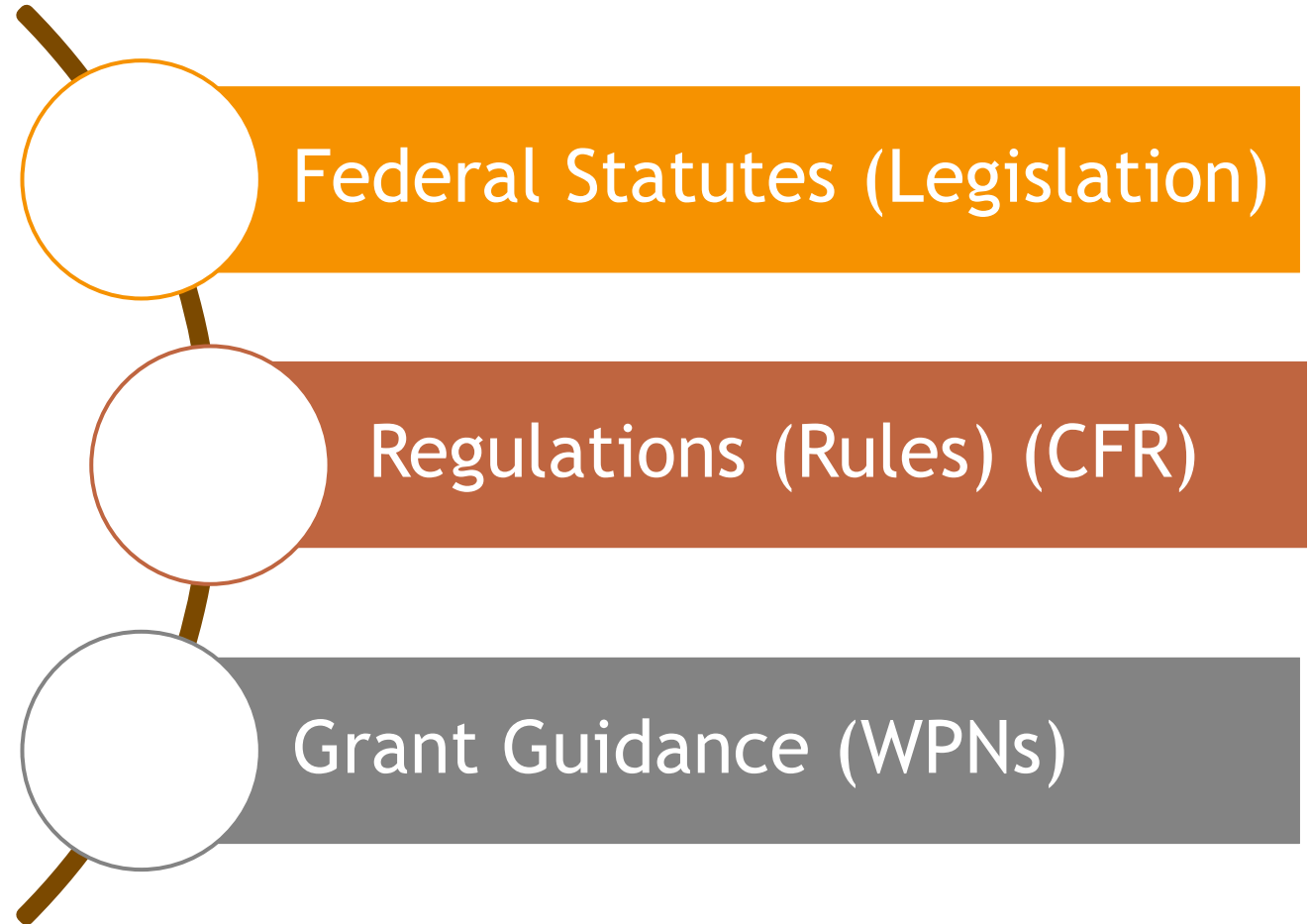
## State Funds

- Fees or Taxes that went into state revenue
- Designated for housing/energy efficiency
- Set Aside for Low Income initiatives

## Other Non-Federal Funds

- Hospitals or Health Insurance Companies
- Foundations
- Others

## WAP Legislation



## Federal Statute

(b) It is, therefore, the purpose of this part [42 USCS §§ 6861 et seq.] to develop and implement a weatherization assistance program to increase the energy efficiency of dwellings owned or occupied by low-income persons, reduce their total residential energy expenditures and improve their health and safety, especially low-income persons who are particularly vulnerable such as the elderly, the handicapped, and children.

