



# **National Association for State Community Services Programs**

**WPN BIL 22-1, 22-2 Training**



**[WWW.NASCSP.ORG](http://WWW.NASCSP.ORG)**



# Agenda

- Introductions
  - DOE
  - NASCSP
- BIL Application Timeline
- Flow down Provisions
  - Davis Bacon Act (DBA)
  - Buy American
- T&TA
- Planning
- Monitoring
- Justice40
- Workforce Development
- Funding

# BIL Application Timeline

SF 424,  
SF 424A

- Due 4/29/2022
- Grantee to receive 15% of BIL allocation upon approval
- Budgets can be adjusted in the future

Grantee BIL  
Application

- Due 7/1/2022
- Grantee to receive 35% of BIL allocation upon approval. Must identify quarterly milestones.
- 1 application, 1 budget period for the 5-year grant
- Public Hearing and transcript required

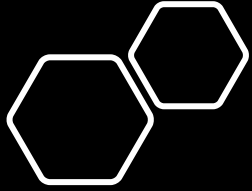
Milestones

- The Grantee must accomplish the 7 milestones noted in WPN to receive the final 50%

# Poll

What is the status on submission of SF 424 & SF 424A by April 29?

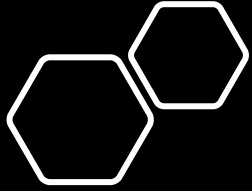
- We have already submitted our SF 424, SF 424A
- We will submit the SF 424, SF 424A by the April 29 due date
- We will need more time and will contact our P.O.
- Say what!? This is news to us!!



SF 424,  
SF 424A Due  
April 29<sup>th</sup>!

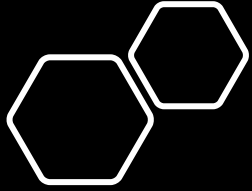
## Sample language submitted with SF 424:

- I am submitting this budget without a full description of deliverables. Before submitting the final budget, I reserve the right to change major and minor budget categories such as adding to grantee admin or breaking out personnel and fringe more specifically. The units proposed under this budget would be 1234 over the time of the grant at \$8009 ACPU. If fundamental rules or formulas are added or changed, we may change this budget accordingly.



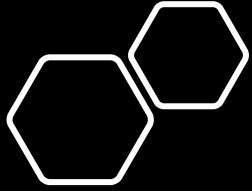
# Davis Bacon Act (DBA)

- Multifamily buildings with 5+ units must comply with DBA
- Further guidance to be issued regarding methods of reporting, compliance with prevailing wages



# Davis Bacon Act (DBA)

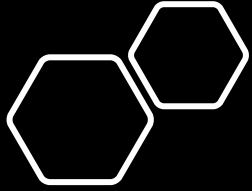
- Grantees should include an overview on incorporation of DBA requirements into program management and accounting systems
- For reference purpose only, it is recommended that Grantees review archived [WPN 09-9](#), [WPN 10-4](#)



# Buy American Provisions

- It is a 'near-certainty' that this will apply to WAP work
- Details are still being internally determined, further guidance to be issued.





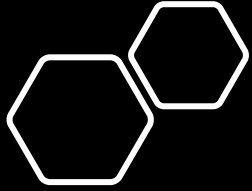
# Buy American Provisions

- Begin planning activities, such as ensuring any supplies of iron, steel, manufactured goods, or construction materials can certify, in writing, that their products are manufactured domestically”



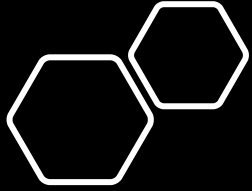
# T&TA Approach and Activities Section V.8.4

- T&TA Plan must detail the required Grantee/Subgrantee staff needed to ramp up workforce
- Encouraged to partner with local/regional workforce development and community-based organizations
  - Disadvantaged communities
  - Individuals underrepresented in the WAP workforce.



# T&TA Approach and Activities Section V.8.4

- Subgrantee selection/expansion must align with [10 CFR 440.14](#) and [10 CFR 440.15](#)
- Grantees are required to attend a DOE led online training covering NEPA and Historic Preservation. This training will be available in early 2022.
- 18 Month Ramp Up Period: “DOE encourages Grantees to use the BIL grant funds to develop and train their workforce over the initial 12-18 months of the grant”.



