

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

2. Type of Application:

- New
- Continuation
- Revision

If Revision, select appropriate letter(s)

Other (specify):

3. Date Received

05/03/2024

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

DE-EE0009914

State Use Only:

6. Date Received by State: 05/03/2024

7. State Application Identifier: PY2024-2025

8. APPLICANT INFORMATION:

a. Legal Name: State of Nebraska

b. Employer/Taxpayer Identification Number (EIN/TIN):
470491233c. UEI:
HPZJJJ7AMFL4

d. Address:

Street 1: PO Box 98922

Street 2:

City: Lincoln

County: LANCASTER County

State: NE

Province:

Country: U.S.A.

Zip / Postal Code: 685098922

e. Organizational Unit:

Department Name:
Nebraska Department of Environment and Energy

Division Name:
Planning and Aid Division

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: First Name: Katie

Middle Name: E

Last Name: Svoboda

Suffix:

Title: Grant Section Supervisor

Organizational Affiliation: NDEE

Telephone Number: 4024713347

Fax Number:

Email: katie.svoboda@nebraska.gov

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

9. Type of Applicant:

A State Government

10. Name of Federal Agency:

U. S. Department of Energy

11. Catalog of Federal Domestic Assistance Number:

81.042

CFDA Title:

Weatherization Assistance Program

12. Funding Opportunity Number:

DE-WAP-0002024

Title:

2024 Weatherization Assistance Program (WAP)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Statewide

15. Descriptive Title of Applicant's Project:

The State of Nebraska administers the Weatherization Assistance Program through its network of eight regional sub-grantees. The Weatherization Assistance Program enables low-income families to permanently reduce their energy bills by making their homes more energy efficient.

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16. Congressional District Of:

a. Applicant: Nebraska Congressional District 01

b. Program/Project: NE-Statewide

Attach an additional list of Program/Project Congressional Districts if needed:

17. Proposed Project:

a. Start Date: 07/01/2024

b. End Date: 06/30/2025

18. Estimated Funding (\$):

a. Federal	3,469,604.00
b. Applicant	0.00
c. State	0.00
d. Local	0.00
e. Other	0.00
f. Program Income	0.00
g. TOTAL	3,469,604.00

19. Is Application subject to Review By State Under Executive Order 12372 Process?:

- a. This application was made available to the State under the Executive Order 12372 Process for review
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372

20. Is the applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation)

No

21. By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to**

 I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency

Authorized Representative:

Prefix: Mr First Name: Thaddeus

Middle Name: D.

Last Name: Fineran

Suffix:

Title: Interim Director

Telephone Number: 4024713383

Fax Number:

Email: thad.fineran@nebraska.gov

Signature of Authorized Representative: Signed Electronically

Date Signed: 06/28/2024

U.S. DEPARTMENT OF ENERGY



BUDGET JUSTIFICATION FOR FORMULA GRANTS

Applicant: State of Nebraska
Award number: EE0009914

Budget period: 07/01/2024 - 06/30/2025

1. PERSONNEL - Prime Applicant only (all other participant costs are listed in 6 below and form SF-242A, Section B. Line 6.f. Contracts and Sub-Grants).

Positions to be supported under the proposed award and brief description of the duties of professionals:

<u>Position</u>	<u>Description of Duties of Professionals</u>
Building Program Specialist	Coordinates Training and Technical Assistance
Federal Aid Administrator III	Processes Monthly Reports and Conducts Administrative Monitoring of subgrantees
Planning & Aid Division Administrator	Supervises WAP Grant Section Supervisor
Accounting Clerk II	Processes Monthly Reports and Other Billings
Environment Specialist II	Inspects Completed Units and Provides Technical Assistance
Environmental Specialist II	Inspects Completed Units and Provides Technical Assistance
Environmental Specialist III	Team Lead and Inspects Completed Units and Provides Technical Assistance
Grants Section Supervisor	Responsible for the administration of the Weatherization Program

Direct Personnel Compensation:

<u>Position</u>	<u>Salary/Rate</u>	<u>Time</u>	<u>Direct Pay</u>
Building Program Specialist	\$85,000.00	48.6477 % FT	\$41,350.55
Federal Aid Administrator III	\$56,000.00	49.9964 % FT	\$27,997.98
Planning & Aid Division Administrator	\$120,000.00	7.0027 % FT	\$8,403.24
Accounting Clerk II	\$58,000.00	7.0055 % FT	\$4,063.19
Environment Specialist II	\$55,000.00	40.0010 % FT	\$22,000.55
Environmental Specialist II	\$53,500.00	40.0009 % FT	\$21,400.48
Environmental Specialist III	\$62,000.00	40.0008 % FT	\$24,800.50
Grants Section Supervisor	\$76,250.00	44.9974 % FT	\$34,310.52
		Direct Pay Total	\$184,327.01

2. FRINGE BENEFITS

a. Are the fringe cost rates approved by a Federal Agency? If so, identify the agency and date of latest rate agreement or audit below, and attach a copy of the rate agreement to the application.

b. If a. above does not apply, please use this box (or an attachment) to further explain how your total fringe benefits costs were calculated. Your calculations should identify all rates used, along with the base they were applied to (and how the base was derived), and a total for each (along with grand total). If there is an established computation methodology approved for state-wide use, please provide a copy. Also, please fill out the table below with the Fringe Benefits Calculations.

Fringe benefit costs include actual costs incurred for health insurance (16.41%), state retirement plan (7.49%), basic life insurance (.02%), employee assistance program (.02%) and FICA taxes (7.06%).

Fringe Benefits Calculations

<u>Position</u>	<u>Direct Pay</u>	<u>Rate</u>	<u>Benefits</u>
Building Program Specialist	\$41,350.55	31.0000 %	\$12,818.67

Federal Aid Administrator III	\$27,997.98	31.0000 %	\$8,679.37
Planning & Aid Division Administrator	\$8,403.24	31.0000 %	\$2,605.00
Accounting Clerk II	\$4,063.19	31.0000 %	\$1,259.59
Environment Specialist II	\$22,000.55	31.0000 %	\$6,820.17
Environmental Specialist II	\$21,400.48	31.0000 %	\$6,634.15
Environmental Specialist III	\$24,800.50	31.0000 %	\$7,688.16
Grants Section Supervisor	\$34,310.52	31.0000 %	\$10,636.26
		Fringe Benefits Total	\$57,141.37

3. TRAVEL

- a. Please provide the purpose of travel, such as professional conference(s), DOE sponsored meeting(s), project management meeting, etc. If there is any foreign travel, please identify.

<u>Purpose of Trip</u>	<u>Number of Trips</u>	<u>Cost Per Trip</u>	<u>Total</u>
Technical monitoring	20	\$250.00	\$5,000.00
Travel for three (3) NDEE staff to attend the 2024 NASCSP Fall Conference/Training, September 2024, Memphis TN.	3	\$1,000.00	\$3,000.00
Administrative Monitoring- to (8) subgrantee agencies. Two persons - Federal Aid Administrator & Grant Section Supervisor	4	\$200.00	\$800.00
Travel for three (3) NDEE staff to attend the 2024 ENergy Out West Conference/Training, August 2024, Austin Tx.	3	\$1,000.00	\$3,000.00
Travel for two(2) NDEE staff to attend the 2025 NASCSP Winter Conference/Training, February 2025, Arlington VA.	2	\$1,000.00	\$2,000.00
		Travel Total	\$13,800.00

- b. Please provide the basis for estimating the costs, such as past trips, current quotations, Federal Travel Regulations, etc. All listed travel must be necessary for the performance of the award objectives.

Travel expenses for three (4) NDEE staff, one trip each to the 2024 NASCSP Fall Conference in Memphis TN (September2024).

Expenditures for this travel will be under Grantee T & TA travel.

Travel expenses for two (2) NDEE staff, one trip each to the 2025 NASCSP Winter Conference in Arlington, VA (February 2025). Expenditures for this travel will be under Grantee T & TA travel.

Travel expenses for Administrative Monitoring are based on the previous year's travel expenses for NDEE Federal Aid Administrator's time and distance travel from the home office in Lincoln, NE. Blue Valley Community Action Partnership, Community Action Partnership of Lancaster & Saunders Counties, and Southeast Nebraska Community Action Partnership close proximity to Lincoln (NDEE home office) travel expenses are estimated fuel cost for travel. No other travel expenses are incurred for the Federal Aid Administrator for these three agencies. The remaining sub-grantee agencies require overnight travel and lodging expenses. The travel for will be under Grantee T & TA travel.