## Regulations - 10 CFR 440.21

(d) Except for materials to eliminate health and safety hazards allowable under §440.18(c)(15), each individual weatherization material and package of weatherization materials installed in an eligible dwelling unit must be cost-effective...The cost of incidental repairs must be included in the cost of the package of measures installed in a dwelling.

## Grant Guidance - WPN 19-4

Energy audit processes are approved by DOE every 5 years. Grantees are required to submit the energy audit information to their DOE Project Officer (PO) at least six months before their previous approval expires to allow sufficient time for review and approval.

# Federal Statute

- WEATHERIZATION ASSISTANCE PROGRAM  
AUTHORIZING STATUTE
  - 42 USCS § 6861
    - (b) It is, therefore, the purpose of this part [42 USCS §§ 6861 et seq.] to develop and implement a weatherization assistance program to increase the energy efficiency of dwellings owned or occupied by low-income persons, reduce their total residential energy expenditures, and improve their health and safety, especially low-income persons who are particularly vulnerable such as the elderly, the handicapped, and children.



# Code of Federal Regulations

- The **Code of Federal Regulations (CFR)** is the codification of rules published in the Federal Register by the Federal government.
- **Weatherization** is addressed in **10 CFR & 2 CFR**.
  - [Part 10 CFR 440](#) covers program matters.
  - [Part 2 CFR 200](#) covers financial matters.




# 10 CFR 440

- **10 CFR Part 440, Final Rule (February 1, 2002)**
- Offers interpretation and insight on 30 different topics relating to WAP, including:
  - Purpose and scope.
  - Definitions.
  - Allocation formula.
  - Minimum requirements.
  - Oversight and training.
  - Reports.
- **Appendix A** provides standards for weatherization materials.

# Annual Guidance

- Provides comprehensive policy details for the following program year
- Prepares Grantees to manage the program
- Regulations require each Grantee to apply for funding each year and inform the public about the program and solicit community feedback

*Example of a new application in the Performance and Accountability for Grants in Energy (PAGE) system.*

 U.S. DEPARTMENT OF  
**ENERGY**

Energy Efficiency &  
Renewable Energy


Weatherization & Intergovernmental Program


Performance and Accountability for Grants in Energy (PAGE)


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### Create New Application

The Create New Application module is used by grantees to initiate the process of creating a new grant application. Documents to be completed as part of a grant application are program-specific and are dictated by grant guidance, but may include the following: SF-424, Budget, Master File, and Annual File.

**Note:** Currently, this module is for the State Energy Program and Weatherization Assistance Program grants only.

New Application

Pending Applications


**Program:** 81.042 – Weatherization Assistance for Low-Income Persons 


**Program Name:** Weatherization Assistance for Low-Income Persons


**Program Code:** WAP


**CDFA Code:** 81.042

**Description:** The Weatherization Assistance Program enables low-income families to permanently reduce their energy bills by making their homes more energy efficient. During the last 32 years, the U.S. Department of Energy's (DOE) Weatherization Assistance Program has provided weatherization services to more than 6.2 million low-income families.

**Program Year:** 2014 

**Opportunity Code:** DE-WAP-0002014 

**Start Date:**  

**End Date:**  

**Description:**

**Grant Number:**

[Save](#)

# Grant Guidance

- WAP Grant Guidance documents are numbered as **WPN XX-Y**, where XX denotes 2-digit year, and Y denotes the document number within the Program Year.
- Annual Grant Guidance is issued as **WPN XX-1** and replaces the previous Program Year's grant guidance; includes the State Plan Application Instructions for the Program Year.
- The Annual WAP Formula Grantee Allocation Table for the Program Year funding is issued as **WPN XX-2**.
- Other WPNs are issued for specific topics, and remain in effect in subsequent years until rescinded, revised, or superseded by new guidance.

# Weatherization Program Notices (WPNs)

- WAP Grant Guidance documents are issued by DOE as Weatherization Program Notices (WPN)
- All WPNs are posted in Program Guidance section:  
<https://www.energy.gov/eere/wap/weatherization-program-notices-and-memorandums>
- WPNs can never contradict a regulation or statute but can be adjusted to reflect changes or refinements in the program
- If there will be significant changes in a new WPN, DOE will usually announce these during stakeholder meetings or national conferences



**Department of Energy**  
Washington, DC 20585

**WEATHERIZATION PROGRAM NOTICE 21-1**  
**ISSUED DATE: December 4, 2020**

**SUBJECT:** PROGRAM YEAR 2021 WEATHERIZATION GRANT APPLICATION

**INTENDED AUDIENCE:** Weatherization Grantee Managers, Weatherization Subgrantee Managers

**INTENDED USE:** Content of this document, as well as the two attachments, is intended to provide programmatic information to Weatherization Managers to guide the development of an annual Weatherization Assistance Program (WAP) Grantee Plan to ensure that funds are dispersed to weatherization providers in a timely manner.

