

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Department of Energy and Environment



**MEMORANDUM**

**TO:** Richard Jackson  
Interim Director, DOEE

**THRU:** Nick Burger  
Deputy Director, Energy Administration

**THRU:** LaWanda Jones  
Associate Director, Residential Services Division

**FROM:** Beck Pasquale  
Energy Program Specialist, Residential Services Division

**DATE:** March 2, 2023

**SUBJECT:** Fiscal Year 2024 United States Department of Energy's Weatherization Assistance Program (WAP) State Plan Notice of Public Hearing and Solicitation of Public Comment – Request for Approval to Upload to the Office of Documents and Administrative Issuances (ODAI)

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Please find attached for your review and approval the Notice of Public Hearing and Solicitation of Public Comment for the Department of Energy and Environment's (DOEE) Proposed Weatherization Assistance Program (WAP) State Plan for Fiscal Year 2024.

The public hearing is held pursuant to 10 CFR 440.16(a) that requires WAP applicants to make the annual proposed State Plan available for public inspection in order to provide for meaningful review and comment.

If you have any questions or comments please contact Beck Pasquale at [Beck.pasquale@dc.gov](mailto:Beck.pasquale@dc.gov) or (202) 713-7544.

Filename: 6254 FY24 WAP Proposed State Plan Public Hearing Cover Memo.docx



**DEPARTMENT OF ENERGY AND ENVIRONMENT**

**NOTICE OF PUBLIC HEARING AND  
SOLICITATION OF PUBLIC COMMENT**

**Fiscal Year 2024 Weatherization Assistance Program Proposed State Plan Revision 1**

The Department of Energy and Environment (the Department) invites the public to present its comments in writing or at a virtual public hearing on the Fiscal Year 2024 (FY24) Proposed State Plan for the Weatherization Assistance Program (WAP).

**Public Hearing**

**HEARING DATE: Friday, March 24, 2023**

**TIME: 12:00 PM**

**WEB ACCESS: Meeting number: 2319 757 2751**

**Password: WsY2388MUgQ**

**Link:**

<https://dcnet.webex.com/dcnet/j.php?MTID=mfaef79220e3a8cae3355d47fb0a4816c>

**PHONE ACCESS: 1-202-860-2110**

**Call-in toll number (US/Canada)**

**Access code: 1-650-479= 3208**

Beginning March 14, 2023 the full text of the **FY24 WAP Proposed State Plan** will be available online at the Department's website. A person may obtain a copy of the WAP Proposed State Plan by any of the following means:

**Download** from the Department's website, <https://doee.dc.gov/service/weatherization-assistance-program-wap>. Look for "**FY24 WAP Proposed State Plan**" near the bottom of the page. Follow the link to the page, where the document can be downloaded in a PDF format.

**Email** a request to [WAPStatePlan@dc.gov](mailto:WAPStatePlan@dc.gov) with "Request copy of **FY24 WAP Proposed State Plan** mailto:" in the subject line.

**Write** the Department at 1200 First Street NE, 5th Floor, Washington, DC 20002, "Attn: LaWanda Jones RE: FY24WAP Proposed State Plan" on the outside of the envelope.

**The deadline for comments is March 24, 2023 at 12:00PM.** All persons present at the hearing who wish to be heard may testify in person. All presentations shall be limited to five minutes. Persons are urged to submit duplicate copies of their written statements.

Persons may also submit written testimony by email, with a subject line of “FY24 WAP Proposed State Plan”, to [WAPStatePlan@dc.gov](mailto:WAPStatePlan@dc.gov). Comments clearly marked “FY24 WAP Proposed State Plan” may also be mailed to the Department’s offices at the address listed above. All comments should be received no later than March 24, 2023 at 12:00PM. The Department will consider all comments received in its final decision.