The Technical Monitoring will be to the outlying subgrantee agencies that will require an overnight stay and for transportation costs of monitoring all eight subgrantee agencies. To meet the DOE required grantee Technical Monitoring the NDEE Field Technical Monitors will need to make at least 10 (10) trips that will require an overnight stay. This could be higher if there are issues and follow-up monitoring is done. Expenditures under Grantee T & TA travel.

4. EQUIPMENT - Equipment is generally defined as an item with an acquisition cost greater than \$10,000 and a useful life expectancy of more than one year.

- a. List all proposed equipment below and briefly justify its need as it applies to the objectives of the award.

<u>Equipment</u>	<u>Unit Cost</u>	<u>Number</u>	<u>Total Cost</u>	<u>Justification of Need</u>
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- b. Please provide a basis of cost such as vendor quotes, catalog prices, prior invoices, etc. and justify need. If the Equipment is being proposed as Cost Share and was previously acquired, please provide the source and value of its contribution to the project and logical support for the estimated value shown. If it is new equipment which will retain a useful life upon completion of the project, provide logical support for the estimated value shown. Also, please indicate whether the Equipment is being used for other projects or is 100% dedicated to the DOE project.

N/A

5. SUPPLIES - Supplies are generally defined as an item with an acquisition cost of \$10,000 or less and a useful life expectancy of less than one year. Supplies are generally consumed during the project performance.

- a. List all proposed supplies below, the estimated cost, and briefly justify the need for the supplies as they apply to the objectives of the award. Note that all direct costs, including Supply items, may not be duplicative of supply costs included in the indirect pool that is the basis of the indirect rate applied for this project.

<u>General Category</u>	<u>Cost</u>	<u>Justification of Need</u>
Miscellaneous Supplies	\$5,000.00	Miscellaneous Supplies provide workers with consumable materials to fulfill program requirements
Materials and Supplies Total	\$5,000.00	

- b. Please provide a basis of cost for each item listed above and justify need. Examples include vendor quotes, prior purchases of similar or like items, published price list, etc.

\$5000.00 for NDEE Weatherization Assistance Program miscellaneous supplies used for Technical Monitoring and inspections including personal protection supplies, batteries etc... T & TA costs.

Needs and costs for the budgeted items are based on historical data.

6. CONTRACTS AND SUBGRANTS - Provide the following information for New proposed subrecipients and subcontractors. For ongoing subcontractors and subrecipients, this information does not have to be restated here, if it is provided elsewhere in the application; under Name of Proposed Sub, indicate purpose of work and where additional information can be found (i.e weatherization subgrants, Annual File section IV.1).

<u>Name of Proposed Sub</u>	<u>Total Cost</u>	<u>Basis of Cost*</u>
Subgrantees (8) listed in Annual File, Sec. IV.1	\$4,809,677.00	Includes all funds allocated to: Subgrantee Administration; Subgrantee T & TA; Program Operations; Health & Safety; WX Readiness Funds, Liability Insurance; and Financial Audits. Also includes PY2023 Carryover amount
SOS Temporary Employee Program	\$30,000.00	State of Nebraska's temporary employment service. Part Time Environmental Specialist I
Everblue Badge Program	\$6,000.00	Contract to access Everblue's Badge Program for statewide field training
Contracts and Subgrants Total	\$4,845,677.00	

*For example, Competitive, Historical, Quote, Catalog

7. OTHER DIRECT COSTS - Other direct costs are direct cost items required for the project which do not fit clearly into other categories. These direct costs may not be duplicative of costs included in the indirect pool that is the basis of the indirect rate applied for this project. Examples are: conference fees, subscription costs, printing costs, etc.

- a. Please provide a General Description, Cost and Justification of Need.

<u>General Description</u>	<u>Cost</u>	<u>Justification of Need</u>
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Data Processing/Communications Costs	\$24,150.00	Data Processing represents word processing, database development, database maintenance and the utilization of electronic equipment for recording and handling program and financial information. It also includes communications costs for verbal and written exchanges of information by telephone, facsimile, email and internet.
Conference Registration Fees	\$4,000.00	Conference Registration Fees represents all costs for workshop, seminar and conference registrations
Postage	\$50.00	Postage represents all costs incurred for mailing written communications by a variety of carriers
Insurance	\$1,000.00	Insurance Expense represents the cost to insure the cost to insure Weatherization Assistance Program's pick up trucks and equipment.
Dues/Subscriptions	\$1,500.00	Dues/Subscriptions represents the Weatherization Assistance Program's share of annual membership fees for the agency to national and regional organizations
Vehicle Maintenance/Fuel	\$1,500.00	Expenses to maintain and operate vehicles used for WAP program monitoring and inspection
Other Direct Costs Total	\$32,200.00	

- b. Please provide a basis of cost for each item listed above. Examples include vendor quotes, prior purchases of similar or like items, published price list, etc.

Basis of Costs – Other direct costs for the NDEE are based on historical data. All costs included in Other Direct Costs are properly excluded from indirect costs to ensure there are not duplicate charges. All costs proposed are only being used in support of WAP.

Dues and Subscriptions: Are directly costed. WAP costs are identified in the State Accounting System using Business Unit # 84214841, account code 522100, for Administrative costs; and Business Unit # 84214841.809, account code 522100, for Training and Technical Assistance costs.

Insurance: Vehicle insurance is directly costed. Insurance on office contents and equipment are distributed based on salaries. WAP insurance costs are identified in the State Accounting System using Business Unit # 84214841, account code 556100 for Administrative costs; and Business Unit # 84214841.809, account code 556100 for Training and Technical Assistance costs.

Conference Registration Fees: WAP conference costs are identified in the State Accounting System using Business Unit #84234841, account code 522200, for Administrative related costs; and Business Unit # 84234841.809, account code 522200, for Training and Technical Assistance related costs.

Data Processing/Communications Costs: Data processing/communications costs are direct costed to the responsible program when they are identifiable. Costs that are not related to a specific program are allocated proportionately based on salaries. WAP data processing/communications costs are identified in the State Accounting System using Business Unit # 84234841, account code 521400, for Administrative related costs; and Business Unit # 84234841.809 for Training and Technical Assistance related costs..

Printing & Publications: Are directly costed. WAP costs are identified in the State Accounting System using Business Units # 84234841, account code 521500, for Administrative costs; and Business Unit # 84234841.809, account code 521500, for Training and Technical Assistance costs.

Postage: Postage is directly costed. Post Office box rental cost is allocated based on salaries which distributes the cost among the various programs that require mail delivery services. WAP postage costs are identified in the State Accounting System using Business Unit # 84234841, account code 521100.

Vehicle Maintenance/Fuel: Is direct costed. WAP insurance costs are identified in the State Accounting System using Business Unit # 84234841.809, account code 538100.

8. INDIRECT COSTS

- a. Are the indirect cost rates approved by a Federal agency? If so, identify the agency and date of latest rate agreement or audit and provide a copy of the rate agreement.

US Environmental Protection Agency (EPA)

Agreement Date:5/12/2023

Agreement Period :7/1/2023 - 6/30/2024

- b. If the above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations separately.

The name and phone number of the individual responsible for negotiating the State's indirect cost rates.