The Department of Energy (DOE) issues Weatherization Program Notice (WPN) 21-1 annually to specifically address changes from one Program Year (PY) to the next. These changes are often precipitated by Congressional inquiries, administrative priorities, including new initiatives from other federal agencies, monitoring in the field, and feedback from the network of stakeholders. The annual document, issued as a WPN, serves to highlight and remind Grantees of these issues and provide them with additional resources so they may include the information as appropriate to their specific circumstances in applying for the WAP formula funds.

The attachments to this WPN serve as programmatic, financial, and legal resources with clarifying information on areas of the Application Package that must be incorporated into the Grantee Plan. The WAP Grant Application Package materials and data are submitted through WAP's reporting system, Performance and Accountability for Grants in Energy (PAGE).

This WPN includes the following sections:

- 1.0 Purpose**
- 2.0 Program Priorities and Initiatives**
- 3.0 Funding**
- 4.0 Applications for WAP Annual Formula Grants**
- 5.0 Weatherization Program Notices and Memoranda**
- 6.0 Website Information**

## Program Guidance



### Weatherization Program Guidance

Below are links to each year's Program Guidance from the Department of Energy for the Weatherization Assistance Program. For a searchable database of DOE Guidance, utilize the [EERE Guidance Site](#).

- 2021 Program Guidance Documents
- 2020 Program Guidance Documents
- 2019 Program Guidance Documents
- 2018 Program Guidance Documents
- 2017 Program Guidance Documents
- 2016 Program Guidance Documents
- 2015 – 2011 Program Guidance Documents
- 2010 – 2006 Program Guidance Documents
- 2005 – 2001 Program Guidance Documents
- 2000 – 1996 Program Guidance Documents
- 1994 – 1993 Program Guidance Documents

<https://nascsp.org/wap/waptac/program-guidance/>

<https://www.energy.gov/eere/wap/weatherization-program-notices-and-memorandums>



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### Weatherization Program Guidance

Showing 1 to 10 of 195 entries

Type	DESCRIPTION	EFFECTIVE DATE	TOPIC	TYPE
<input type="checkbox"/> Active Memorandums	<b>WPN 17-7: Weatherization Health and Safety Guidance</b> To clarify, update and provide additional information related to the implementation and installation of health and safety measures as part of WAP.	8/9/2017	Health & Safety	Active Program Notices
<input type="checkbox"/> Active Program Notices	<b>WPN Notice 17-6: Property Acquired Under the Weatherization Assistance Program Including Vehicle and Equipment Purchases</b> This guidance serves to provide Grantees with guidance on property acquisitions, including purchasing vehicles and equipment, for use in the WAP.	7/27/2017	Unclassified	Active Program Notices
<input type="checkbox"/> Archived Memorandums	<b>WPN Notice 17-5: Closeout Procedures for Grants Under the Weatherization Assistance Program</b> To issue guidance to Grantees for closeout of grants funded under WAP.	7/27/2017	Unclassified	Active Program Notices
<input type="checkbox"/> Archived Program Notices	<b>WPN 17-2: Program Year 2017 Grantee Allocations</b> To provide revised Grantee allocations for the preparation and submission of applications for funding of the Weatherization Assistance Program (WAP) for Program Year (PY) 2017.	6/15/2017	Funding: Grant Application	Active Program Notices
	<b>WPN 17-4: Multifamily Housing – Procedure for Certifying Income-Eligible HU</b>			



## Recent Updates

WPN 21-1 - <https://www.energy.gov/node/4677901>

WPN 21-2 - <https://www.energy.gov/node/4738067>

WPN 21-3 - <https://www.energy.gov/node/4764562>

WPN 19-4 - <https://www.energy.gov/node/3996351>

WPN 17-7 - <https://www.energy.gov/node/2697742>

<https://nascsp.org/wap/waptac/program-guidance/>

WAP Memo 075 - <https://www.energy.gov/node/4720894>

WAP Memo 060 - <https://www.energy.gov/node/4435982>

***Get these updates in your inbox!***

WAP Memo 041 - [GovDelivery Distribution List](#)

# Summary

- The basis for WAP lies in Congressional legislation.
- DOE goes through a rulemaking process to keep its regulations in compliance with statutory changes. The CFR provides general guidance on how the program should operate.
- Weatherization Program Notices (WPNs) provide specific guidance on how the program should operate. Notices are issued several times a year.
- All who are involved in operating a WAP should be familiar with DOE rules and guidance and know where to find them.
- Program Managers should know in detail how the Program is intended to work.
- WAP belongs to all of us.

