

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009970		2. Program/Project Title Weatherization Assistance Program: Bipartisan Infrastructure Law	
3. Name and Address State of Alabama 401 Adams Avenue - Suite 560 Montgomery, AL 361035690		4. Program/Project Start Date 07/01/2022	5. Completion Date 06/30/2027

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. Federal	81.042	\$ 0.00		\$ 47,489,502.00		\$ 47,489,502.00
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 47,489,502.00	\$ 0.00	\$ 47,489,502.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRATI ON	(2) SUBGRANTEE ADMINISTRATI ON	(3) GRANTEE T&TA	(4) SUBGRANTEE T&TA	
a. Personnel	\$ 81,107.00	\$ 0.00	\$ 413,204.00	\$ 0.00	\$ 494,311.00
b. Fringe Benefits	\$ 36,055.00	\$ 0.00	\$ 177,767.00	\$ 0.00	\$ 213,822.00
c. Travel	\$ 0.00	\$ 0.00	\$ 153,550.00	\$ 0.00	\$ 153,550.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 100,000.00	\$ 0.00	\$ 100,000.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	\$ 10,000.00
f. Contract	\$ 0.00	\$ 5,475,436.00	\$ 7,318,770.00	\$ 144,000.00	\$ 44,276,992.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 36,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 746,000.00
i. Total Direct Charges	\$ 153,162.00	\$ 5,475,436.00	\$ 8,173,291.00	\$ 144,000.00	\$ 45,994,675.00
j. Indirect Costs	\$ 1,494,827.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,494,827.00
k. Totals	\$ 1,647,989.00	\$ 5,475,436.00	\$ 8,173,291.00	\$ 144,000.00	\$ 47,489,502.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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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	\$ 47,489,502.00	\$ 0.00	\$ 47,489,502.00

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	\$ 494,311.00
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 213,822.00
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 153,550.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100,000.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00
f. Contract	\$ 24,490,286.00	\$ 5,180,000.00	\$ 86,500.00	\$ 82,000.00	\$ 44,276,992.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 710,000.00	\$ 0.00	\$ 746,000.00
i. Total Direct Charges	\$ 24,490,286.00	\$ 5,180,000.00	\$ 796,500.00	\$ 82,000.00	\$ 45,994,675.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,494,827.00
k. Totals	\$ 24,490,286.00	\$ 5,180,000.00	\$ 796,500.00	\$ 82,000.00	\$ 47,489,502.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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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	\$ 47,489,502.00	\$ 0.00	\$ 47,489,502.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) VEHICLES AND EQUIPMENT	(2)	(3)	(4)	
a. Personnel	\$ 0.00				\$ 494,311.00
b. Fringe Benefits	\$ 0.00				\$ 213,822.00
c. Travel	\$ 0.00				\$ 153,550.00
d. Equipment	\$ 0.00				\$ 100,000.00
e. Supplies	\$ 0.00				\$ 10,000.00
f. Contract	\$ 1,500,000.00				\$ 44,276,992.00
g. Construction	\$ 0.00				\$ 0.00
h. Other Direct Costs	\$ 0.00				\$ 746,000.00
i. Total Direct Charges	\$ 1,500,000.00				\$ 45,994,675.00
j. Indirect Costs	\$ 0.00				\$ 1,494,827.00
k. Totals	\$ 1,500,000.00				\$ 47,489,502.00
7. Program Income	\$ 0.00				\$ 0.00

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WEATHERIZATION ANNUAL FILE WORKSHEET**

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IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Alabama Council on Human Relations, Inc. (Auburn)	\$1,520,564.00 162
Central Alabama Regional Planning and Development Commission (CARPDC) (Montgomery)	\$3,291,271.00 362
Community Action Agency of Northeast Alabama, Inc (Rainsville)	\$8,174,291.00 908
Community Action Agency of Northwest Alabama, Inc. (Florence)	\$1,376,797.00 144
Community Action Agency of South Alabama, Inc. (Daphne)	\$2,375,694.00 249
Community Action Agency of Talladega, Clay, Randolph, Calhoun and Cleburne Counties (Talladega)	\$1,916,533.00 205
Community Action Committee, Inc. of Chambers-Tallapoosa-Coosa (Dadeville)	\$743,567.00 73
Community Action Partnership of Huntsville/ Madison and Limestone Counties, Inc. (Huntsville)	\$2,538,557.00 276
Community Action Partnership of North Alabama, Inc. (Decatur)	\$2,555,216.00 288
Community Service Programs of West Alabama, Inc (Tuscaloosa)	\$2,648,426.00 280
Mobile Community Action, Inc. (Mobile)	\$4,043,119.00 430
Montgomery County Commission, c/o Central Alabama Regional Planning and Development Commission (Montgomery)	\$2,190,468.00 247
Organized Community Action Program, Inc. (Troy)	\$3,583,719.00 376
Total:	\$36,958,222.00 4,000

IV.2 WAP Production Schedule

Weatherization Plans		Units
Total Units (excluding reweatherized)		4,000
Reweatherized Units		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	\$1,500,000.00
B	Total Units Weatherized	4,000
C	Total Units Reweatherized	0
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	4,000
E	Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$375.00
AVERAGE COST PER DWELLING UNIT (DOE RULES)		
F	Total Funds for Program Operations	\$24,490,286.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	4,000

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H	Average Program Operations Costs per Unit (F divided by G)	\$6,122.57
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$375.00
J	Total Average Cost per Dwelling (H plus I)	\$6,497.57

IV.3 Energy Savings

Method used to calculate savings: WAP algorithm Other (describe below)

	Units	Savings Calculator (MBtus)	Energy Savings
This Year Estimate	4000	29.3	117200
Prior Year Estimate	425	29.3	12452
Prior Year Actual	546	29.3	15998

Method used to calculate savings description:

IV.4 DOE-Funded Leveraging Activities

Low-Income Home Energy Assistance Program (LIHEAP) funds are provided through the U.S. Department of Health and Human Services. LIHEAP funds can be used in conjunction with DOE funds and will be available for weatherization activities during the Bipartisan Infrastructure Law (BIL) performance period.