# BIL Planning Workbook

- Phased funding release (15%, 35%, 50%)
- BIL Application to cover 5-years. Budget period is 5-years
- Optional [BIL Planning Workbook](#)
- [Workbook training video](#)

## BIL Planning Workbook Instructions

This optional workbook can be utilized as a tool to complete a project needs assessment for the initial 5-year BIL budget period. DOE will not require that the workbook be submitted with your plan; however, the information contained within the workbook is expected to be included within the BIL Application.

Consider existing systems, process, and people and examine future needs to complete BIL units.

Follow the guidance in the BIL WPN and Application Instructions. Below are additional instructions for each tab in the workbook.

The following training and technical assistance resources are available. Please contact your Project Officer with questions.

Grantee Manager's Toolkit: <https://www.energy.gov/eere/wap/weatherization-assistance-program-grantee-managers-training-toolkit>

WAP Financial Toolkit: <https://www.energy.gov/eere/wap/downloads/wap-memorandum-015-weatherization-financial-toolkit-2-cfr-200-regulations-and>

WAP RFP Toolkit for TTA: <https://www.energy.gov/eere/wap/downloads/wap-request-proposals-toolkit-training-technical-assistance-services>

Training Providers: <https://irecusa.org/clean-energy-training/credentials/credential-holder-registry/>

Important BIL Milestones	
1	SF 424 and SF 424A Due; Following approval, <b>distribution of 15% BIL funds</b>
2	Applications Due
3	Deadline for Application Approval; Following approval, <b>distribution of 35% BIL funds</b>
Ongoing	<b>Balance of allocation (50%) distributed</b> based on following goals:
	1) 30% of all BIL units estimated to be weatherized in approved Weatherization Plans are weatherized.
	2) DOE-approved monitoring plan and inspection protocol implemented.
	3) Monitoring completed at each Subgrantee at least once per year.
	4) Local quality control efforts are in place.
	5) At least 5% completed units inspected by Grantee QCI annually.
	6) Grantee progress reports are acceptable and submitted in accordance with grant requirements.
7) Monitoring reviews by DOE confirm acceptable performance.	

### BUDGET & PRODUCTION INSTRUCTIONS:

Input values in cells C2 and C3 from the BIL Allocations WPN.

Consider expanding data in C4 and C5 to separate Grantee and Subgrantee Administration and T&TA allocations to detail how the total is allocated.

Use the Other category for optional budget items and other expenses that do not fit in the other categories. Ensure that the costs placed in other are allowable for the category and further detail them in the Grantee Application.

Edit the Blue Cells, all others auto-calculate.

Enter the number of planned monitoring and QCI visits. In-progress inspections are not a program requirement but are recommended.

Instructions

Budget & Production

Workforce

T&TA

Monitoring

Direct Service Monitoring

Milestones

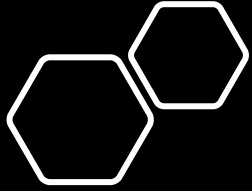
Special Projects



# Poll

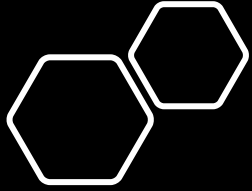
Will you be using the BIL Planning Workbook?

- Yes
- No, we will make modifications to our existing method of tracking
- Unsure



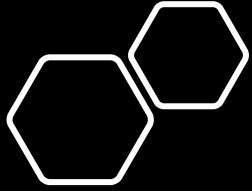
# Deferral Process (section V.1.2)

- Describe any efforts (planned or undertaken) to reduce deferral rates and improve equitable access to program services.
- DOE WAP will continue to work with our providers to address additional barriers and facilitate effective braiding of funds.



# Justice40

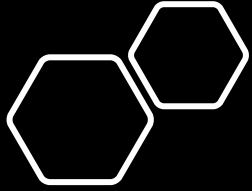
- DOE planning retrospective studies on:
  - Energy and non-energy impacts
  - Benefits delivered to disadvantaged communities
  - Weatherization workforce demographics and diversity
- Plan for diversity, equity and inclusion in your ramp-up efforts



# Justice40

- DOE expects to develop WPNs that will address program priorities under BIL
  - Improving program implementation and flexibility
  - Targeting highest energy burden and disadvantaged communities
  - Increasing Energy Efficiency and Renewable Energy technologies; braiding, electrification
  - Minimizing deferrals
  - Workforce expansion and diversity.