Name: Kevin Stoner

Phone Number: 4024712186

Indirect costs calculations:

Indirect Cost Account	Direct Total	Indirect Rate	Total Indirect
48440	\$184,327.00	32.8000 %	\$60,459.26
		Indirect Costs Total	\$60,459.26

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009914	2. Program/Project Title Weatherization Assistance Program		
3. Name and Address State of Nebraska PO Box 98922 Lincoln, NE 685098922	4. Program/Project Start Date 07/01/2024	5. Completion Date 06/30/2025	

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	\$ 1,729,000.00		\$ 3,469,604.00		\$ 5,198,604.00
2. STATE			\$ 0.00		\$ 0.00	\$ 0.00
3. STRIPPER			\$ 0.00		\$ 0.00	\$ 0.00
4.						
5. TOTAL		\$ 1,729,000.00	\$ 0.00	\$ 3,469,604.00	\$ 0.00	\$ 5,198,604.00

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	\$ 71,885.00	\$ 0.00	\$ 112,442.00	\$ 0.00	\$ 184,327.00
b. Fringe Benefits	\$ 22,284.00	\$ 0.00	\$ 34,857.00	\$ 0.00	\$ 57,141.00
c. Travel	\$ 0.00	\$ 0.00	\$ 13,800.00	\$ 0.00	\$ 13,800.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 1,500.00	\$ 0.00	\$ 3,500.00	\$ 0.00	\$ 5,000.00
f. Contract	\$ 22,500.00	\$ 537,345.00	\$ 13,500.00	\$ 367,899.00	\$ 4,845,677.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 12,200.00	\$ 0.00	\$ 20,000.00	\$ 0.00	\$ 32,200.00
i. Total Direct Charges	\$ 130,369.00	\$ 537,345.00	\$ 198,099.00	\$ 367,899.00	\$ 5,138,145.00
j. Indirect Costs	\$ 60,459.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60,459.00
k. Totals	\$ 190,828.00	\$ 537,345.00	\$ 198,099.00	\$ 367,899.00	\$ 5,198,604.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009914		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Nebraska PO Box 98922 Lincoln, NE 685098922		4. Program/Project Start Date 07/01/2024	5. Completion Date 06/30/2025

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		\$ 1,729,000.00	\$ 0.00	\$ 3,469,604.00	\$ 0.00	\$ 5,198,604.00

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	\$ 184,327.00	
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 57,141.00	
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13,800.00	
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	
f. Contract	\$ 2,614,096.00	\$ 614,055.00	\$ 30,807.00	\$ 12,000.00	\$ 4,845,677.00	
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 32,200.00	
i. Total Direct Charges	\$ 2,614,096.00	\$ 614,055.00	\$ 30,807.00	\$ 12,000.00	\$ 5,138,145.00	
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60,459.00	
k. Totals	\$ 2,614,096.00	\$ 614,055.00	\$ 30,807.00	\$ 12,000.00	\$ 5,198,604.00	
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009914		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Nebraska PO Box 98922 Lincoln, NE 685098922		4. Program/Project Start Date 07/01/2024	5. Completion Date 06/30/2025

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		\$ 1,729,000.00	\$ 0.00	\$ 3,469,604.00	\$ 0.00	\$ 5,198,604.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) Weatherization Readiness	(2)	(3)	(4)	
a. Personnel	\$ 0.00				\$ 184,327.00
b. Fringe Benefits	\$ 0.00				\$ 57,141.00
c. Travel	\$ 0.00				\$ 13,800.00
d. Equipment	\$ 0.00				\$ 0.00
e. Supplies	\$ 0.00				\$ 5,000.00
f. Contract	\$ 633,475.00				\$ 4,845,677.00
g. Construction	\$ 0.00				\$ 0.00
h. Other Direct Costs	\$ 0.00				\$ 32,200.00
i. Total Direct Charges	\$ 633,475.00				\$ 5,138,145.00
j. Indirect Costs	\$ 0.00				\$ 60,459.00
k. Totals	\$ 633,475.00				\$ 5,198,604.00
7. Program Income	\$ 0.00				\$ 0.00

U.S. Department of Energy
Weatherization Assistance Program (WAP)
BUDGET INFORMATION REMARKS
Grant Number: EE0009914, **State:** NE
Recipient: State of Nebraska

Remarks

NDEE acknowledges the need to meet DOE requirements with DOE and all non-DOE resources. NDEE plans to use LIHEAP Funding to supplement Personnel, Fringe Benefits, Travel, Equipment and Other Direct Object Class Categories.

FINANCIAL AUDIT

In accordance with 2 CFR 200.425(a)(2), only those Subgrantees expending more than \$750k in total Federal Funding annually will receive FINANCIAL AUDITS funding.

Indirect Cost Rate Explanation:

Indirect Cost Rate Agreement Letter defines direct and indirect costs, stating:

NDEE uses the following methodology in decision making with regards to whether a cost is classified as direct or indirect:

A direct cost is an expense that can be traced directly to (or identified with) a specific cost center such as a department, process, or program. Most often these are expenses funded directly by a specific grant, program or type of fee.

An indirect cost is an expense (such as advertising, computers, maintenance, supervision) incurred in joint usage and, therefore, difficulty to assign to or identify with a specific cost center.

Indirect costs include but are not limited to:

Administrative salaries and benefits, as well as operating costs for administrative units

Agency-wide paper and office supplies

Agency-wide pool vehicles

Agency-wide building rent

Agency-wide accounting and auditing services

Agency-wide IT (Office of Chief Information Officer) costs which cannot be specifically/directly charged to a program

Other non-program specific costs, or other costs that cannot easily or readily be attributed to any specific grant or state funded program

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: NE Grant Number: EE0009914 Program Year: 2024

Name: **Blue Valley Community Action**

Contact: Brandon Bonar
UEI: JUEZNR7R6K73
DUNS: 041737594
Phone: (402) 729-2278
Fax: (402) 729-2801
Email: bbonar@bvca.net

Address: PO Box 273
Fairbury, NE 68352-0000

Counties served: FILLMORE County
SALINE County
JEFFERSON County
GAGE County
BUTLER County
THAYER County
YORK County
POLK County
SEWARD County

Tentative allocation: \$ 268,063.00
Planned units: 15
Type of organization: Non-profit organization

Congressional districts served:

CD
NE-01
NE-03

Source of labor: Agency

Name: **Central Nebraska Community Services**

Contact: Amber Beck
UEI: T9QQFLE33XN5
DUNS: 084623198
Phone: (308) 745-0780108
Fax: (308) 745-0824
Email: abeck@centralnebraskacap.com

Address: PO Box 509
Loup City, NE 68853-0000

Counties served: COLFAX County
HAMILTON County
SHERMAN County
ROCK County
GARFIELD County
BOONE County
NANCE County
KEYA PAHA County
HOLT County
CLUSTER County
BOYD County
BLAINE County
LOUP County
HOWARD County
PLATTE County
GREELEY County
MERRICK County
HALL County
BROWN County
VALLEY County
WHEELER County

Tentative allocation: \$ 333,230.00
Planned units: 18
Type of organization: Non-profit organization

Congressional districts served:

CD
NE-03
NE-01

Source of labor: Agency

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: NE Grant Number: EE0009914 Program Year: 2024

Name: **Community Action Partnership of Mid-Nebraska**

Contact: Larissia Anders
UEI: EYMJJBUENRW6
DUNS: 068662444
Phone: (308) 865-5675
Fax: (308) 865-1358
Email: landers@mnca.net

Address: PO Box 2288
Kearney, NE 68848-0000

Counties served: MCPHERSON County
KEARNEY County
GRANT County
FURNAS County
HARLAN County
THOMAS County
DAWSON County
RED WILLOW County
WEBSTER County
FRANKLIN County
ARTHUR County
HITCHCOCK County
KEITH County
HAYES County
CHASE County
CLAY County
GOSPER County
HOOKER County
BUFFALO County
FRONTIER County
ADAMS County
PERKINS County
LOGAN County
PHELPS County
NUCKOLLS County
LINCOLN County
DUNDY County

Tentative allocation: \$ 572,595.00
Planned units: 35
Type of organization: Non-profit organization

Congressional districts served: CD
NE-03

Source of labor: Agency and Contractors

Name: **Community Action Program of Lancaster and Saunders Counties**

Contact: Beau Ault
UEI: XZKETGP48B35
DUNS: 072910086
Phone: (402) 471-4515
Fax: (402) 471-4844
Email: bault@communityactionatwork.org

Address: 210 "O" Street
Lincoln, NE 68508-0000

Counties served: LANCASTER County
SAUNDERS County

Tentative allocation: \$ 630,450.00
Planned units: 36
Type of organization: Non-profit organization
Source of labor: Contractors

Congressional districts served: CD
NE-02
NE-01

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: NE Grant Number: EE0009914 Program Year: 2024

Counties served:	MORRILL County SHERIDAN County CHERRY County SCOTTS BLUFF County SIOUX County DEUEL County BANNER County GARDEN County DAWES County CHEYENNE County BOX BUTTE County	Tentative allocation: \$ 652,063.00 Planned units: 47 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> NE-03
Source of labor: Agency and Contractors				