In accordance with 440.14 (b)(9)(xiv), the State of Alabama encourages subgrantees to utilize private resources to increase the amount of assistance to eligible clients. No State funds are available for weatherization projects and since all of the subgrantees are public or nonprofit entities, they must rely solely on Federal funds (LIHEAP and DOE).

IV.5 Policy Advisory Council Members

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

Mr. Antwon Prince-Sealey	Type of organization: Non-profit (not a financial institution) Contact Name: Mr. Antwon Prince-Sealy Phone: 2054690397 Email: aprince@cspwal.com
Mr. Donny Barber	Type of organization: Non-profit (not a financial institution) Contact Name: Donny Barber Phone: 3342624300 Email: dbarber@carpdc.com
Mr. Kris Rowe	Type of organization: Non-profit (not a financial institution) Contact Name: Kris Rowe Phone: 2052277688 Email: krowe@caaalabamaorg.com
Mr. Luke Laney	Type of organization: Non-profit (not a financial institution) Contact Name: Luke Laney Phone: 2566384430 Email: luke@caaneal.org
Mr. Scott Stabler	Type of organization: Unit of State Government Contact Name: Scott Stabler Phone: 3343588712 Email: scott.stabler@adss.alabama.gov
Ms. Delores Mastin	Type of organization: Non-profit (not a financial institution) Contact Name: Delores Mastin Phone: 2567041641 Email: dmastin@caa-htsval.org
Ms. Marquita Lennon	Type of organization: Unit of State Government Contact Name: Marquita Lennon Phone: 3342422698 Email: marquita.lennon@psc.alabama.gov

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Ms. Tanganyika Grayson	Type of organization: Utility Contact Name: Phone: 2052572357 Email: tgrayso@southernco.com
Ms. Wendy Littles	Type of organization: Unit of State Government Contact Name: Wendy Littles Phone: 3343533375 Email: Wendy.Littles@adeca.alabama.gov

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

Date Held	Newspapers that publicized the hearings and the dates the notice ran
08/23/2022	Notice was posted on August 12, 2022 on the Secretary of State Website as required by the Alabama Open Meetings Act. The virtual public hearing will be held on August 23, 2022.
08/23/2022	Notice for the public hearing was published in the Montgomery Independent on August 11, 2022 and also in the Mobile Press Register and the Birmingham News on August 12, 2022. The virtual public hearing will be held on August 23, 2022.

IV.7 Miscellaneous

<p>Alabama entered into a Programmatic Agreement with the State Historic Preservation Office on April 6, 2010; this agreement was amended on December 7, 2020 and extended to December 31, 2030.</p> <p>Notices for Public Hearings are posted on the Secretary of State Website as required by the Open Meetings Act https://www.openmeetings.alabama.gov/generalpublic/display_notices.aspx</p> <p>Notice of Public Hearing is also posted in newspapers throughout the State. Notices are attached.</p> <p>Additionally subgrantees are notified of a public hearing by email and standard mail.</p> <p>Recipient Principal Investigator: Derek Wilson E-mail: derek.wilson@adeca.alabama.gov Phone: 334-242-5373</p> <p>Recipient Business Officer: Kenneth W. Boswell, Director E-mail: kenneth.boswell@adeca.alabama.gov Phone: 334-242-5594</p> <p><u>Davis Bacon Act Compliance:</u></p> <p>In accordance with Section 40551, subpart (b) of the Bipartisan Infrastructure Law, any WAPBIL funded weatherization work on multifamily buildings with no fewer than 5 units will be required to pay wages to all laborers and mechanics engaged in the construction, alteration, or repair of those multifamily buildings (whether employed by a contractor or subcontractor) wages “at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor.”</p> <p>DOE will issue additional guidance regarding the prevailing wage requirements and KWAP will incorporate future guidance into program policies, management, and monitoring. Since the Davis Bacon requirement only applies to multifamily units and WAPBIL funding, to avoid triggering the extra work of Davis Bacon compliance, Alabama WAP anticipates prioritizing multifamily projects for non-WAPBIL funding sources (annual DOE allocation, LIEAP, etc.).</p> <p><u>Buy American Provisions:</u></p> <p>The BIL included a new “Buy America, Build America” section which created a number of new responsibilities and requirements, including a new—permanent—Buy American domestic preference requirement for all iron, steel, manufactured products, and construction materials used in certain financial assistance projects.</p> <p>DOE will issue additional guidance regarding the requirements and applicability, as well as the possibility for applying for a special waiver. Alabama WAP will incorporate future guidance into program policies and management.</p>
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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

Income data for the 12 months preceding the date of application is used. The Grantee provides subgrantees with an "Application for Weatherization Assistance Form" containing information that must be obtained from prospective program participants before a decision can be made on their eligibility for weatherization assistance. All applicants are required to identify the amount and source of income for their household. In addition, they have to indicate whether they rent or own their home. All applicants are required to sign their application, testifying to the correctness of their statements. Falsification of an application is subject to prosecution. Income is defined as the items listed in Weatherization Program Notices (WPN) that dictate Poverty Income Guidelines.

To be eligible for WAP services, an applicant must have a gross annual household income at or below 200 percent of the poverty level as published by the U.S. Department of Health and Human Service

Describe what household eligibility basis will be used in the Program

No dwelling may be weatherized without documentation that the unit is an eligible unit. A standard weatherization application is used by subgrantees. This application requires that all household income be calculated, per DOE requirements. It also requires that income and home ownership is verified by subgrantee. Income eligibility limits will follow the 200% of poverty guidelines updated yearly in DOE Program Notices.