Filename: 6254 fy24 wap proposed state plan public hearing dc register notice.docx



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

02/03/2023

4. Applicant Identifier:

5a. Fed Entity Identifier:

5b. Federal Award Identifier:

DE-EE0009894

State Use Only:

6. Date Received by State: 02/08/2023

7. State Application Identifier: dc-2668

8. APPLICANT INFORMATION:

a. Legal Name: District of Columbia

b. Employer/Taxpayer Identification Number (EIN/TIN):  
536001131

c. UEI:  
FE9RNTYNNKN9

d. Address:

Street 1: 1200 First Street NE  
Street 2: 5th Floor  
City: Washington  
County: DISTRICT OF COLUMBIA  
State: DC  
Province:  
Country: U.S.A.  
Zip / Postal Code: 200020000

e. Organizational Unit:

Department Name:  
Department of Energy and Environment

Division Name:  
Residential Services Division

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

Prefix: Ms First Name: LaWanda  
Middle Name: R  
Last Name: Jones  
Suffix:

Title: Associate Director

Organizational Affiliation:

Telephone Number: 2022362657

Fax Number: 2025352881

Email: lawanda.jones@dc.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-0002023

Title:

2023 Weatherization Assistance Program

**13. Competition Identification Number:**

Title:

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

District of Columbia

**15. Descriptive Title of Applicant's Project:**

The District has participated in the US Department of Energy's (DOE) Weatherization Assistance Program for over 30 years. The Department of Energy and Environment enables low-income families to permanently reduce their energy bills by making their homes more energy efficient .

**APPLICATION FOR FEDERAL ASSISTANCE SF-424**

**Version 02**

**16. Congressional District Of:**

a. Applicant: District of Columbia At-Large Congressional District

b. Program/Project: DC-Statewide

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

**17. Proposed Project:**

a. Start Date: 07/01/2023

b. End Date: 06/30/2024

**18. Estimated Funding (\$):**

a. Federal	890,605.00
b. Applicant	0.00
c. State	0.00
d. Local	0.00
e. Other	0.00
f. Program Income	0.00
g. TOTAL	890,605.00

**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 02/08/2023
- ☐ 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: Richard

Middle Name:

Last Name: Jackson

Suffix:

Title: Interim Director

Telephone Number: 2025352800

Fax Number: 2025352881

Email: Richard.Jackson2@dc.gov

Signature of Authorized Representative:

Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)  
Prescribed by OMB Circular A-102





**BUDGET INFORMATION - Non-Construction Programs**

1. Program/Project Identification No. EE0009894		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address District of Columbia 1200 First Street NE Washington, DC 200020000		4. Program/Project Start Date 07/01/2023	
		5. Completion Date 06/30/2024	

**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		\$ 890,605.00		\$ 890,605.00
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 890,605.00	\$ 0.00	\$ 890,605.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) SUBGRANTEE ADMINISTRATI ON	(2) SUBGRANTEE T&TA	(3) HEALTH AND SAFETY	(4) GRANTEE ADMINISTRATI ON	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 46,918.00	\$ 200,239.00
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,139.05	\$ 47,476.05
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,152.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,841.00
f. Contract	\$ 58,057.05	\$ 87,808.00	\$ 10,000.00	\$ 0.00	\$ 636,896.95
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
i. Total Direct Charges	\$ 58,057.05	\$ 87,808.00	\$ 10,000.00	\$ 58,057.05	\$ 890,605.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
k. Totals	\$ 58,057.05	\$ 87,808.00	\$ 10,000.00	\$ 58,057.05	\$ 890,605.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**BUDGET INFORMATION - Non-Construction Programs**

1. Program/Project Identification No. EE0009894		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address District of Columbia 1200 First Street NE Washington, DC 200020000		4. Program/Project Start Date 07/01/2023	5. Completion Date 06/30/2024

**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	\$ 890,605.00	\$ 0.00	\$ 890,605.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE T&TA	(2) PROGRAM OPERATIONS	(3) LIABILITY INSURANCE	(4) LEVERAGING	
a. Personnel	\$ 66,376.00	\$ 0.00	\$ 0.00	\$ 86,945.00	\$ 200,239.00
b. Fringe Benefits	\$ 15,732.00	\$ 0.00	\$ 0.00	\$ 20,605.00	\$ 47,476.05
c. Travel	\$ 1,152.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,152.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,841.00	\$ 4,841.00
f. Contract	\$ 0.00	\$ 324,520.90	\$ 20,000.00	\$ 0.00	\$ 636,896.95
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
i. Total Direct Charges	\$ 83,260.00	\$ 324,520.90	\$ 20,000.00	\$ 112,391.00	\$ 890,605.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
k. Totals	\$ 83,260.00	\$ 324,520.90	\$ 20,000.00	\$ 112,391.00	\$ 890,605.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**BUDGET INFORMATION - Non-Construction Programs**