Name:	Southeast Nebraska Community Action Council	Contact:	Gin Christiansen	
Address:	PO Box 646 Humboldt, NE 68376-0000	UEI:	LZJMG873L2N9	
		DUNS:	022701825	
		Phone:	(402) 862-2411	
		Fax:	(402) 862-2428	
		Email:	gchristiansen@senca.org	
Counties served:	JOHNSON County NEMAHA County RICHARDSON County PAWNEE County CASS County SARPY County OTOE County	Tentative allocation: \$ 324,162.00 Planned units: 17 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> NE-01 NE-02 NE-03
Source of labor: Contractors				

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Weatherization Assistance Program (WAP)
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IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Blue Valley Community Action (Fairbury)	\$268,063.00 15
Central Nebraska Community Services (Loup City)	\$333,230.00 18
Community Action Partnership of Mid-Nebraska (Kearney)	\$572,595.00 35
Community Action Program of Lancaster and Saunders Counties (Lincoln)	\$630,450.00 36
Douglas County (RFP) (Omaha)	\$1,361,982.00 93
Northeast Nebraska Community Action Partnership (Pender)	\$667,132.00 47
Northwest Community Action Partnership (Chadron)	\$652,063.00 47
Southeast Nebraska Community Action Council (Humboldt)	\$324,162.00 17
Total:	\$4,809,677.00 308

IV.2 WAP Production Schedule

Weatherization Plans		Units
Total Units (excluding reweatherized)		277
Reweatherized Units		31
Average Unit Costs, Units subject to DOE Project Rules		
VEHICLE & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)		
A	Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B	Total Units Weatherized	277
C	Total Units Reweatherized	31
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	308
E	Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
AVERAGE COST PER DWELLING UNIT (DOE RULES)		
F	Total Funds for Program Operations	\$2,614,096.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	308
H	Average Program Operations Costs per Unit (F divided by G)	\$8,487.32
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$8,487.32

IV.3 Energy Savings

Method used to calculate savings: <input checked="" type="checkbox"/> WAP algorithm <input type="checkbox"/> Other (describe below)		
Units	Savings Calculator (MBtus)	Energy Savings

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This Year Estimate	308	29.3	9024
Prior Year Estimate	279	29.3	8175
Prior Year Actual	157	29.3	4600

Method used to calculate savings description:

IV.4 DOE-Funded Leveraging Activities

None

IV.5 Policy Advisory Council Members

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

Community Action of Nebraska	Type of organization: Non-profit (not a financial institution) Contact Name: Tina Rockenbach, Executive Director Phone: 4024713714 Email: director@canhelp.org
Lancaster County Extension Service	Type of organization: Local agency Contact Name: Becky Schuerman Phone: 4024417180 Email: becky.schuerman@unl.edu
Nebraska Department of Economic Development	Type of organization: Unit of State Government Contact Name: Laura Hart, Economic Development Consultant Phone: 4024402599 Email: laura.hart@nebraska.gov
Nebraska Department of Health & Human Services	Type of organization: Unit of State Government Contact Name: June Baum Phone: 4024179435 Email: june.baum@nebraska.gov
Nebraska Public Power District	Type of organization: Utility Contact Name: Steve Zach, Energy Efficiency Supervisor Phone: (402)563-5472 Email: sizach@nppd.com
Omaha Public Power District	Type of organization: Utility Contact Name: Britton Gabel Phone: 5312263215 Email: bgabel@oppd.com
Ponca Tribe of Nebraska	Type of organization: Indian Tribe Contact Name: Misha Mazurkewycz, Environmental Manager Phone: 4024389222 Email: mmazurkewycz@poncatrib-ne.org

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
04/25/2024	A public hearing was held to receive public input on the PY2024 State Plan at 10:00 am Thursday, April 25, 2024, at the Nebraska Department of Environment and Energy. Notice of the meeting was published in the Omaha World-Herald and posted on the Public Hearing section of the Nebraska Department of Environment and Energy’s website at http://dee.ne.gov/Press.nsf/PRList.xsp on April 14, 2024. It was distributed via email to all WAP program managers and agency executive directors. There were one (1) NDEE employee who attended the Public Hearing and all attendees declared no comment when they were called to announce themselves and make comments during the hearing.

IV.7 Miscellaneous

Recipient Business Officer
Kara Valentine

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Weatherization Assistance Program (WAP)
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Grant Number: EE0009914, **State:** NE, **Program Year:** 2024
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Deputy Director
Email: kara.valentine@nebraska.gov
Phone: (402) 471-3372

Recipient Principal Investigator
Sarah Starostka
Planning & Aid Division Administrator
Email: sarah.starostka@nebraska.gov
Phone: (402) 471-4371

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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

Definition of Income Used to Determine Eligibility (Client Eligibility)

In accordance with USDOE Weatherization Program Notice 24-3, effective as of January 25, 2024, Low income will mean that income in relation to family size, which: (1) is at or below 200 percent of the poverty level determined in accordance with criteria established by the Director of the Office of Management and Budget, or (2) is the basis on which cash assistance payments have been paid at any time during the preceding twelve months under Titles IV and XVI of the Social Security Act, or (3) is the basis on which energy assistance payments have been paid under the Low Income Home Energy Assistance Program of 1981 (LIHEAP), provided that such basis is at least 200 percent of the poverty level determined in accordance with the criteria established by the Director of the Office of Management and Budget.

- Subgrantees are reminded that the supporting documentation for applicants applying for weatherization that may be on a waiting list or for other reasons must have their eligibility documentation updated at least annually.

WPN 22-5 extended categorical income eligibility to HUD means-tested programs. WAP subrecipients may certify that applicants have met the income requirements of HUD means-test programs through mechanisms including, but not limited to, applicant documentation, interagency lists of recipients, shared system databases, etc. The method of verification of eligibility will be included in the client file.

Describe what household eligibility basis will be used in the Program

All dwelling units certified as eligible for services shall be occupied by an income-eligible household family unit with income at or below 200 percent of the poverty level, or "which contains a member who has received cash assistance payments under Title IV or XVI of the Social Security Act or applicable State or local law during the twelve month period preceding the determination of eligibility for weatherization assistance," or which contains a member which has received energy assistance payments under the LIHEAP during the twelve month period preceding the determination of eligibility for weatherization assistance.

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

Subgrantees must request documentation from WAP applicants and verify eligibility status through the Systematic Alien Verification for Entitlements (SAVE) Program. Such documentation can be provided to Nebraska Department of Environment and Energy (NDEE) staff for eligibility verification.

The SAVE Program is a web-based service that helps federal, state and local benefit-issuing agencies, institutions, and licensing agencies determine the immigration status of benefit applicants so only those entitled to benefits receive them.

USDOE has directed grantees to guidance provided by Health and Human Services (HHS) under LIHEAP. This guidance can be found by going to <http://aspe.hhs.gov/hsp/immigration/restrictions-sum.shtml>. NDEE is registered for the SAVE Program to verify qualified alien status of Weatherization Program applicants for sub-grantees. Sub-grantees submit the required information to the NDEE who completes the verification process. The verification documentation is required as part of the Subgrantee Client Files.

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation

The applicant must provide evidence or income documentation satisfactory to the outreach worker that the household meets the eligibility requirements. The documentation must be maintained in the client file and made available for inspection by the agency Subgrantee employee, State and Federal Funding staff.

Applicant income must be verified for the one-year period prior to the certification month. Income data for a part of a year may be annualized in order to determine eligibility—for

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example, by multiplying by four the amount of income received during the most recent three months. The method of calculation is to be determined by the Subrecipient in accordance with the most recent DOE WPN Federal Poverty Guidelines and Definition of Income and the NeWAP Policies and Procedures Manual.

Applications on file for one year or more must be recertified for the year prior to pre-inspection. If weatherization work is expected to begin 12 months from the date of verified eligibility, the household shall show continued eligibility. Weatherization work begins on the date the Energy Audit on-site inspection is completed. If weatherization work has not begun after 12 months from the date of verified eligibility, the household income shall be re-verified. Applicant eligibility verification shall be documented in the file and shall include, as a minimum, (1) which 12-month period was considered, (2) a list of all sources of applicant income, (3) documentation of income from each source for the period(s) being considered, and (4) the date and initials of the agency employee verifying income.

Signed permission from the owner, or authorized agent, of each eligible dwelling unit must be obtained and documented in the client file prior to performing any inspections, tests, or weatherization measures on a dwelling. Rental Units are required to have a signed WX 14 Landlord Agreement in the client file giving permission from the owner.