Subgrantees are required to maintain a signed weatherization program application in the client's file.

A record of previously weatherized dwelling units by address is maintained in FACSPRO which is the intake system utilized by all subgrantees. If the house is eligible for reweatherization, the subgrantee makes a determination whether or not to reweatherize the house based on a number of factors.

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

Priorities are described in Section V.5.

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

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

Requirements for Qualified Aliens

A Qualified Alien is defined in 8 U.S.C. § 1641 and is eligible for weatherization if all other points of eligibility are met.

Additional information can also be found in LIHEAP IM HHS Guidance on the Use of Social Security Numbers (SSNs) and Citizenship Status Verification Published December 12, 2014

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation

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The subgrantee is required to enter all household information into FACSPRO which is the intake system utilized by all subgrantees. FACSPRO automatically calculates the number of priority points for the applicant. Household income documentation must be retained in the client file as well. Proof of ownership is required. If the unit is a rented unit, the owner/landlord must sign a rental release form which specifies that rent will not be raised solely due to the increased value because of weatherization and that no undue or excessive enhancement shall occur to the value of the dwelling. FACSPRO maintains weatherized addresses from 2002 present individual agencies may have additional records.

Describe Reweatherization compliance

Section 1011(h) of the Energy Act of 2020, amends 42 U.S. Code § 6865(c)(2) removing the reweatherization date, September 30, 1994, and create a "rolling" option.

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.

All subgrantees use a centralized intake system called FACSPRO. This system is used to track completed weatherized units and will be used to insure that homes that have received weatherization assistance are not eligible to receive additional weatherization assistance using federal funds until at least 15 years after the date of completion. FACSPRO allows addresses to be searched to determine if a unit has received prior weatherization and the date of those services. Additionally, if an address has received previous weatherization then weatherization services will not appear as an eligible program for that applicant. To ensure accurate records of weatherized homes are maintained, the use of FACSPRO will be required by all agencies during the performance period. The FACSPRO system maintains weatherized addresses from 2002-present - individual subgrantees may have additional records.

Describe what structures are eligible for weatherization

Structures eligible for weatherization include single family and manufactured housing. Non-traditional dwelling units such as shelters, apartments over businesses, etc., will be discussed with, and if necessary, approved by the DOE Project Officer prior to weatherization. All structures must be stationary and have a specific mailing (street) address. Campers, nonstationary trailers, and storage buildings are not eligible.

Multi-family units that are 4 units or less must use the National Energy Audit Tool (NEAT).

Multi-family Units greater than 4 units must use a DOE approved Multi-family Energy Audit. The audit will be submitted to the Grantee who will submit it to DOE for review and approval before any work may be done.

Additionally, NEAT can be used for individually heated and cooled units under 25 units, in addition to sending to DOE for prior approval.

A programmatic agreement is chartered between DOE, the Advisory Council on Historic Preservation, and the National Conference of State Historic Preservation Officers. The programmatic agreement works to eliminate a backlog of houses from unnecessary review and streamline the process of completing weatherization projects. Through this agreement, DOE made the Advisory Council aware of what the specifics of the Weatherization Assistance Program are and that most measures do not alter the structure of homes. Based on the WAP Priority Measures list, this agreement exempts most of the measures performed through weatherization from Section 106 review. A list of these exempt measures was included in the appendices of the Programmatic Agreement. The list was compiled with the WAP Priority Measures list as guidance.

Describe how Rental Units/Multifamily Buildings will be addressed

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In order to insure the benefits of weatherization accrue primarily to the low-income tenants, subgrantees are required to have a Rental Release Form signed by the Client/Tenant and the Landlord/Owner.

This form allows the subgrantee to perform weatherization work on the home and also prohibits the landlord/owner from raising the rent for a period of one year based solely on the increased value of the dwelling because of weatherization.

No undue or excessive enhancement shall occur to the value of the dwelling unit. A properly executed energy audit with an ECM of 1 or greater would not constitute an undue enhancement. The weatherization program is primarily an energy efficiency program, not a home repair and rehabilitation program. Extensive repair and rehabilitation measures outside the scope of weatherization such as roof and siding replacement, home improvement/beautification, etc. are not allowed with DOE funds.

Multi-family units are eligible and may be weatherized if the following criteria are met:

66% of the units must be income eligible to weatherize a multifamily unit with 5 or more units

50% must be income eligible to weatherize a multifamily dwelling of 4 units or less

Describe the deferral Process

Deferral may be necessary if issues cannot be adequately addressed. The decision to defer work in a dwelling is difficult but necessary in some cases. This does not necessarily mean that assistance will never be provided, but that weatherization work must be postponed until the problematic conditions causing deferral can be resolved with alternative sources of help and/or funding. In the judgment of the assessor, any conditions that exist which may endanger the health and/or safety of the occupants or workers should necessitate that weatherization be deferred until the conditions are corrected. Deferral may also be necessary where occupants are uncooperative, abusive, or threatening. Such insolent behavior on the part of the occupants will not be tolerated and may consequently result in weatherization assistance never being provided.

A dwelling unit should not be weatherized where there is a major code violation or where there is a potentially harmful situation that may adversely affect the occupants, subrecipient staff, or weatherization contract workers. Only after the unit owner corrects the problems shall weatherization work begin. It is not necessarily the responsibility of the Subrecipient to correct such problems. The Subrecipient's Weatherization Coordinator, assessor, or contract assessor must declare his/her intent to defer weatherization on an eligible unit on the *Home Energy Assessment Checklist* and/or the *Health and Safety Inspection Checklist*. Either checklist should include the client's name and address, dates of the audit/assessment and when the client was informed in writing, and a clear description of the problematic condition(s).

