

DOE WAP Reporting Update

NCAP and NASCSP Session – September 20, 2022



DOE WAP Reporting Updates

Session Outline:

- **Project Summary and Timeline**
- **New Report Measures**
 - Weatherization Readiness
 - Justice & Equity
- **Tentative New Reports**
- **BIL Assessments**

Learning Objectives:

- Explain tentative new reporting measures.
- Describe the 60 and 30-day Federal Register Notification process and options to submit comments.
- Prepare to collect new data and update systems as needed prior to PY 2023.

Updating Reports – Why Now?

The **Paperwork Reduction Act (PRA)** stipulates that every federal agency must obtain approval from the **Office of Management and Budget (OMB)** for data collection tools and forms on a three-year cycle. The process of submitting the data collection package to OMB is known as an **Information Collection Request (ICR)**.

Current WAP Formula ICR expiration date: May 31, 2023

- **OMB Control #:** [1910-5127](#)
- **Forms Included:** WAP Annual File, Subgrantee Information Worksheet, Quarterly Performance Report, Annual TTA/Monitoring/Leveraging Report

Reporting forms included in other ICRs:

- WAP competitive grants (SERC, CSPP, E&I) – OMB Control # 1910-5157
- Historic Preservation - OMB Control # 1910-5155
- Standard Forms (SF) 424, 424A, 425

PAGE Forms – QPR and Annual Report

Home	Grant Search: <input type="text"/>	My Favorites: <input type="text"/>
Create New Application	Grant #: EE0009914 ★	Grantee: State of Nebraska
Search		Status: Active
EECBG		
SEP		
SEP Special Projects		
WAP		
Application Documents		
Quarterly Performance Reporting		
T&TA Reporting		
Financial Reporting		
Annual Historic Preservation		
Reporting Dashboards		
Reports		
Data Exports to Excel		

Weatherization Assistance Program

GRANT GENERAL INFORMATION

Grant Number: EE0009914	Status: Active
Program Code: WAP	State: NE
Project Dates: 07/01/2022 - 06/30/2023	
Recipient Name: State of Nebraska	

Grant Contacts:	
<i>DOE Project Officer</i> Ms. Tawanna Holloway tawanna.holloway@ee.doe.gov	<i>Grantee Primary Contact</i> Sarah Starostka sarah.starostka@nebraska.gov

Grant-related Reports: [Quarterly Performance Report](#)
[T&TA Report](#)
[Federal Financial Report \(SF-425\)](#)
[Annual Historic Preservation Report](#)

Information Collection Request (ICR) Timeline

PLANNING

- **SPRING 2022:** DOE begins drafting ICR package
- **MAY 2022:** Initial stakeholder meetings
- **MAY – JUNE:** DOE internal review of draft ICR and forms
- **SUMMER 2022 – EARLY 2023:** Work with PAGE team to update systems, draft policy guidance and develop T&TA for Grantees

SUBMISSION

- **SUMMER - FALL:** Additional stakeholder engagement
 - September 20 webinar
 - National conferences
- **FALL:** Federal Register Notices
 - 60-day notice published August 26, 2022
 - 30-day notice planned
- **LATE 2022:** DOE submits WAP ICR package to OMB (goal)

IMPLEMENTATION

- **EARLY 2023:** Following OMB approval DOE will:
 - Complete PAGE updates
 - Publish reporting guidance
 - Provide T&TA
- **MAY 2023:** Earliest anticipated launch of new reports

ICR & Federal Register Notices

- **60-day Notice**
 - Published August 26
 - Comment period open through October 25
 - See p. 123 here:
<https://www.govinfo.gov/app/frtoc/2022-08-26>
 - Send questions or comments to
Brittany.Price@ee.doe.gov
- **30-day Notice**
 - Late October – November

More details on the PRA and ICR Process:
<https://pra.digital.gov/clearance-process/>

Process overview for standard clearance

Steps	Who is involved?		
	Agency	Public	OMB
Step 1 Agency develops the information request. Your agency may have an internal approval process at this stage	✓		
Step 2 Agency publishes 60-day notice to the Federal Register for comment	✓	✓	
Step 3 Agency considers the public comment on the notice, and makes changes, if applicable	✓		
Step 4 Agency publishes 30-day notice to the Federal Register for public comment and concurrently submits final package to OMB for review	✓	✓	✓
Step 5 OMB reviews and engages the agency on any questions/comment, then issues a decision			✓

NEW PERFORMANCE MEASURES

Policy Drivers

- **New Funding:**
 - Bipartisan Infrastructure Law
 - Weatherization Readiness
- **Whole-of-Government Priorities:**
 - Diversity, Equity and Inclusion (DEI) and Justice40
 - Pending additional OMB guidance
- **DOE Priorities:**
 - Workforce Development and Decarbonization
 - Pending additional internal guidance and DOE realignment