Describe Reweathering compliance

Subgrantees are required to retain records of all dwellings that received Federal funds including LIHEAP, HUD, or USDA "weatherization" activities. Dwellings may be reweatherized if 15 years have passed since the completion of original services and quality control inspection. Nebraska has been advised that additional implementation guidance of the new reweatherization policy is forthcoming. Nebraska will ensure compliance with any additional DOE guidance.

If a previously weatherized dwelling unit has been damaged by fire, flood, natural catastrophic weather or environmental occurrence, weatherization crews may return to a unit reported as a completion without regard to date of weatherization. 10 CFR 440.18(f)(2)(ii). Local authorities must deem the dwelling unit(s) salvageable as well as habitable and if the damage to the materials is not covered by insurance or other form of compensation. The use of USDOE WAP funds is limited to eligible weatherization activities and the purchase and delivery of weatherization materials (WPN 16-7). No more than ten (10) percent of a Subgrantee's USDOE completions may be reweatherized without prior approval from the Department of Environment and Energy.

Addresses of completed weatherized units and dates they were completed are tracked by Subgrantees through the NDEE database system. Each agency references new applications to that database to comply with re-weatherization regulations in 10 CFR 440.18(f)(2)(iii) Allowable expenditures. The Department of Environment and Energy also uses a database to track WAP clients and retains client BCJO files for completed units for ten years. The database is used to cross-reference submitted completed units to already completed units. Subgrantees are also responsible to let the Department of Environment and Energy know when a unit is a re-weatherized unit.

Describe what structures are eligible for weatherization

Eligible housing types include owner and renter-occupied single-family homes, manufactured (mobile) homes, and multifamily buildings.

Historic Preservation

On November 6, 2020, the NDEE extended the Programmatic Agreement (PA) with the Nebraska State Historical Preservation Office (NSHPO) and the USDOE until December 31, 2030. Properties funded under the WAP are considered "undertakings" subject to review under Section 106 of the National Historic Preservation Act, 16 U.S.C. 470f (NHPA) and its implementing regulations at 36 CFR 800, and include rehabilitation, energy efficiency, retrofits, renewables, and weatherization (undertakings). SHPO contact information is available at the following link: <http://www.ncshpo.org/shpodirectory.shtml> click on the State of Nebraska to find the Nebraska SHPO contact information.

Section 110(k) of the NHPA applies to USDOE funded activities. Recipients shall avoid taking any action that results in an adverse effect to historic properties pending compliance with Section 106.

Dwellings that may be weatherized include:

1. Framed Homes
 - a. Single family owner-occupied
 - b. Single family rental
 - c. Multi-family dwellings
2. Manufactured Homes

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- a. Owner-occupied
- b. Renter-occupied

Describe how Rental Units/Multifamily Buildings will be addressed

References to the specific eligibility of multifamily buildings is addressed in the regulations, 10 CFR 440.22(b)(2). Additional USDOE guidance can be found in USDOE Weatherization Program Notice 22-12.

Renter occupied housing units are eligible for weatherization services if they meet all other eligibility requirements. Signed permission from the owner, or authorized agent, of each eligible dwelling unit must be obtained and documented in the client file prior to performing any inspections, tests, or weatherization measures on a dwelling. Rent to own and contract for deed arrangements shall be considered rental properties.

NDEE does not require landlord contributions to provide weatherization services. However, funding restrictions (i.e. excessive health and safety or incidental repairs, or other funding limitations) may require a landlord contribution to allow comprehensive weatherization work to proceed. Landlord contributions should be sought for the weatherization of multifamily complexes to maximize the benefits to the low-income clients and to stretch limited WAP funding, when feasible.

Rental units may be weatherized when occupied by an eligible client; and

- The Subgrantee has written permission from the owner or his agent. Such written permission shall be permanently maintained in the file of the client whose unit is weatherized.
- The benefits of weatherization assistance will accrue primarily to low-income tenants.
- Not less than 66 percent (50 percent for duplexes and four-unit buildings) of the dwelling units in the building are occupied by eligible clients or will become occupied by eligible clients within 180 days under a Federal, State, or local program for rehabilitating the building or making similar improvements to the building.
- The Subgrantee must obtain and place in the client file a signed agreement from the landlord (or authorized agent of the landlord) that states that for a minimum of 12 months after weatherization work has been completed on a dwelling, the tenants in that dwelling will not be subjected to rent increases because of the increased value of dwelling units due solely to weatherization assistance provided under this part.
- No undue or excessive enhancement shall occur to the value of the dwelling units.
- In the event of a dispute between the tenant and property owner regarding the issues listed above, the Subgrantee will attempt to resolve the dispute; if that fails, the tenant will be referred to legal aid by the Subgrantee.
- In the case of a vacant rental dwelling, weatherization assistance may be provided if there is assurance that a low-income household will inhabit the dwelling within 180 days of the date the weatherization service was completed.
- Subgrantee has provided copies of the signed Landlord Agreements to the tenants and ensure that documentation is placed in the Subgrantee Client File.

The Nebraska WAP does not file liens or enforce restrictions.

Under 10 CFR 440.18(f)(1): No grant funds awarded under this part shall be used for any of the following purposes; To weatherize a dwelling unit which is designated for acquisition or clearance by a Federal, State or local program within 12 months from the date weatherization of the dwelling unit would be scheduled to be completed.

Multi-family Buildings

The total amount of funds that can be invested in a multi-family project is determined as follows: Multiply the total number of income-eligible units in the multi-family building by the current statewide average cost per unit. The total is the maximum amount of USDOE funding available to weatherize the building. All units in the building can be served and all units should be reported to USDOE. Sub-grantees must submit multi-family projects greater than 24 units to the Department of Environment and Energy for review and approval before work begins and costs are incurred. The Department of Environment and Energy reviews the proposed project and submits to the USDOE Program Office as per the Multi-Family Review Protocol.

Describe the deferral Process

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Description of Expenditure Limit

Historically, Nebraska has not limited Health & Safety investments in a home to a “per-unit dollar cost” but allocates 23.5 percent of its annual allocation to cover Health & Safety related expenditures in homes state-wide.

As part of NDEE’s plan development and submission, staff reviews the previous year’s invoiced Health and Safety expenditures and evaluates the invoiced cost and it’s annual percentage allocation. Based on this review and evaluation, the DOE PY 2024-2025, and DOE Bil funding, the estimated state-wide per dwelling unit limit Health & Safety expenditure is \$1,800. Units may exceed the \$1,800 limit if approved in advance by NDEE on a case-by-case basis.

Deferring Weatherization Services to Eligible Clients

Although a client may be eligible for the Weatherization Program, there are situations or conditions where weatherization services should be deferred (i.e. delayed or postponed). Deferring work on a dwelling does not mean the dwelling will never be weatherized. If the situation or condition causing the deferral is remedied weatherization work can continue. Deferral conditions may include but are not limited to:

- The client has known health conditions that prohibit the installation of insulation and other weatherization materials.
- 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.
- The house has sewage or other sanitary problems that would further endanger the client and weatherization installers if weatherization work were performed.
- The house has been condemned or electrical, heating, plumbing, or other equipment has been “red tagged” by local or state building officials or utilities and cannot be remedied by weatherization funds.
- Moisture problems have developed signs of significant mold.
- Dangerous conditions exist due to high carbon monoxide levels in combustion appliances and cannot be resolved under existing health and safety measures.
- The client is uncooperative, abusive, or threatening to the crew, subcontractors, auditors, inspectors, or others who must work on or visit the house.
- The extent and condition of lead-based paint in the house would potentially create further health and safety hazards.
- If, in the judgment of the energy auditor, any condition exists which may endanger the health and/or safety of the work crew or subcontractor, the work should not proceed until the condition is corrected.
- The property has suspected, friable asbestos containing materials.
- The property is currently listed for sale and/or the eligible occupant will be moving.
- The property has a significant remodel in progress.

The Deferral Process

There are conditions and situations where a Subgrantee must defer and not weatherize an otherwise eligible dwelling unit due to certain occupant issues or dwelling characteristic that are beyond the scope of WAP. The decision to defer work in a dwelling is difficult but necessary in some cases. This does not mean that assistance will never be available, but that work must be postponed until the problems can be resolved and/or alternative sources of help are found.

If a subgrantee staff member, including but not limited to Energy Auditor(s) and Crew Members and contractors, determines any conditions that exist, which may endanger the health and/or safety of the workers or occupants, should be deferred until the conditions are corrected. Crews and contractors are expected to pursue all reasonable options on behalf of the client.