The United States Department of Energy (USDOE), however, requires that additional documentation be maintained in the client file whenever deferral is deemed necessary. The *Weatherization Deferral Form* serves to clearly inform the client of the reason(s) to defer weatherization assistance on his/her home and what actions the client or his/her landlord must undertake to rescind the deferral to permit weatherization assistance to ensue. It is expected in nearly all cases of deferral that the client signs the *Weatherization Deferral Form* to acknowledge that he/she understands the reasoning for the deferral and what actions must be undertaken to rescind the deferral. Deferrals should be tracked within the FACSPRO client database.

Few circumstances may arise where deferral is a result of insolent behavior or illegal activity. Requiring a client to acknowledge such conditions or activity exist in his/her home by signing the *Weatherization Deferral Form* may very likely place the party initiating the deferral in a precarious situation. Under absolutely no circumstances does the State of Alabama expect weatherization personnel to place themselves in such risky situations. In cases where weatherization personnel's safety is compromised, completing the *Weatherization Deferral Form* should be postponed until the weatherization assessor has time to discuss the case with the weatherization coordinator away from the potentially dangerous environment of the client's home. In accordance with USDOE's expectations, though, the client must still be notified for the reason(s) for the deferral. Therefore, the weatherization Subrecipient, in these rare but dangerous circumstances, must mail the *Weatherization Deferral Form* to the client certified mail with return receipt via the United State Postal Service. A copy of the *Weatherization Deferral Form* and the return receipt must be maintained in the client file to verify due diligence on the part of the weatherization Subrecipient was taken to notify the client of the reason(s) for deferral.

Should a client request a second opinion on a deferral, the Subrecipient is encouraged to contact its local county health, building, electrical, or other county inspector to request an inspection of the site. Should the client refuse to have a county inspector inspect the dwelling, the weatherization coordinator will note the refusal in the client file, and no weatherization work shall be performed on the dwelling. If the inspector deems that work pending deferral can or should be performed, the weatherization coordinator, assessor, and weatherization contractor are encouraged to work with the inspector's suggestions to make the improvements. However, the inspector does not make the final determination on the amount, cost of work, or measures applied to the unit. Consequently, the weatherization coordinator may deem the suggested measures to be financially or programmatically out of the scope of Weatherization Assistance Program and

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may still defer the weatherization work.

A weatherization contractor, too, may encounter a unit to be unfit for weatherization by the time of his/her arrival to perform weatherization work. If this so happens to be the case, the weatherization contractor should not begin work, but instead contact the weatherization coordinator to explain the problematic condition(s). The weatherization coordinator should then follow the same procedures in documenting the deferral as required when a problematic condition necessitating a deferral is discovered during the assessment. The State of Alabama does not require, expect, or encourage weatherization contractors to work in unsafe or unhealthy conditions.

Deferral conditions may include, but are not limited to:

1. The client, or other household member, has known health conditions that prohibit the installation of insulation materials or other weatherization materials.
2. The building structure or its mechanical systems, including electrical and plumbing, are in such a state of disrepair that failure is imminent and the conditions cannot be resolved cost effectively or within the scope of the Weatherization Assistance Program guidance.
3. The house has raw sewage, excessive animal feces, or other sanitation problems that would further endanger the client and weatherization contractors if the weatherization work were performed.
4. The house has been condemned or electrical, heating, plumbing, or other equipment has been “red tagged” by local, county, or state building officials or utilities due to safety or code issues.
5. Moisture problems that are so severe they cannot be resolved under existing health and safety measures or as minor incidental repairs.
6. Dangerous conditions exist due to high carbon monoxide levels associated with combustion appliances which cannot be resolved under existing health and safety measures and guidance.
7. The client is uncooperative, abusive, hostile, or threatening to the assessors, weatherization contractors, inspectors, or others who must work on or visit the home.
8. The extent and condition of lead-based paint in the house would potentially create increased health and safety hazards for both the occupants and crew members.
9. In the judgment of the assessor, if any condition exists which may endanger the health and/or safety of the work crew or subcontractor, then the work should not proceed until the identified condition(s) is satisfactorily corrected.
10. If a mold condition is discovered during the assessment of the home by an assessor and cannot be adequately addressed by the weatherization contractor, the unit will be referred to the appropriate public or non-profit agency for remedial action. Alabama weatherization Subrecipients shall defer work on the home until the owner completes mold remediation or another funding source funds and completes the mold remediation. Alabama weatherization Subrecipients shall distribute the pamphlet from the U.S. Environmental Protection Agency (EPA), Indoor Environment Division, (IED): “A Brief guide to Mold, Moisture, and Your Home” to all clients whether or not mold is found. The pamphlet can be found at <http://www.epa.gov/mold/pdfs/moldguide.pdf>
11. Client cannot be reached at telephone number on file due to the service being disconnected or due to client unavailability.
12. Client refuses to allow assessors access to all areas of the home necessary to conduct the comprehensive weatherization assessment.
13. Presence of animals which pose a risk to assessors, weatherization contractors, and/or inspectors. The work may be deferred until such animal threats have been secured adequately so that they no longer pose a threat.
14. Unable to gain access to the area to perform work. The work may be deferred until the blocked access is cleared to allow the necessary access to perform the work.
15. The unit is of such filth and squalor or where the presence of excessive hoarding hampers the ability of the assessor or contractor to carry out their weatherization duties.
16. The presence of illicit activity on the premises including but not limited to: illegal drug use; distribution, possession, and/or sale of illegal drugs; prostitution; domestic violence; child abuse; and cruelty to animals. In cases where unlawful activity is witnessed, local authorities are to be notified promptly by the weatherization coordinator. Written documentation explaining the unlawful activity should be maintained in the client file and if possible, without jeopardizing one’s safety, the weatherization personnel may try to obtain photographic documentation of the illicit activity to provide to authorities.