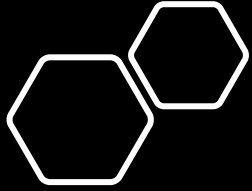
# Workforce development

- “BIL funds provide an opportunity to diversify a high-quality and well-trained WAP”
- Applicants are highly encouraged to include a plan to attract, retain, or transition a local workforce needed to enable the project goals.
- Plan can include workforce partners, unions, community colleges, potential supportive services and use of Registered Apprenticeships or other joint labor-management partnerships training programs



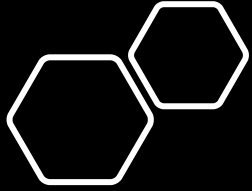
# Monitoring

- Grantees are responsible to expand their monitoring and oversight of their subgrantees. See [WPN 20-4](#) for further guidance on monitoring requirements.
- With the significant funding increase, Grantees should expect more frequent monitoring by DOE.



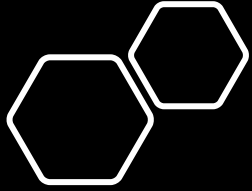
# Funding

- 15% released with completion of SF-424 and SF-424a (due April 29, 2022)
- 35% released with the approval of full application (due July 1, 2022)
- Remaining 50% of funding to be released following the completion of the [7 milestones](#)



# Funding

- BIL ACPU \$8,009; \$3,929 for renewable systems
  - 5-year grant – funds remaining will be de-obligated and reapportioned by the Office of Management and Budget. Funds will then be re-obligated using the formula to all Grantees
- 
- BIL E&I: \$25,000,000
  - BIL SERC: \$70,000,000
  - Total Grantee T&TA: \$554,400,000
  - Total Program Ops: \$2,613,600,000



Be on the  
lookout!

- Guidance on DBA, Buy American
- DOE led training for NEPA and Historic Preservation (early 2022)
- DOE developing a Learning Management System

U.S. DEPARTMENT OF  
**ENERGY**

Office of  
**ENERGY EFFICIENCY &  
RENEWABLE ENERGY**

# Weatherization Assistance Program

Frequently Asked Questions – Weatherization Readiness Fund & Bipartisan Infrastructure Law

April 2022



# FAQ Topics

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- **Weatherization Readiness Funds (WRF)**
  - Budget
  - PAGE
- **BIL Grants**
  - Formula vs. BIL
  - Fund Release
  - Extensions
  - Initial Funding
  - Distribution Model
  - SF-424 and SF-424a
  - Leveraging
  - Single Audit
  - Buy American
  - Small Multifamily Priority Lists
  - Equipment and Vehicle Purchases

# Weatherization Readiness Fund

## Question:

From what I read, the Weatherization Readiness Fund (WRF) is to address issues preventing WAP in some cases but the application and clarity of the limitations of use are not detailed. Do you have any guidance we can use so we can finalize our Plan?

## Answer:

- **Weatherization Readiness Funds are:**
  - to reduce the frequency of deferred homes that require other services, outside the scope of weatherization, before the weatherization measures can be installed.
  - designated to address structural and health and safety issues.
- WRF funds are allocated to Grantees using the T&TA distribution model.

**WRF appropriated through FY2022 Appropriations. must ONLY be used for activities within same the grant award and must NOT be used to fund work on Bipartisan Infrastructure Law (BIL) weatherized units.**



# Weatherization Readiness Funds

## Weatherization Assistance Program Estimated FY2022 State Allocations @ \$283,040,000 plus \$15,000,000 Readiness Fund

State	FY 2022 Program Allocation	FY 2022 T&TA Allocation	FY 2022 Total Allocation	FY 2022 Readiness Fund
Alabama	\$2,583,728	\$567,082	\$3,150,810	\$184,991
Alaska	\$1,771,313	\$404,493	\$2,175,806	\$142,545
Arizona	\$1,730,452	\$396,316	\$2,126,768	\$140,410
Arkansas	\$2,066,007	\$463,470	\$2,529,477	\$157,942
California	\$6,904,248	\$1,431,748	\$8,335,996	\$410,724
Colorado	\$5,501,226	\$1,150,961	\$6,652,187	\$337,420
Connecticut	\$2,801,836	\$610,732	\$3,412,568	\$196,386
Delaware	\$610,073	\$172,094	\$782,167	\$81,874
District of Columbia	\$582,691	\$166,614	\$749,305	\$80,444
Florida	\$2,693,151	\$588,981	\$3,282,132	\$190,708
Georgia	\$3,554,198	\$761,302	\$4,315,500	\$235,695
Hawaii	\$191,853	\$88,396	\$280,249	\$60,024
Idaho	\$1,980,525	\$446,363	\$2,426,888	\$153,476