When a Subgrantee has made the decision to defer work on a dwelling, it must notify the client, and the landlord when appropriate, in writing of the reason using the NeWAP Weatherization Deferral Notice (Wx-4). A copy of the notification, with documentation justifying the decision to defer services, must be kept in the client file. Subgrantees should attempt to identify all reasons why work is being deferred on a home and notify the client or landlord of all the reasons and what must be done for weatherization work to resume.

In the cases of deferral that cannot be remedied with Weatherization Readiness Funds (WRF), the client is to be referred to other known sources of funding to help alleviate the issues causing the deferral. Copies of all deferred weatherization applications and jobs shall be forwarded to NDEE for inclusion in a NeWAP Deferral Database Tracking System currently being developed.

In cases of deferral that can be remedied with WRF’s, the following **PY 2024-2025 Weatherization Readiness Funding Plan** applies:

Distribution of Funds

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The Department of Environment and Energy will distribute the Weatherization Readiness Funding (WRF) among the states existing Subgrantees (seven community action agencies and one non-profit organization) utilizing the formula allocation, with a weighted average based on population, used for the Annual Weatherization Funding.

Priority for Service Delivery

Clients will continue to serve clients by date of application submission, be a priority, and by county. For deferred homes, the following Priority List shall be considered when prioritizing the delivers of WRF services:

1. The number of issues associated with the deferral,
2. The number of possible Energy Efficiency Measures impacted by the use of WRF, for example
 - o Roof Repairs will allow for the completion of three Attic Insulation ECMs and a Kneewall Insulation Measure,
 - o Addressing missing electrical switch places and a missing electrical box cover allows for the completion of Exterior Wall Insulation ECMs, Attic Insulation Measures and Kneewall Insulation Measures,
 - o Completing water leak repairs from the plumbing system or from drainage issues results in the completion of a Foundation Insulation ECM, a Sillbox Insulation and a Floor Insulation, 3) The estimated cost associated with correcting the deferral issue and the extent of damage (i.e. limited termite damage, small leaks, percentages of missing siding or trim),
3. The time elapsed since the deferral, and
4. The date of construction of the home, older homes (constructed before 2000) should be given higher priority.

Average Cost per Unit (WRF ACPU)

The NeWAP WRF Average Cost per Unit (WRF ACPU) is \$15,000.00. Units that exceed the WRF of \$5,000 must receive approval from the NDEE on a case-by-case basis, prior to implementation.

Funding Restrictions and/or Limitations

In PY 2024, the use of Weatherization Readiness Funding (WRF):

- Is only available for use on Only Owner-Occupied Homes
- Is available for Cleanup or Remediation purposes; including but not limited to Lead paint, Asbestos (confirmed or suspected, including vermiculite), mold and/or moisture, etc. Subgrantees that plan to install drywall and/or joint tape/finish, utilizing WRF, must be reviewed and approved by NDEE on a case-by-case basis, prior to implementation.
- Is available for the installation of missing drywall and joint tape/finish and is only allowed when it directly impacts the implementation of an ECM and to ensure accurate blower door testing on the unit can be completed. Subgrantees that plan to install drywall and/or joint tape/finish, utilizing WRF, must be reviewed and approved by NDEE on a case-by-case basis, prior to implementation.

These case-by case decisions are made according to the facts associated with the particular situation in the dwelling unit, the proposed cost(s) of the work, future weatherization work and/or energy impact on the client.

WRF Funds are allowed to be carried forward into the next budget periods within the same grant cycle (e.g., PY 2023 can be carried into PY 2024) The Use of WRF does not need to result in a DOE-funded completion within the same PY but must be completed within the same grant cycle and within that following program year. (In other words, if a job receives WRF funds in PY2023, it needs to receive weatherization by the end of PY 2024. This will not work when the DOE grant cycle will be ending so be aware those will not be able to be carried into a second year.

Subgrantees are allowed to use DOE Formula WRF funds with a completed DOE WAP-BIL grant funded weatherization project. The Use of WRF does not need to result in a DOE BIL-funded completion within the same PY but must be completed within 12 months of the WRF Completion.

Subgrantee Monitoring

Each subgrantee is required to perform a Final Inspection on work performed with WRF funding to ensure that the completed work is satisfactory, allows for the completion of weatherization work and meets state, local and agency code and contractual requirements. Documentation is required to be kept in each client file as evidence that a final inspection has been performed.

Grantee Monitoring

NDEE monitors will complete inspections of Subgrantee submitted WRF units as part of the onsite in-progress and Quality Control Inspections discussed and quantified in the Nebraska Department of Environment and Energy Program Monitoring and Compliance Strategy (table) in Section 5.0 – Technical Assistance of this PY2024 Annual Plan.

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Subgrantee Tracking

Subgrantees will work with the NDEE to develop a Deferral Tracking system, as part of the NDEE database system, which will 1) provide a consistent tracking across the NeWAP system, 2) be used in the development of the Avoided Deferrals Summary of the Monitoring and Leveraging Report discussed below and 3) will provide Subgrantee and Grantee managers with data that will be used in program development for possible future funding opportunities.

Grantee Tracking

NDEE will track use the NDEE database system to track and provide, as part of the Monitoring and Leveraging Report, an Avoided Deferrals Summary of all units in PY2024 that utilize the WRF. The Summary will include the number of dwelling units made weatherization ready with these funds and for each building or unit the following information will be provided:

- Year of construction,
- Housing Type (site-built single family, manufactured housing),
- Nature of repairs needed which prohibit weatherization (where applicable, identify multiple repairs or remediation reasons for a single building). Including but not limited to:
 - Roof repair/replacement
 - Wall repair (interior or exterior)
 - Ceiling repair
 - Floor repair
 - Foundation or subspace repair
 - Exterior drainage repairs (e.g., landscaping or gutters)
 - Plumbing repairs
 - Electrical repair
 - Cleanup or remediation required beyond scope of WAP
 - Lead Paint
 - Asbestos (confirmed or suspected, including vermiculite), mold and/or mositure
 - Other
- DOE WRF expenditure per unit and building;
- DOE WRF expenditure per BIL unit and building; and,
- Leveraged fund expenditure per unit and building (i.e., funds such as LIHEAP, HUD, nonfederal, etc. braided with DOE WRF to make building weatherization ready).

V.1.3 Definition of Children

Definition of children (below age): 6

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.

Low-income members of Indian tribes will receive benefits equivalent to the assistance provided to other low-income persons within Nebraska.

V.2 Selection of Areas to Be Served

Current service areas are predominantly based upon the historic boundaries of the state CAP agencies. This was done for two reasons. First, Nebraska Subgrantee CAP agencies in general, operate within boundaries that best serve the clients they serve through multiple assistance programs. Second, this approach enables CAPs to use existing outreach structures to recruit eligible clients. However, the State reserves the right to re-designate weatherization service areas during a program year should production of homes or service to eligible clients become deficient in any given service area for the WAP.

The Nebraska Department of Environment and Energy reserves the right to operate, on a temporary basis, the Weatherization Program in the territory of any defunded Subgrantee. This will be done to ensure continued service to an area during the search for a new Subgrantee.

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Formula to calculate Subgrantees allocation

Weighted average based on population.

$$0.1 \times \frac{\{Population(C)\}}{\{Population(S)\}} + 0.2 \times \frac{\{200\% \text{ of Poverty}(C)\}}{\{200\% \text{ of Poverty}(S)\}} + 0.3 \times \frac{\{Poverty(C)\}}{\{Poverty(S)\}} + 0.4 \times \frac{\{Elderly(C)\}}{\{Elderly(S)\}}$$

C = County S= State

Subgrantees under the WAP were required to notify the NDEE by January 26, 2024, of their interest in continuing as a service provider for the program year beginning July 1 of that year. At the time of submitting Subgrantee letter of intents to provide weatherization service in their specific counties, they will also submit any changes to: Articles of Incorporation, Mission Statement, key agency personnel, Board of Directors and representation, organizational chart, and proposed staffing levels. The application must also address:

- The organization’s experience, performance and training in weatherization or housing renovation activities;
- The organization’s experience in assisting low income persons in the area to be served; and
- The organization’s capacity to undertake a timely and effective weatherization program.

For PY2024 Subgrantees notification of intent will be the written notification to serve the counties they submitted in their most recent Request for Proposal (RFP) for applications. At the time of the submission of the letter of intent, they will also provide any changes that were submitted in the RFP applications that would apply to PY2024.