When a home is deferred for weatherization services, the subrecipient determines if another program within that subrecipient or local to the area will be able to assist and correct deferral issues. If no program can be identified, the client is referred to other sources such as USDA and 211 Connects Alabama which is a state-wide referral service through United Way.

V.1.3 Definition of Children

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

V.1.4 Approach to Tribal Organizations

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

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

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The Grantee will ensure that eligible members of tribal organizations will receive benefits equivalent to the assistance provided to other low-income persons within Alabama. The Grantee stipulates that subgrantees assure weatherization activities to include low-income Native Americans.

V.2 Selection of Areas to Be Served

Subgrantees have service areas which the appropriate public officials designated when establishing the entities. These service areas are recognized by the Grantee in determining areas to be served by weatherization projects operated by either a community action agency or local government entity. All of Alabama's 67 counties are served.

Applicants are served based on the Priority Points received during application. Applicants with the highest points are served first. Any deviation from the usual procedure requires documentation be maintained in the client file.

In the event a subgrantee cannot fulfill the terms of its contract, the Grantee will designate a temporary alternate subgrantee to provide weatherization services for the area until a new subgrantee for that area can be selected through a Request for Proposals process. This will help minimize the disruption for the service area until a new subgrantee is in place.

The formula used to allocate funds to each county in Alabama is based on the percentage of population.

The Grantee ensures that in selecting WAP subgrantees, preference is given to Community Action Agencies or other public or nonprofit entities that have, or are currently administering, an effective program, with program effectiveness evaluated by consideration of factors including, but not necessarily limited to, the following:

The extent to which the past or current program achieved or is achieving weatherization goals in a timely fashion;

The quality of work performed by the subgrantee; and

The number, qualifications, and experience of the staff members of the subgrantee.

The Grantee ensures that the funds received from DOE for the WAP will be allocated in accordance with DOE's selection criteria for subgrantees. These funds will be allocated to areas on the basis of the relative need for a weatherization project by low-income persons.

Funds are allocated based on the U. S. Census Poverty Percentage Factor Data. The percentage below poverty figure for each county is applied. This ensures that funds are allocated to all areas based on relative need.

Multi-county subgrantees will be required to adhere to each county's allocation of WAP funds by weatherizing a proportional number of units within each county of its service area in relation to its total WAP allocation.

V.3 Priorities

In identifying and providing weatherization assistance, priority is given to elderly and disabled low-income persons, families with small children, and other high energy consuming dwelling units according to the following standard state-wide prioritization procedures. These procedures are based upon a Priority Point System in which points are assigned as follows:

Priority Point System:

1. If head of household is disabled - 10 points

2. If head of household is elderly (60 or over) - 10 points

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3. Household with children under 18 years of age - 10 points

4. If one or more members of the household is elderly and/or disabled - 5 points

5. High Energy Consumers (utility bill \$200.00 or more) or LIHEAP Client - 5 points

6. High Energy Burden (residential energy burden exceeds median level of energy burden) - 5 points

Applications with the highest number of points will be weatherized first. Occasionally an agency will come across a dwelling that may not rank as high on the point system as others, yet because of some unusual circumstance, such as illness, storm damage or other, the need for weatherization assistance is great. In such cases the agency may make an exception and weatherize that dwelling.

The purpose of the Priority Points System is to assist subgrantees in identifying the dwelling units most in need of weatherization assistance according to the established priorities. The Priority Points System provides for a fair and consistent means of evaluating and selecting which clients can be served and in what order.

V.4 Climatic Conditions

The climatic conditions for the major urban areas of Alabama are included in each year's State Plan. This data was obtained from the National Weather Service. The climatic variances within the state influence certain procedures utilized in the WAP. The State of Alabama falls into two major climatic zones: the northern part of the state is considered a Mixed-Humid climate while the Southern part of the state is considered a Hot-Humid Climate.

Additionally, the southernmost area of the state is also part of a Coastal Climate.

See attachment for Heating and Cooling Degree Days

V.5 Type of Weatherization Work to Be Done

V.5.1 Technical Guides and Materials

Types of Work to be Performed

The State of Alabama's utilizes the National Energy Audit Tool (NEAT) or the Manufactured Home Energy Audit (MHEA).

All work to be done will be consistent with a DOE-approved energy audit using materials meeting the requirements of Appendix A.

Implementation of Weatherization Program Notice 154: Section 1

The Alabama WAP Field guides for Single Family Site Built and Mobile Homes were approved by DOE, December 2021.

Hard copies along with electronic versions are available to the network. Hard copies are provided to subgrantees and electronic versions are emailed and available on the ADECA website at: <https://adeca.alabama.gov/weatherization/>

Signed receipts will be maintained to indicate receipt and agreement with standards outlined in field guides.

Implementation of Weatherization Program Notice 154: Section 2

All subgrantee agreements and vendor contracts will contain language which clearly documents the specifications for field work. The Grantee will include a certification document with the subgrantee contracts to document acknowledgment and receipt of these technical requirements.

Sample contract language may include, but is not limited to, the following:

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All weatherization work performed with DOE funds by the subgrantee or any of its contractors must meet the guidelines specifications outlined in the Standard Work Specifications (SWS) provided by the Department of Energy (DOE) and the National Renewable Energy Laboratory (NREL). The Alabama Weatherization Field Guide has been updated to include specifications and references to the Standard Work Specifications (SWS) and must be adhered to when performing weatherization work. Additional information regarding the Standard Work Specifications can be found at <https://sws.nrel.gov/>. All contracts and subcontracts entered into by the subgrantee and/or one of its contractors must include the language above.

Signed contracts will confirm receipt of and agreement to adhere to work quality expectations.