The screenshot shows the 'Grant Search' interface for grant # EE0009894. The 'Budget' section is active, displaying a list of budget categories. The 'Weatherization Readiness' category is highlighted in the left sidebar. The main content area shows the following budget categories:

- SUBGRANTEE ADMINISTRATION
- SUBGRANTEE T&TA
- HEALTH AND SAFETY
- GRANTEE ADMINISTRATION
- GRANTEE T&TA
- PROGRAM OPERATIONS
- LIABILITY INSURANCE
- LEVERAGING
- FINANCIAL AUDITS
- VEHICLES AND EQUIPMENT
- LOW COSTING COST
- ENERGY AUDITS
- ENERGY CRISIS
- SPECIAL PROJECTS I
- SPECIAL PROJECTS II
- SPECIAL PROJECTS III
- SPECIAL PROJECTS IV
- SPECIAL PROJECTS V
- Non-Applications-WAP
- Weatherization Readiness

- Add the WRF to the "FY22 Total Allocation" (shown on WPN 22-2) to obtain the Grantee's total funds received.
  - Alabama's total funds received is  $\$3,150,810 + \$184,991 = \$3,335,801$
- Grantees should calculate Admin proportions based on Grantee's total funds received.

- Please use the pre-defined budget category "Weatherization Readiness" in PAGE to track spending just as the other budget Categories (e.g. Admin, T&TA, H&S, Prog Ops...)

# Weatherization Readiness Funds

## Question:

Do we use 15% admin on the new total?

## Answer:

- Yes. Calculate Administration funds as **15% of the Grantee's total funds** received.
- "FY22 Total Allocation" (shown on WPN 22-2) + WRF (shown on WPN 22-2)

### Weatherization Assistance Program

Estimated FY2022 State Allocations @ \$283,040,000 plus \$15,000,000 Readiness Fund

State	FY 2022 Program Allocation	FY 2022 T&TA Allocation	FY 2022 Total Allocation	FY 2022 Readiness Fund
Alabama	\$2,583,728	\$567,082	\$3,150,810	\$184,991
Alaska	\$1,771,313	\$404,493	\$2,175,806	\$142,545
Arizona	\$1,730,452	\$396,316	\$2,126,768	\$140,410
Arkansas	\$2,066,007	\$463,470	\$2,529,477	\$157,942
California	\$6,904,248	\$1,431,748	\$8,335,996	\$410,724
Colorado	\$5,501,226	\$1,150,961	\$6,652,187	\$337,420
Connecticut	\$2,801,836	\$610,732	\$3,412,568	\$196,386
Delaware	\$610,073	\$172,094	\$782,167	\$81,874
District of Columbia	\$582,691	\$166,614	\$749,305	\$80,444
Florida	\$2,693,151	\$588,981	\$3,282,132	\$190,708
Georgia	\$3,554,198	\$761,302	\$4,315,500	\$235,695
Hawaii	\$191,853	\$88,396	\$280,249	\$60,024
Idaho	\$1,980,525	\$446,363	\$2,426,888	\$153,476



# Weatherization Readiness Funds

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## Question:

With the release of WPN 22-2, I am not sure how to proceed. I can budget the regular allocation but can't budget the Weatherization Readiness Funds (WRF) until we receive further guidance. Should we wait to budget the PY22 funds until we receive guidance in regard to how to budget the WRF or should I go ahead and budget everything but the WRF fund?

## Answer:

WRF should be included in the Grantee's PY22 budget total funds received.

# Weatherization Readiness Funds - PAGE

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## Question:

I'm trying to edit the state plan, and when I try to verify the application, I get an error message. It doesn't seem like the WAP Budget Categories is picking up the Weatherization Readiness column that was added in. Do you know what I'm doing wrong??

## Answer:

Please contact the PAGE Hotline and see if they can assist.