V.3 Priorities

Eligible clients will receive weatherization assistance in Nebraska according to the following priorities:

1. Persons over 60 years of age;
2. Persons with disabilities;
3. Families with children under 6 years old;
4. High residential energy users; and
5. Households with a high-energy burden.

Subgrantees must serve clients according to date of application submission, by priority, and by county. As a rule, within an individual county, a lower priority client should never be served prior to a higher priority client unless the higher priority client was not available during the available time period. Subgrantees must document irregularities in the selection of clients when a high priority client is not available.

As defined in 10 CFR 440, the term Persons with Disabilities means any individual (1) who is a handicapped individual as defined in section 7(6) of the Rehabilitation Act of 1973, (2) who is under a disability as defined in section 1614(a)(3)(A) or 223(d)(1) of the Social Security Act or in section 102(7) of the Developmental Disabilities Services and Facilities Construction Act, or (3) who is receiving benefits under chapter 11 or 15 of title 38, U.S.C.

As defined in 10 CFR 440.3, high residential energy user means a low-income household whose residential energy expenditures exceed the median level of residential expenditures for all low-income households in the state.

As defined in 10 CFR 440.3 household with a high-energy burden means a low-income household whose residential energy burden (residential expenditures divided by the annual income of that household times one hundred (100) percent exceeds the median level of energy burden for all low-income households in the state.

V.4 Climatic Conditions

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Total heating degree-days in Nebraska range from a high of 7151 in the northcentral region of the State to a low of 5844 in Southeast region of Nebraska. The average heating degree-days have been supplied by the National Oceanic and Atmospheric Administration. Site-specific weather data is used in application of the NEAT audit. The average heating degree-days for each Subgrantee are set out below:

Blue Valley Community Action (Lincoln)	6,056
Central Nebraska Community Services (O'Neill)	7,151
Northeast NE Community Action Partnership (Norfolk)	6,643
Community Action Partnership of Lancaster & Saunders Counties (Lincoln)	6,056
Community Action Partnership of Mid Nebraska (North Platte)	6,686
Northwest Community Action Partnership (Chadron)	6,775
Southeast NE Community Action Partnership (Pawnee City)	5,844
Douglas County (Omaha)	6506

V.5 Type of Weatherization Work to Be Done

V.5.1 Technical Guides and Materials

In Program Year 2024, the Nebraska WAP network will utilize the 2021 Nebraska Field Guide and Installation Standards along with the most updated Policies and Procedures. NDEE informed Subgrantees at that time of the expectations for work quality and adherence to the Field Guide and Installation Standards. NDEE implemented the Nebraska Field Guide and Installation Standards after approval by the Department of Energy in Program Year 2021 and will be in effect for five (5) years as Nebraska’s technical guides. The Nebraska Field Guide and Installation Standards manual aligns with the USDOE Standard Work Specifications and the work quality standards that will meet the technical requirements for the WAP outlined in USDOE WPN 22-4, Section 2 and 10 CFR 440.

Each Subgrantee, by signing their Financial Aid Agreement with NDEE, agrees they understand the expectations of the Nebraska Field Guide and Installation Standards, USDOE WPN 22-4 Quality Work Plan, energy audit procedures, and 10 CFR 440 including Appendix A. By signing this agreement Subgrantees will also be acknowledging that they will include the following within their contract agreements.

“The Weatherization Assistance Program is dedicated to a high quality of work. To ensure this quality, all work performed by subgrantees, contractors, and subcontractors must meet the desired outcomes, specifications, and objectives found in the Nebraska Field Guide and Installation Standards. This Agreement constitutes confirmation of receipt and understanding of the expectations of the Nebraska Field Guide and Installation Standards.” A signed contract that includes confirmation of receipt and understanding shall be sufficient and binding.

The approved Nebraska Field Guide and Installation Standards are available on the Department of Environment and Energy Weatherization website for Subgrantees to provide downloadable Installation Standards to crews and contract vendors. For in-network WAP Directors, Managers, or Certified Quality Control Inspectors employees the Department of Environment and Energy provides the Field Guides and Installation Standards in pdf format for either iPads or Tablet Readers. All contract vendors must provide their own electronic reader to download the Field Guides & Installation Standards.

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Subgrantees must provide a mechanism through their contractual agreements verifying that vendors understand and agree to the terms and usage of the Field Guides and Installation Standards and all USDOE installation requirements.

Field guide types approval dates

Single-Family: 6/2/2021
Manufactured Housing: 6/2/2021
Multi-Family:

V.5.2 Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE

Audit Procedure: Single-Family
Audit Name: NEAT
Approval Date: 6/2/2021

Audit Procedure: Manufactured Housing
Audit Name: MHEA
Approval Date: 6/2/2021

Audit Procedure: Multi-Family
Audit Name:
Approval Date:

Comments

Approval of Energy Audit Procedures

NDEE received USDOE approval, effective June 2, 2021, of its audit procedures for site built and for certain small multifamily buildings using the NEAT and for manufactured homes using the MHEA. Both audit tools are already USDOE approved to calculate savings-to-investment (SIR) ratios. NDEE followed the latest WPN 19-4 guidance to comply with 10 CFR 440 for re-approval.

Single Family – National Energy Audit (NEAT)

The National Energy Audit (NEAT) has been adopted by the Nebraska weatherization program. The U.S. Department of Energy’s most recent approved Nebraska’s Audit procedures with added User Defined measures was on March 31, 2021. Site-specific audits must be run on all single-family frame homes for all homes weatherized with Nebraska WAP funds.

Manufactured Housing - Mobile Home Energy Audit (MHEA)

Nebraska has chosen to utilize the Manufactured Home Energy Audit (MHEA). Site-specific audits must be completed on all mobile homes weatherized with Nebraska WAP funds. The MHEA Audit was approved with User Defined Measures by USDOE on March 31, 2021.

Small Multi-family Energy Audits

When weathering a multi-family building of 4-25 units, Subgrantees must utilize DOE's low-rise, Region 3, priority list with, NeWAP's modifications, that DOE Approved August 10, 2022.

Large Multi-family Energy Audits

The U.S. Department of Energy has indicated that they will rely on the MuITEA, EA-QUIP, REM audit software, HEAT, eQUEST and TREAT audits for these larger, multi-family buildings.

When considering weatherization of a multi-family building of greater than 25 units, Subgrantees must consult the NDEE for Energy Audit and technical assistance before performing weatherization work so that required information can be submitted for USDOE review and

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approval of these types of weatherization projects.

Savings to Investment Ratio

A SIR of 1.0 or greater means that the expected energy savings from installing the measure is equal to or greater than the initial cost of installation.

When an individual Measure SIR is not reached in multi-family (3 units and larger) building owners are allowed to buy-down DOE approved NEAT/MHEA Candidate Measures for Building Envelope and/or Baseload Energy Conservation Measures (ECMs) measures that don't achieve an individual SIR of 1 or greater as a stand-alone measure. However, in order for the measure(s) to qualify for a buy-down, the package of measures, **including the full cost of the Measure, which is to be bought down**, must have a Cumulative SIR (CSIR) of 1 or greater. **Note: Funding may not be solicited from an income-eligible homeowner. Homeowners may not contribute funds to pay the difference for a measure with an SIR of less than 1.0.**

Opting Out or Skipping Cost-effective Weatherization Measures

Opting out, skipping or "leapfrogging" of Measures that have been determined by the Energy Audit to be cost-effective is not allowed. Completion of all measures with an SIR of 1.0 or greater is required and all energy-savings measures must be considered and ranked in order of descending SIR. **The higher the SIR, the higher the priority.** Higher-ranking measures may not be skipped in order to complete a measure with a lower SIR. In other words, measures may not be skipped and/or clients cannot 'opt' out of a measure.

V.5.3 Final Inspection

Each Subgrantee is required to perform a final quality control inspection on the weatherized home completed by a Building Performance Institute, Inc. (BPI) Certified Quality Control Inspector before reporting it to the NDEE as a completed home and requesting reimbursement as required in USDOE Federal Regulations 10 CFR 440.16(g). The Quality Control Inspector must certify that work has been completed in accordance with the priority determined by the energy audit procedures required by 10 CFR 440.21.