Field guide types approval dates

Single-Family: 12/6/2021
Manufactured Housing: 12/6/2021
Multi-Family:

V.5.2 Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE

Audit Procedure: Single-Family Audit Name: Approval Date: 1/21/2021

Audit Procedure: Manufactured Housing Audit Name: Approval Date: 1/21/2021
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Audit Procedure: Multi-Family Audit Name: Approval Date:
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Comments

Alabama received approval for the use of Weatherization Assistant v.10 on Jan 21, 2021. Currently all units will require an audit using either a National Energy Audit Tool (NEAT) or Mobile Home Energy Audit (MHEA) whichever is applicable. Alabama will pursue receiving approval for the implementation of an Optional Priority List to be used in conjunction with Energy Audits as applicable.

Multi-Family
Multi-Family Units that are 4 units or less must use the Single Family Audit Tool (NEAT).

Multi-Family Units greater than 4 units must use a DOE approved Multi-Family Energy Audit. The audit will be submitted to the Recipient who will submit it to DOE for review and approval before any work may be done.

Additionally, (NEAT) can be used for individually heated and cooled units under 25 units, in addition to sending to DOE for prior approval.

V.5.3 Final Inspection

Subgrantees are required to conduct and approve a final inspection of each dwelling weatherized before the job can be reported to the Grantee as complete. Noncompliance to this program requirement is considered a serious offense and can jeopardize a subgrantee's funding.

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Both the Building Weatherization Report (BWR) and the Final Inspection form must be signed and dated by the individual(s) trained and authorized to complete the inspection. The Final Inspection form also requires the signature of the Head of Household which verifies all work was performed in a satisfactory manner.

The Final Inspection forms are retained in the client's folder and inspected for compliance by Grantee monitor(s) when a monitoring visit is conducted. At the beginning of each month, subgrantees submit BWRs of all homes completed the previous month to the Grantee for review by the monitors and/or the program manager to ensure program compliance.

Grantee staff also inspects the subgrantee's completed work during the monitoring visit onsite reviews. Weatherized homes are inspected to verify compliance with the installation standards. The Grantee will monitor/inspect at least 10% of completed units. Grantee staff selects which jobs will be monitored at random and/or during the course of a desk review which is conducted prior to each visit.

Implementation of Weatherization Program Notice 154: Section 3

Funds are regularly available for Grantee and subgrantee staff to obtain Quality Control Inspector certification through IREC-accredited training centers. Subgrantees will have the option of obtaining the QCI certification and performing the quality control inspections at their agencies, or if subgrantee staff is unable to obtain certification, the subgrantee will be required to subcontract a Quality Control Inspection by a Quality Control Inspector.

- All units reported to DOE as completed will be inspected to insure compliance with specifications outlined in the SWS.
- All quality control inspections, including final inspections and monitoring inspections, will be conducted and signed off by a certified QCI.

Due to the lack of available staff, subgrantees may use the Independent Auditor/QCI which will allow the auditor/assessor to be the same individual. Because this model does not allow for an independent review, the Grantee will increase its monitoring efforts to include at least 10% of units completed by each subgrantee.

There are 13 subgrantees in the State of Alabama. All Weatherization Coordinators will have the ability to attend QCI training; however, due to the prerequisites for testing, not all Weatherization Coordinators may not be able to obtain certification. For subgrantees that do not have certified staff, each will be required to contract QCI inspections either in partnership with other community action agencies or through other certified individuals. A Memorandum of Understanding (MOU) will be entered into by subgrantees wishing to partner with each other to perform Quality Control Inspections.

Two Quality Control Inspector Training's have taken place in Alabama through Southface Energy Institute. Currently nine (9) individuals hold QCI certifications in the State of Alabama, all of which currently work within the WAP network. Other individuals within the WAP Network have completed the QCI Training.

Subgrantees are required to ensure that each completed unit will be inspected by a certified Quality Control Inspector. As part of the Grantees' regular monitoring, final inspection forms and processes will be reviewed to ensure the inspections are being performed correctly and in a manner that meets expectations outlined in WPN 15-4. Failure to abide by the QCI process may result in questioned/unallowable cost. Multiple instances of poor QCI inspections will result in the subgrantee being placed on a Quality Improvement Plan at minimum and may result in the loss of the subgrantee's weatherization assistance program.

Final inspection forms have been updated to include language that attests that a final inspection has been performed by a Certified Quality Control Inspector and that all work has met the requirements set forth in the Standard Work Specifications.

V.6 Weatherization Analysis of Effectiveness

The Grantee continuously evaluates the effectiveness of subgrantee operations. Subgrantees are selected and retained pursuant to their experience and performance with low-income persons and its capacity to perform weatherization measures. The past or current program achievement is considered. They must have the capacity to perform quality measures in a timely and effective manner.

Subgrantees must report their activities each month. Information containing the number of homes completed, the number of applicants on the waiting list, number of homes in progress, expenditure reports and balances, etc. is reviewed and compiled for analysis and reporting purposes.

Files are maintained for each of the subgrantees which contain contracts and related information, along with production documentation and monitoring reports. Additionally files are maintained for each subgrantee which contains fiscal information, expenditure reports, backup documentation etc. The information maintained in these files can be used to show how each subgrantee is meeting their contractual responsibilities.

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Whenever there are findings during a monitoring visit, the subgrantee is required to successfully complete corrective actions as instructed by the Grantee. Future monitoring visits look closely at past issues to insure the subgrantee has understood the corrective action and continues to perform said issues correctly.

Prior to monitoring visits, the subgrantee will be sent a self-assessment tool which inquires about fiscal status, inventories, property and equipment, internal controls, etc. These can be used by the subgrantee to identify potential areas for improvement and to review specific aspects of daily activities. These assessments are provided to the Grantee during the monitoring visit and discussed with the subgrantee during the visit.

Effectiveness by Subgrantee

In an attempt to quantify more information regarding each individual subgrantee's effectiveness, the Grantee intends to review actual energy savings to compare subgrantees which have similar budgets and similar unit production requirements. Actual energy savings produced between similar subgrantees can be compared to identify potential opportunities for Training and Technical Assistance.