1. Program/Project Identification No. EE0009894		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address District of Columbia 1200 First Street NE Washington, DC 200020000		4. Program/Project Start Date 07/01/2023	5. Completion Date 06/30/2024

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	\$ 890,605.00	\$ 0.00	\$ 890,605.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) FINANCIAL AUDITS	(2) Weatherization Readiness	(3)	(4)	
a. Personnel	\$ 0.00	\$ 0.00			\$ 200,239.00
b. Fringe Benefits	\$ 0.00	\$ 0.00			\$ 47,476.05
c. Travel	\$ 0.00	\$ 0.00			\$ 1,152.00
d. Equipment	\$ 0.00	\$ 0.00			\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00			\$ 4,841.00
f. Contract	\$ 20,000.00	\$ 116,511.00			\$ 636,896.95
g. Construction	\$ 0.00	\$ 0.00			\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00			\$ 0.00
i. Total Direct Charges	\$ 20,000.00	\$ 116,511.00			\$ 890,605.00
j. Indirect Costs	\$ 0.00	\$ 0.00			\$ 0.00
k. Totals	\$ 20,000.00	\$ 116,511.00			\$ 890,605.00
7. Program Income	\$ 0.00	\$ 0.00			\$ 0.00



# U.S. DEPARTMENT OF ENERGY



## BUDGET JUSTIFICATION FOR FORMULA GRANTS

Applicant: District of Columbia

Budget period: 07/01/2023 - 06/30/2024

Award number: EE0009894

### 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:

Position	Description of Duties of Professionals
Associate Director	The Associate Director oversees the energy efficiency programs managed by the Energy Efficiency and Conservation Branch. Responsible for locating and obtaining additional funding sources to leverage US DOE funds, conducting monitoring activities with federal funders and subgrantees, and providing technical and training assistance to subgrantees and internal personnel.
Auditor	The Energy Auditor identifies potential multifamily projects to secure leveraged funding, provides subgrantee(s) with technical guidance, and conducts Energy Audits for the District's weatherization program for single and multifamily dwellings.
Deputy Director	The Deputy Director provides oversight of all the Affordability and Efficiency Division's residential and commercial energy efficiency programs. Develops and implements necessary Memorandums of Understanding (MOU) to obtain additional funding for the Weatherization Assistance Program. Also, participates in higher level monitoring activities and programmatic training with federal funders, and for subgrantees, and internal personnel.
Budget Analyst	The Budget Analyst conducts the financial monitoring of the Weatherization Assistance Program ensuring that expenditures align with the approved WAP State Plan and federal requirements. Provides program staff with monthly reports to ensure they stay abreast of expenditures, obligations, and remaining balances. Also, provides guidance when program staff conducts monitoring visits with Subgrantee personnel.
Compliance Specialist	Prepares all subgrantee awards and amendments; conducts final monitoring visit; reviews Subgrantee monthly monitoring reports to ensure compliance with 21 day completion requirements.
Quality Control Inspector	The Quality Control Inspector conducts Quality Control Inspections (QCI) for work completed under the Weatherization Assistance Program. Ensures the work is completed based on the approved Weatherization Operations Manual, SWS- Field Guide, and applicable state standards/regulations. Advises the Subgrantees of work failure, ensuring they addressed failed measures within the program-specific timeframe. Continually reviews internal program files to ensure compliance with the QCI file maintenance checklist.
Quality Assurance Specialist	Conducts an in-office review of 100% of the subgrantee's client files to ensure the necessary documentation is in place and procedures were followed, and conducts a secondary in-person visit on 10% of the units. Prepares subgrantee payment reimbursement requests and submits for final approval by the Branch Chief ensuring all documentation matches what was submitted by the DOEE BPI certified QCI.