# Resources



*Weatherization  
Works*

# Federal Resources

## ► DOE Energy Efficiency and Renewable Energy (EERE) Website:

- Guidance Documents: <https://www.energy.gov/eere/wipo/weatherization-program-guidance>
- Training Resources: <https://www.energy.gov/eere/wipo/program-updates-training-resources>
- Administrative Training Module Demo: <https://vimeo.com/354781991>
- Partner Websites:
- LIHEAP Clearinghouse: <https://liheapch.acf.hhs.gov/>
- Community Action Partnership (CAP) WAP Leveraged Partnership Project: <https://communityactionpartnership.com/energy-partnerships/>
- CAPLAW: <https://www.capl原因.org/resources/bytopic/weatherization.html>
- Oak Ridge National Laboratory (ORNL): <http://weatherization.ornl.gov>
- National Renewable Energy Laboratory (NREL): <https://sws.nrel.gov/>

# NASCSP Resources

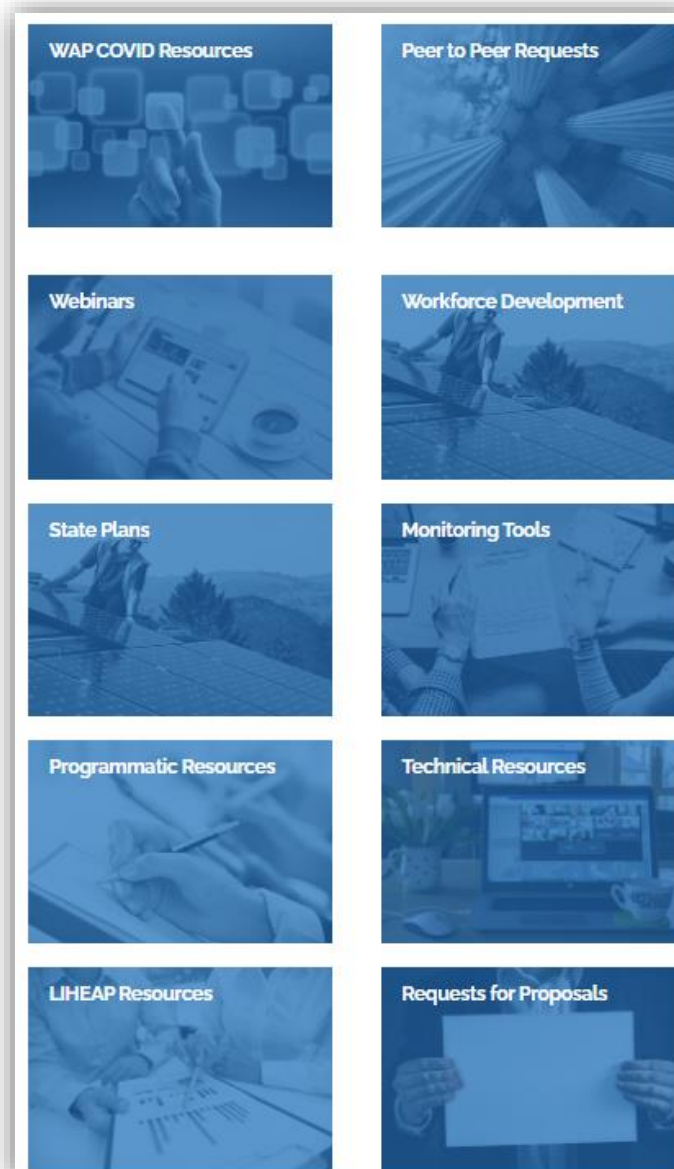
- NASCSP Member Portal and Public Site
  - Contact [nascspgeneral@nascsp.org](mailto:nascspgeneral@nascsp.org) for login credentials
- NASCSP Blog
- Training Menu and requests
- Advocacy

# NASCSP Links & Member Portal

<http://www.nascsp.org/>

## Member only Resources

- COVID Resources
- Peer to Peer Requests
- Webinars
- Workforce Development
- State Plans
- Monitoring Tools
- Programmatic Resources
- Technical Resources
- LIHEAP Resources
- RFPs



# Stay in Touch with NASCSP

- Information Sharing
  - [The State of Poverty Blog](#)
  - Twitter & Facebook @NASCSP
  - WAP E-News
  - Regional calls (register in E-News)
  - 2 conferences
  - Private Training and Consulting

# Andrea Schroer

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**Thank you!**