Onsite Inspections of Weatherized and In-Progress Units

The Grantee will monitor at least 10% of completed units. In addition to completed units, monitor(s) will inspect units in progress to identify best practices and/or shortfalls early in the process and to allow for onsite training and technical assistance opportunities in lieu of potential disallowed costs.

Program & Fiscal Monitoring

An annual monitoring visit is conducted with each subgrantee to conduct programmatic and fiscal monitoring visits. These visits focus on fiscal, administrative and programmatic compliance with all applicable federal and state WAP rules and regulations. If issues are identified during monitoring visits, they must be reconciled in the subgrantee's response to the monitoring report and are reviewed during subsequent monitoring visit to ensure problems have been corrected.

Utility Usage Data

The Grantee will work to improve the process for collection of accurate utility usage data on homes weatherized in Alabama. Better collection and use of the data will provide greater evidence of the cost savings provided by the WAP.

V.7 Health and Safety

See Attachments for Health and Safety Plan.

Total average Health and Safety Costs will not exceed 20% of Total Program Operations

Definitions:

Case by Case: separate and distinct from others of the same kind, individual judgment

Case by Case issues must be submitted to the recipient for review and approval via email with an explanation of the issue, details of the specific circumstances, and the subrecipient's perspective and suggested course of action. Additional information may be requested before a determination can be made.

Major: Notable or conspicuous in effect or scope

Minor: inferior in importance, size, or degree: comparatively unimportant

These definitions are those historically used for this program. The State is currently gathering information with the intent of updating these definitions to be definitive and measurable. This update is expected completed by mid PY or start of next PY at the latest.

V.8 Program Management

V.8.1 Overview and Organization

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Organization

Administration of the WAP at the local level is performed by subgrantees which include a local government and community action agencies. Information concerning these subgrantees follows on the next page.

The administration of the WAP is performed at the state level by the Energy Division of the Alabama Department of Economic and Community Affairs. The Grantee WAP Program consists of the Unit Chief, Program Manager, and Program Monitor. The Energy Division also administers the State Energy Program, LIHEAP, and CSBG.

Production information is submitted and reviewed by the Program Manager and Program Monitor. Monthly Expenditure Reports (invoices) are reviewed by the Program Monitor and Program Manager prior to being reviewed by Unit Chief. The Division Chief approves all reports before submitting them to Financial Services for processing and payment.

V.8.2 Administrative Expenditure Limits

Administrative funding will be no more than 15% of the total allocation. The Grantee is allowed to maintain up to 7.5% of the total allocation for administrative purposes and must allocate at least 7.5% of the total allocation to subgrantees for administrative purposes.

The budget for the 5-year Bipartisan Infrastructure Law (BIL) performance period will allocate approximately 3% for the Grantee and 12% for the subgrantees.

V.8.3 Monitoring Activities

In compliance with 10 CFR 440.12 (b) (6), the Grantee has established a monitoring plan to ensure that all subrecipients adhere to contractual and Federal regulatory guidelines and instructions, have adequate programmatic and financial management control, and perform work on homes by acceptable standards.

A ramp-up period is anticipated between July 1, 2022 and July 1, 2023 for hiring of Grantee and subrecipients staff and training purposes. Once production begins on BIL-funded units, all subrecipients will be monitored at least once each year. Subrecipients which have weaknesses in any area necessary to ensure program and fiscal compliance may receive additional visits. Unacceptable production can result in the deobligation of a subrecipient's weatherization funds and the reallocation of those funds to another subrecipients

The Alabama Weatherization Assistance Program currently has thirteen (13) subrecipients. Once production begins on BIL-funded units, all subrecipients will be monitored as follows:

Year 1 July 1, 2022 - June 30, 2023

Ramp-up Period: if any subrecipients begin production, the recipient will schedule monitoring visits

Year 2 July 1, 2023 - June 30, 2024

Quarter 1 - at least 3 subrecipient

Quarter 2 - at least 3 subrecipient

Quarter 3 - at least 3 subrecipient

Quarter 4 - remaining 4 subrecipient

Year 3 July 1, 2024 - June 30, 2025

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Quarter 1 - at least 3 subrecipient

Quarter 2 - at least 3 subrecipient

Quarter 3 - at least 3 subrecipient

Quarter 4 - remaining 4 subrecipient

Year 4 July 1, 2025 - June 30, 2026

Quarter 1 - at least 3 subrecipient

Quarter 2 - at least 3 subrecipient

Quarter 3 - at least 3 subrecipient

Quarter 4 - remaining 4 subrecipient

Year 5 July 1, 2026 - June 30, 2027

Quarter 1 - at least 3 subrecipient

Quarter 2 - at least 3 subrecipient

Quarter 3 - at least 3 subrecipient

Quarter 4 - remaining 4 subrecipient

Currently, the Recipient's WAP staff consists of a Program Manager and one Program Monitor. The Grantee intends to add two additional staff members to serve as Program Monitors. It is anticipated that the existing Program Monitor will obtain a Quality Control Inspector (QCI) certification in Spring 2023 and the new WAP Grantee staff will prepare to become certified as soon as possible. To assist with technical monitoring, the Grantee intends to issue a Request for Proposals for at least one QCI to secure those services until one or more Grantee staff are certified. The Program Manager and Program Monitors, in coordination with the QCI consultant, will complete the monitoring of case files and the quality review of completed work on homes.

The Recipient will conduct a programmatic and technical review of subrecipient each year. Alabama is using the independent Auditor/QCI option which requires at least 10% of all completed homes to be monitored. A minimum of 10% of the house allocation per subrecipient will be visited by the monitor(s). Pervasive errors, omissions, or dissatisfaction may be investigated with onsite reviews.