[page-hotline@ee.doe.gov](mailto:page-hotline@ee.doe.gov)

# BIL Grants – Formula vs. BIL

## Question:

We just got the FY22 State Plan docs to a near completion point and would hate to have wasted all of that time if we need to redo everything.

## Answer:

- The PY22 State Plan can be used as the template to develop the BIL Grant State Plan.
- Thus far, the areas that will require the most editing are the development of a 5-year Budget and Production, Monitoring, and T/TA plans along with the addition of language to support the requirements related to Davis Bacon and Buy American.
- The PY22 WAP BIL grant is a separate grant. The annual WAP Formula grant will have a separate state plan (SF-424 Application, SF-424 Budget, Annual File and Master File).

# BIL Grants – Formula vs. BIL

## Question:

I see there will be requirements for separate tracking, and I am also curious if we need to reformat our State Plan to encompass this grant?

## Answer:

- Reformatting your State Plan is not required but is at your discretion.
- WAP BIL grants will require tracking on matters related to Davis Bacon, Re-weatherization, Deferrals, and Historic Preservation. Excluding Davis Bacon, tracking systems for these categories should already be in place. Systems used for Formula Grants can be the same used for BIL or they can be separate. Ensure that your written policies for these categories are concisely and clearly written.

# BIL Grants - Fund Release

## Question:

When will the final tranche of funds be released? WPN BIL 22-1 ADMINISTRATIVE AND LEGAL REQUIREMENTS DOCUMENT (ALRD) does not specifically indicate when the final 50% will be released.

## Answer:

Allocated funding will be released at the following negotiation and project milestones.

- **1<sup>st</sup> tranche (15% of allocation):** After submission and approval of the SF-424 Application for Federal Assistance and SF-424A 'Budget' (Preliminary estimate)
- **2nd tranche (35% of allocation):** After completion and submission of the BIL State Plan, negotiated and approved by DOE, as detailed in the BIL Application Instructions.
- **3rd tranche (50% of allocation):** After Grantee meets the milestones identified in the ALRD and Application Instructions – **see next slide**

# BIL Grant - Fund Release, Continued

## Answer:

- **3<sup>rd</sup> tranche (remaining 50% of allocation)** is based on the Grantee demonstrating progress in meeting expenditures goals, production targets and reporting requirement compliance. Demonstrated progress includes:
  - 30% of all units estimated to be weatherized in approved Weatherization Plans are weatherized.
  - Each Grantee has been fulfilling its monitoring and inspection protocol as part of its approved annual Grantee plan.
  - Each Grantee is monitoring local agencies at least once each year to determine compliance with administrative, fiscal, and Grantee field policies and guidelines.
  - Local quality control efforts are in place.
  - At least 5% of the completed units are inspected by the Grantee Quality Control Inspection (QCI) staff during the course of the year.
  - Grantees progress reports are acceptable, submitted in accordance with grant requirements, including being on time and accurate.
  - Monitoring reviews by DOE confirm acceptable performance.



# BIL Grants - Extensions

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## Question:

We will definitely need an extension to file the BIL application, what are our options on that?

## Answer:

No options for an extension to submit the BIL application.

Per the WAP BIL ALRD and WPN BIL 22-1, the BIL Application due date is July 1, 2022.

# BIL Grant – Initial Funding

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## Question:

Why do Grantees need to complete the initial BIL application process?

## Answer:

DOE is providing an initial funding release of 15% of the total BIL allocation to provide funding for Grantees for ramp up efforts to manage the BIL grants and establish the infrastructure to meet goals – hire additional staff, workforce development, procurement, etc.

# BIL Grant – Funds Distribution Model

## Question:

Are we going to get the whole 50% once we meet our milestones? Or once we meet our milestones will we get yearly broken-down allocations from the rest of the 50%?

**Answer: Short Answer: Yes; the whole 50% once milestones are met.** Longer answer:

DOE will evaluate project performance, project schedule adherence, the extent milestone objectives are met, compliance with reporting requirements, and overall contribution to the program goals and objectives. Allocated funding will be released at the following negotiation and project milestones. Per the ALRD, as a result of this evaluation, DOE may, at its discretion, authorize the release of the remaining BIL funds the following actions:

- (1) continue to fund the project, contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority
- (2) place a hold on federal funding for the project, pending further supporting data or funding; or
- (3) discontinue funding the project because of insufficient progress, change in strategic direction, or lack of funding.