Annual Congressional Reporting Requirement (42 U.S.C 6871)

Data by Grantee:

- Average cost per unit
- Average size of dwellings
- Number of multifamily buildings weatherized
- Number of individual dwelling units in multifamily buildings
- Average income of households receiving assistance

Equity and Justice

- **Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government**
 - Required every Federal agency complete a review of programs, policies and practices to better ensure equitable service to all eligible communities
- **Executive Order 14008: Tackling the Climate Crisis at Home and Abroad**
 - Established the Justice40 Initiative goal to deliver 40 percent of the overall benefits of federal investments to disadvantaged communities
- **OMB Memorandum 21-28: Interim Guidance for the Justice40 Initiative**
 - WAP Justice40 Implementation Plan and initial metrics submitted to OMB in 2021

Equity and Justice – DOE Metrics

Policy Priorities	Benefit Metric and Units
1. N/A	Dollars spent [\$] by DOE Covered Programs [\$] in DACs
2. Decrease energy burden in DACs	Dollars saved [\$] in energy <i>expenditures</i> due to technology adoption in DACs
	Energy saved [MMBTU or MWh] or reduction in fuel [GGe] by DACs
5. Increase clean energy enterprise creation and contracting for minority or disadvantaged businesses in DACs	Number of contracts and/or dollar value [\$] awarded to businesses that are principally owned by women, minorities, disabled veterans, and/or LGBT persons
7. Increase access to low-cost capital in DACs	Dollars spent [\$] by source and purpose and location
	Leverage ratio of private to public dollars [%]
	Loan performance impact through dollar value [\$] of current loans and of delinquent loans (30-day or 90-day) and/or number of loans (30-day delinquent or 90-day default)

DAC = Disadvantaged Community

<https://www.energy.gov/sites/default/files/2022-07/Final%20DOE%20Justice40%20General%20Guidance%20072522.pdf>

Equity and Justice

Quarterly Performance Report

- Using existing metrics for some reporting (e.g., expenditures, completed units)
- Tentatively adding the following for DOE-funded measures and units:
 - Completed Units by Subgrantee
 - Renewable Energy Installed (total kw)

Annual Report

- New question - narrative describing equity and justice initiatives
- New questions in the T&TA Report section:
 - Number of minority, women and veteran-owned businesses contracting with Grantee and Subgrantee
 - Workforce partnerships and lessons learned in workforce development

Weatherization Readiness Funds (WRF)

Weatherization Program Notice 22-6: WRF Reporting

Grantees are required to track the number of dwelling units made weatherization ready and for each building or unit:

- Year Built
- Housing Type
- Nature of repairs needed
- Weatherization Readiness expenditure per unit and building
- Leveraged fund expenditure per unit and building

Weatherization Readiness Funds (WRF) – Tentative Reporting

Quarterly Performance Report - Metrics

- Grantee-level expenditures
- Total number of completed units also receiving WRF (Grantee-level)

Annual T&TA and Monitoring Report - Narrative

Describe activities completed with DOE Weatherization Readiness Funding (WRF) including:

- Average age of buildings receiving WRF.
- The common causes for deferrals and repairs/remediation measures completed.
- DOE WRF expenditure per unit and building.
- Leveraged fund expenditure per unit and building.

Congressional Reporting

New legislative language set forth in Section 414(I) of the Consolidated Appropriations Act, 2021 (P.L. 116–260):

(I) Annual Report:

...Such report shall include information and data furnished by each State on the average costs incurred in weatherization of individual dwelling units, the average size of the dwellings being weatherized, the number of multifamily buildings in which individual dwelling units were weatherized during the previous year, the number of individual dwelling units in multifamily buildings weatherized during the previous year, and the average income of households receiving assistance under this part. (42 U.S.C. 6871)

Congressional Reporting

Quarterly Performance Report

- Unit completions
- Multifamily Buildings
- Units by Level of Household Income
 - Up to 50% FPL
 - 51 – 100%
 - 101 – 150%
 - 151 – 200%
 - Categorical Eligibility – LIHEAP
 - Categorical Eligibility – HUD
 - Unknown (multifamily unit)

Annual Report

- No new additions

Program Assessments

- In addition to quarterly and annual reporting, DOE WAP plans to conduct periodic assessments throughout the BIL performance period. Topics may include:
 - Workforce development
 - Fuel switching and new technologies
 - Best practices in leveraging and braiding funds
 - Best practices in use of Weatherization Readiness funds and treating deferrals