Monitoring includes the review of approximately 10 client files (if that many are available) to verify the completeness of the application, to confirm the appropriate documentation was used to determine eligibility, to verify proof of identity, to confirm the Priority Point calculations, and to confirm all required forms were collected. In addition, contractor files are reviewed to ensure they contain all required documentation such as business licenses, training certification, insurances, and contracts between the subrecipient and the contractor. Bid documentation is reviewed to ensure that the bidding was done according to any laws and policies and that the lowest responsible bidder is awarded the work. The Grantee also reviews subrecipient agency documentation including insurance, mileage logs, time sheets, invoices, and payments to contractors.

The Recipient will endeavor to schedule monitoring visits during the normal course of subrecipient weatherization activities to ensure Work-In-Progress units are available for observation. All reasonable measures should be made to monitor sites currently being worked on. In the event a monitoring visit takes place when no units are currently being weatherized, the Monitor will note this in the Corrective Action Plan and determine how to ensure this criteria is met and Work-In-Progress is reviewed during the Corrective Action Process.

After a monitoring visit, a report is prepared and sent to the subrecipient within thirty (30) days. This report contains an overview of the monitoring and any findings along with corrective actions, if applicable. The subrecipient has thirty (30) days to respond to the Grantee monitoring report with a corrective action plan, if applicable, that demonstrates the process and procedures that the subrecipient will implement, including timelines, to address the deficiency observed by the Recipient during the monitoring visit. The Recipient will review the corrective action plan to determine if all corrective actions have been adequately addressed. If corrective actions have not been adequately addressed, the Recipient prepares a letter to identify outstanding corrective actions. The subrecipient is required to respond within 15 days. If the subrecipient does not complete the required corrective actions, funding may be withheld until all corrective actions have been satisfactorily completed.

The Independent Auditors and State Examiners review subrecipient program operations on an annual basis. These internal audits will be conducted in

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accordance with the General Accounting Office's "Standards for Audits of Governmental Organizations, Programs, Activities, and Function" and generally accepted auditing standards established by the American Institute of Certified Public Accountants.

Monitoring findings by the Recipient and the reviews by Independent Auditors and/or State Examiners will be reported to the subrecipient in writing in a timely manner. Any deficiencies in program operations which are not corrected in accordance with the instructions may result in funds being withheld from the subrecipient or in termination of that subrecipient's program.

Each subrecipient is required to submit monthly Production Progress Reports to the Recipient within ten (10) calendar days of the first of each month after execution of the grant agreement. This report compiles data such as the demographics of the homes weatherized for the previous month. The report also tracks homes that are in progress. The reports are reviewed and recorded to ensure that planned versus performance goals are being met. Failure to submit the report within the allotted time frame could delay the subgrantee's funding.

In addition to these monitoring efforts, each subrecipient, except local governments who are audited by the State Examiner, is required to receive a Single Audit.

Report of Federal funds in compliance with 2 CFR 200 Subpart F if applicable. Audits are reviewed by Grantee staff as part of the risk assessment each year.

V.8.4 Training and Technical Assistance Approach and Activities

Training & Technical Assistance (T&TA) funds will be allocated evenly to subgrantees. Each subgrantee has been allocated a total of \$250,000.00 for T&TA during the BIL five-year performance period. While this allocation is typically utilized to pay for subgrantees' attendance at state and federal weatherization conferences, it can also be used when the Grantee is training a single agency, the subgrantee is outsourcing training needs, or for use in peer-to-peer training.

The Grantee is currently developing a Request for Proposals for a Statewide T&TA Coordinator for three major tasks: 1) prepare a training needs assessment for the WAP network to include subrecipients (financial and program management training), Retrofit Installer/Technician, Crew Leader, Energy Auditor, and Quality Control Inspector; 2) develop a customized training plan to address subgrantee training, Comprehensive Training provided by an IREC-accredited trainer, and Specific Training; and, 3) implement the plan once approved by the Grantee.

Subgrantees are encouraged to explore other training opportunities. When opportunities arise the subgrantee submits a request to attend said training to be approved by the Grantee.

Currently, certifications and licenses are maintained at the subgrantee level for contractors used by the subgrantee to perform weatherization work on homes. In that same way, the Grantee will maintain copies of certifications and a database of certified individuals in the weatherization network with an emphasis on Quality Control Inspector certifications.

There are nine individuals in the state who have QCI certification in the WAP network. QCI training will be included in the training plan to be developed by the Statewide T&TA Coordinator and will be made available for subgrantee weatherization staff.

Subgrantees will be allowed to provide T&TA funds for contractors within the WAP. The use of T&TA funds to reimburse contractors is limited to T&TA that supports the four Home Energy Professionals occupations (Retrofit Installer/ Technician, Crew Leader, Energy Auditor, Quality Control Inspector). Reimbursement will be limited to actual registration fees, lodging, and transportation costs based on the location of the conference. Contractors will also be required to sign a retention agreement stating they will continue to provide weatherization services to the Alabama WAP network for a minimum of six months.

Client Education

During the assessment of a home, the assessor reviews what measures will be performed on the home and answers any questions the client may have. The Grantee and the subgrantee are available to answer questions if an issue arises. Clients are also provided with the following booklets and pamphlets to aid in their understanding of energy saving and potential dangers:

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Energy Savers - Tips on Saving Energy and Money
Carbon Monoxide - Guard Against a Silent Killer
The Lead-Safe Certified Guide to Renovate Right
A Brief Guide to Mold, Moisture, and Your Home

Basic Radon Facts

Percent of overall trainings

Comprehensive Trainings:	10.0
Specific Trainings:	90.0

Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	40.0
Percent of budget allocated to Crew/Installer trainings:	40.0
Percent of budget allocated to Management/Financial trainings:	20.0

V.9 Energy Crisis and Disaster Plan

The State will not be implementing an Energy Crisis or Disaster Plan.