# BIL Grant – Distribution Model

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## Question:

If we are getting broken-down allocations of the rest of the 50%, will they be yearly 10% allocations?

## Answer:

The current plan is to release the remaining 50% when milestones are met.

# BIL Grants – SF-424 and SF-424a

## Question:

Are there any review criteria that a WAP Project Officer will use to review Grantees' initial BIL SF-424 & SF-424a submittals due on April 29, 2022 (about 3 weeks from now)? Or once Grantees submit their respective initial BIL SF-424 & SF-424a documents, Grantees will receive 15% of BIL funds without PO reviews of the initial submittals?

## Answer:

Once a Grantee submits their initial BIL SF-424 and SF-424A Budget, DOE will review:

- SF-424 and SF-424a
- Grantee and Subgrantee Admin (no more than 15% admin w/at least 7.5% to Subgrantees)
- T&TA and Total Allocation amounts must not exceed the Grantee's respective allocation limits in WPN BIL 22-2.

# BIL Application – SF424 and SF424a

## Question:

How long will it take me to complete the initial application process?

## Answer:

Probably 30 minutes to 1 hour to complete the SF-424 Form and SF-424a (Preliminary Budget – no justification at this time).

- **SF-424 Form:** Many fields were pre-populated using the PY22 SF424 information. Review this form to ensure the form is marked “New”, and to update the contact information for the Principal Investigator and Business Officer. Mark all required boxes. No attachments are required.
- **SF-424a - Preliminary Budget:** DOE is looking for an estimated basic budget using the standard Budget Categories (Administrative, T&TA, Health & Safety, Program Operations. An updated and detailed budget is required with the submission of a complete State Plan by July 1, 2022.

# BIL Application - Leveraging

## Question:

Can we leverage BIL funds with other WAP funds such as LIHEAP, and DOE funds? If so, will leveraging BIL funds count towards that “30% milestone of all BIL units estimated to be weatherized in approved Weatherization Plans are weatherized?”

## Answer:

DOE BIL funds may not be leveraged with DOE Formula Grant funds; however, they may be leveraged with other federal (LIHEAP, HUD, etc.) and non-federal funds (utility, state, etc.). The 30% production target is based on the Grantee’s submitted and approved DOE BIL state Plan and does not include production of LIHEAP units as part of the 30%.

# BIL Grants – Single Audits

## Question:

Can BIL and regular formula funds both be considered when making the determination on whether an agency exceeds the \$750,000 threshold for single audits? For Subgrantees over \$750,000, can we budget for single audit costs in both the BIL plan and the WAP annual plans?

## Answer:

Yes, the 2 CFR 200 Subpart F audit threshold is \$750,000 for annual Federal award expenditures, including all DOE funding. If one audit is being done for all programs, costs should be allocated and budgeted from each grant accordingly.



# Buy American

## Question:

How will DOE ensure adequate supply of materials to meet the buy American provision requirement?

## Answer:

It is too early to tell how the “Buy American Provisions” of the BIL grant will impact the Weatherization Program because the *“requirements and applicability are still being internally determined”*.

Grantees, Subgrantees and contractors receiving BIL funds will to the fullest extent possible ensure *“any supplies of iron, steel, manufactured goods, or construction materials can certify, in writing, that their products are manufactured domestically”* (WPN BIL 21-1) “Produced in the United States” (2 CFR 200.322) or be prepared to complete the waiver process defined in WPN BIL 22-1.

Waivers will be reviewed on a case-by-case basis and approval will depend on the specific facts and circumstances involved. Recipients should plan on exhausting all available options before applying for a waiver.

# Small Multifamily Priority Lists

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## Question:

When will the small multifamily Priority List (PL) be available? We would like to plan for implementation of this in both the BIL and 2022 applications.

## Answer:

The Small Multifamily Priority List is in internal review at DOE and the current timeline for completion is June 2022.

# Equipment and Vehicle Purchases

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## Question:

Would DOE prefer to see purchases made immediately in bulk if possible, or as needed throughout the performance period?

## Answer:

Procurement actions should be based on demonstrated need, and this will vary by Grantee but most likely is as needed throughout the performance period.



THANK YOU!