Grant Specialist	Assist with the development and submission of the State Plan, provide performance data for monthly and quarterly reports, work with Subgrantees to ensure client complaints and concerns are addressed, and provide assistance with program oversight.
Client Intake	Verify client eligibility, conduct research to determine dwelling unit eligibility, and schedule client audits, QCI, and QA inspections as needed. Working with multifamily property owners and external stakeholders to maximum leverages opportunities to expand services being provided.

## Direct Personnel Compensation:

Position	Salary/Rate	Time	Direct Pay
Associate Director	\$146,410.00	20.0001 % FT	\$29,282.15
Auditor	\$105,372.30	45.0001 % FT	\$47,417.64
Deputy Director	\$165,000.00	15.0001 % FT	\$24,750.17
Budget Analyst	\$139,156.60	15.0001 % FT	\$20,873.63
Compliance Specialist	\$0.00	50.0000 % FT	\$0.00
Quality Control Inspector	\$102,461.70	40.0001 % FT	\$40,984.78
Quality Assurance Specialist	\$90,362.80	5.0001 % FT	\$4,518.23
Grant Specialist	\$97,665.70	20.0001 % FT	\$19,533.24
Client Intake	\$66,895.40	20.0002 % FT	\$13,379.21
		Direct Pay Total	\$200,739.05

**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.

## FY 2023 Fringe Benefits Estimated Allocation

Comp Source GroupComp ObjectPercentage allocation -for 23.70 % allocated

0014 (FRINGE BENEFITS - CURR PERSONNEL)0141 (GROUP LIFE INSURANCE)0.09%

0142 (HEALTH BENEFITS)10.33%

0147 (MISC FRINGE BENEFITS)0.00%

0148 (RETIREMENT CONTRIBUTION - FICA)5.98%

0152 (RETIREMENT CONTRIBUTION - CIVIL SERVICE)0.30%

0154 (OPTICAL PLAN)0.08%

0155 (DENTAL PLAN)0.23%

0157 (PREPAID LEGAL)0.18%

0158 (MEDICARE CONTRIBUTION)1.45%

0159 (RETIREMENT)4.61%

0160 (DC METRO BENEFITS)0.00%

0161 (DC HEALTH BENEFIT FEES)0.45%

0014 (FRINGE BENEFITS - CURR PERSONNEL) Total23.70%

## Fringe Benefits Calculations

Position	Direct Pay	Rate	Benefits
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Associate Director	\$29,282.15	23.7000 %	\$6,939.87
Auditor	\$47,417.64	23.7000 %	\$11,237.98
Deputy Director	\$24,750.17	23.7000 %	\$5,865.79
Budget Analyst	\$20,873.63	23.7000 %	\$4,947.05
Compliance Specialist	\$0.00	23.7000 %	\$0.00
Quality Control Inspector	\$40,984.78	23.7000 %	\$9,713.39
Quality Assurance Specialist	\$4,518.23	23.7000 %	\$1,070.82
Grant Specialist	\$19,533.24	23.7000 %	\$4,629.38
Client Intake	\$13,379.21	23.7000 %	\$3,170.87
Fringe Benefits Total			\$47,575.15

### 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.

Purpose of Trip	Number of Trips	Cost Per Trip	Total
NASCSP Winter Conference Full Session will provide the Program Manager, Branch Chief, Associate Director, eligibility specialist, grants director, and finance specialist vital information as it pertains to the Weatherization Assistance Program to include new program guidance, best practices, leveraging opportunities, and implementation of renewable measures as an energy efficiency measure. The majority of the costs will be covered using leverage funding.	8	\$63.50	\$508.00
NASCSP State Managers Training (Winter Conference) will provide DOEE personnel working on the Weatherization Assistance Program an opportunity to network with their peers in the industry to determine possible program best practices. The majority of the costs will be covered using leverage funding.	8	\$63.50	\$508.00
Project and Financial Management Course Work from Graduate School USA. The majority of the costs will be covered using leverage funding.	2	\$68.00	\$136.00
Travel Total			\$1,152.00

- 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 is consistent with the District of Columbia travel policy. Leveraged funds will be used in conjunction with US DOE funding to attend US DOE mandatory training and conferences along with the necessary training to implement a successful weatherization + health program.