In PY2024 Subgrantees will be required to meet USDOE WPN 22-4 Quality Work Plan requirements and to meet Quality Control Inspector (QCI) certification requirements. In PY2024 QCI work must meet or exceed standards specified in the Nebraska Standard Work Specification Field Guide and Installation Standards. Documentation is required to be kept in each client file as evidence that a final inspection has been performed by a Certified QCI. NDEE Program Monitors review client files as part of the Subgrantee monitoring to ensure compliance with this requirement. When a unit has received a QCI by the Subgrantee agency and has been monitored by a NDEE Field Conservation Technical staff, both QCI inspection forms will be included in the client file or building file.

Subgrantees operating with separate Energy Auditors and QCIs will have at least five (5) percent of all completed units reviewed. Subgrantee agencies operating with a combined Energy Auditor and QCI will be involved in a higher quality assurance review by NDEE above ten (10) percent of all completed units. Subgrantee that uses a Quality Control Inspector who works on two thirds of the jobs, the State will monitor a minimum of twenty (20) percent of the jobs completed by the sub-grantee. Subgrantees using one person as Energy Auditor and one person as QCI can allow the Energy Auditor to perform weatherization work on a dwelling. By allowing a Quality Control Inspector to do the final inspection even when that Inspector worked on the job, we will save extra travel and personnel shortages. We would still require at least one third of the jobs be inspected by someone who did not work on the job. All jobs would be inspected by a certified Quality Control Inspector. We reserve the right to require a different method if we find problems when monitoring subgrantees.

Subgrantee agencies operating with a combined Energy Auditor and QCI will be involved in a higher quality assurance review by NDEE above ten (10) percent of all completed units. Subgrantees operating with separate Energy Auditors and QCIs will have at least five (5) percent of all completed units reviewed. Subgrantees using one person to perform both the Energy Audit and the QCI are not allowed to utilize that person to perform weatherization work on a dwelling. Subgrantees using one person as Energy Auditor and one person as QCI can allow the Energy Auditor to perform weatherization work on a dwelling, while the QCI is not allowed to perform any weatherization work on a dwelling.

Any Subgrantees utilizing an independent privately contracted QCI will provide documentation of certification of the QCI performing the inspections on completed units and include all QCI inspection forms within the client or building files.

A part of monitoring will be to ensure that final inspectors are QCI certified and are inspecting to the Nebraska Energy Auditing Procedures and SWS Field Guide. In situations where inspectors are found not upholding the high quality of work expectations or are approving work, which is not consistent with the Nebraska's SWS Field Guide, inspectors and subrecipients will be notified in writing. Corrective action plans may be required to be developed and implemented based on the severity and frequency of noncompliance. Increased monitoring may

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be required. Concerns will be tracked to resolution. Repeat offenders may be suspended or disqualified from conducting final inspections for the NDEE.

V.6 Weatherization Analysis of Effectiveness

The State of Nebraska is committed to providing the citizens of Nebraska with an effective weatherization program that provides quality and cost-effective services. Annually since 2015 NDEE has completed a study detailing the actual energy savings and cost-effectiveness of weatherization work completed in Nebraska. The study uses a pre-and post-consumption analysis of randomly selected homes proportionately selected based on population demographics in each Subgrantee region. The results of that study and its methodology continue to be used to provide program feedback regarding the effectiveness of specific weatherization measures, and to assist in identifying training needs or training effectiveness based on energy savings and reduction of energy burden to low-income households.

During the application process, the Subgrantees secure a signed Client Consumption Release Form which authorizes the NeWAP to obtain the consumption records for each household for a 12-month period prior to weatherization (pre-consumption) and for a 12-month period after weatherization (post-consumption). The 30-year normalized client pre- and post-consumption data, based on fuel type, is used to calculate the percentage of energy consumption savings achieved.

For the period of July 2021 to June 2022, consumption on 62 homes was evaluated and the data showed an average savings for natural gas at 9.7 percent and an average savings for electricity at 8.5 percent. In comparison to the USDOE National Evaluation results:

- 2008 – 18 percent for gas, and 7 percent for electricity average annual energy savings
- 2010 – 16 percent for gas, and 8 percent for electricity average annual energy savings

The PY 2021 State of Nebraska analysis shows the annual energy savings for electricity and natural gas remain comparable to the National Evaluation results.

Nebraska is in the process of collecting and reviewing data for July 2022 to June 2023 to continue to evaluate the annual energy savings of Subgrantees weatherization work and to work with our state database developers to automate the evaluation program. These activities will continue to assist the Department of Environment and Energy in evaluating program effectiveness as well as help in identifying technical training needs or the effectiveness of training during that period.

Other Analysis of Effectiveness

The effectiveness of Subgrantee weatherization is also assessed through program technical monitoring activities and the requirement that all dwelling units weatherized in the program have an energy audit completed to measure energy effectiveness and minimum savings to investment ratio of 1.0 or better.

Inconsistencies noted through program monitoring result in actions that increase training and monitoring requirements in an effort to put a Subgrantee on the path to continuous improvement.

This year NDEE intends to continue its work to begin the implementation of core competency requirements for all program personnel at both the state and Subgrantee levels. Training will be targeted to provide personnel skills, knowledge, and the ability to perform weatherization program activities effectively.

NDEE will expand the monitoring activities of Subgrantees to include the percentage and types of efficiencies/improvement actions required as a result of on-site inspection activities.

V.7 Health and Safety

The average per dwelling expenditure of financial assistance provided under WAP for labor, weatherization materials, and related matters may not exceed \$8,497 statewide in Program Year 2024 (starting July 1, 2024), as per the U.S. Department of Energy's Weatherization Program Notice 24-1. Historically, Nebraska has not limited H&S investment to a per-unit cost, but it has allocated 23.5 percent of its annual allocations to cover H&S-related expenditures.

In PY2024, a per dwelling unit threshold for Health and Safety expenditures of \$1,800 has been established, based on historical data. Units that do not exceed the \$1,800 threshold limit are not required to receive additional NDEE review. If the Health and Safety cost exceeds the \$1,800 threshold or remediation limits associated with minor conditions in H&S categories NDEE reviews the unit on a case-by-case basis. These case-by case decisions are made according to the facts associated with the particular situation in the dwelling unit, the proposed cost(s) of the work and the future H&S and/or energy impact on the client.

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Please see the USDOE approved Nebraska Weatherization Field Guide and Installation Standards, Section 2 for Nebraska’s WAP Health and Safety Plan for Single Family Homes and Manufactured Homes. (Links to be posted on the Nebraska Department of Environment and Energy website.
<http://dec.ne.gov/Publica.nsf/pages/22-045>)

The Nebraska PY2024 Health and Safety Plan is a separate attachment to this document.

V.8 Program Management

V.8.1 Overview and Organization

The Nebraska weatherization assistance program (WAP) is administered by Department of Environment and Energy (NDEE), a code agency of the State of Nebraska Executive Branch. NDEE is the Grantee agency for the state of Nebraska for USDOE Formula Grant funding and is a Subawardee of the Nebraska Department of Health & Human Services on USDHHS LIHEAP funding for the weatherization assistance portion of that state funding. NDEE also administers Nebraska’s State Energy Program (SEP) as well as the Dollar & Energy Savings Loan (DESL) program. All NDEE energy assistance programs are housed in the Planning & Aid Division.

The Department of Environment and Energy is the administrator of these two funds that are passed-through to seven (7) Community Action Agencies and NDEE is currently in a RFP process to secure a provider for Douglas County. The subgrantees accept applications, prioritize clients based on priority level and perform the weatherization work on dwellings.

V.8.2 Administrative Expenditure Limits

10 CFR §440.18(e) permits Subgrantees receiving less than \$350,000 in federally appropriated Low Income WAP funds to receive up to an additional 5% share of administrative funds. The Nebraska Department of Environment and Energy will use this provision in the 2024 Program Year.

V.8.3 Monitoring Activities

The Nebraska PY2024 Training and Technical Assistance and Monitoring Activities Plan is a separate attachment to this document.

V.8.4 Training and Technical Assistance Approach and Activities

The Nebraska PY2024 T&TA and Monitoring Plan is a separate attachment to this document.

Percent of overall trainings

Comprehensive Trainings:	60.0
Specific Trainings:	40.0

Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	20.0
Percent of budget allocated to Crew/Installer trainings:	60.0
Percent of budget allocated to Management/Financial trainings:	20.0

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V.9 Energy Crisis and Disaster Plan

Nebraska will not use any grant funds for energy crisis relief during the 2024 Program Year.