**Travel related to monitoring:**

The subgrantee(s) are local, so budgeted funds are not required for monitoring purposes. DOEE will utilize District Government Fleet vehicles at no cost to the US DOE grant. The program staff that conducts the field monitoring is paid through another funding source. The programmatic and financial monitoring is conducted by other staff where a small portion of their salaries are funded through the US DOE grant.

4. **EQUIPMENT** - Equipment is generally defined as an item with an acquisition cost greater than \$5,000 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.

Equipment	Unit Cost	Number	Total Cost	Justification of Need
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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 \$5,000 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.

General Category	Cost	Justification of Need
Office Supplies	\$8,416.00	In order to ensure proper administration of the program the following office supplies are needed to organize client hard copy files. Pens and pencils, plus erasers; Highlighters; Permanent markers (thick and thin, black); Scissors; Paper clips (plus holder); Binder clips (various sizes); Stapler, plus staples; Tape dispenser, plus extra rolls of tape; Glue sticks; Rubber bands; Pencil sharpener; 3 hole punch; Calculator; In/Out box for paperwork; Desk drawer organizer; Envelopes; Return address labels; Sticky notes; Notepads (loose or bound, your choice); Printer paper; Printer ink/toner/cartridges; Manila file folders; Hanging file folders, plus tabs; Pocket or accordion file folders; File labels; 3 ring binders; Index dividers; Computer or laptop; Printer; External hard drive; Paper shredder; Scanner; antibacterial wipes; and Label maker.
Materials and Supplies Total	\$8,416.00	

- 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.

Quote is attached to the SF-424 confirming costs for supplies

**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).

Name of Proposed Sub	Total Cost	Basis of Cost*
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Fry Plumbing and Heating Nonprofit

\$571,867.00

DOEE provides grants to local nonprofits that are responsible for purchasing and installing audit-recommended weatherization and health & safety measures in income-eligible dwellings throughout the District. The District program operates utterly different from other WAP grantees because DOEE performs the initial energy audit and conduct the final QCI inspections. The nonprofits are charged with competitively advertising and recruiting subcontractors to install the audit recommended measures at the cost identified and approved by DOEE. Typical measures may include, but are not limited to, air sealing to reduce air infiltration; insulation of attics and walls; heating system repairs or replacement; hot water tank and pipe insulation; installation of energy-efficient lighting and refrigerators; window and outside door repair or replacement; renewable energy systems; and mitigation of health and safety issues, including indoor air quality improvements.

Contracts and Subgrants Total \$571,867.00

\*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.

General Description	Cost	Justification of Need
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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.

DOEE does not have other direct costs and utilizes leveraged funds to cover any additional costs.

## **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.

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.

There are no indirect costs and no basis for computation rates.

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

Name: Olga Provotorova

Phone Number: 2026712302



U.S. Department of Energy  
WEATHERIZATION ASSISTANCE PROGRAM (WAP)  
WEATHERIZATION ANNUAL FILE WORKSHEET

(Grant Number: EE0009894, State: DC, Program Year: 2023)

## IV.1 Subgrantees

## IV.2 WAP Production Schedule

Weatherization Plans	Units
Total Units (excluding reweatherized)	110
Rewatherized Units	50
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	110
C Total Units Rewatherized	50
D Total Dwelling Units to be Weatherized and Rewatherized (B + C)	160
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	\$324,520.90
G Total Dwelling Units to be Weatherized and Rewatherized (from line D)	160
H Average Program Operations Costs per Unit (F divided by G)	\$2,028.26
I Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J Total Average Cost per Dwelling (H plus I)	\$2,028.26

## 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
This Year Estimate	160	29.3	4688
Prior Year Estimate	160	29.3	4688
Prior Year Actual	0	29.3	0
Method used to calculate savings description:			

## IV.4 DOE-Funded Leveraging Activities

The Department of Energy and Environment (DOEE) is requesting 14.52% of leverage funding (\$112,391.00 for personnel and fringe benefits). These funds will be used to cover a portion of the salaries for program personnel who work on partnerships, agreements, and identifying other funding streams to leverage U.S. Department of Energy (US DOE) funds. DOEE has established partnerships with the DC Sustainable Energy Utility (DC SEU) to supplement costs for the mechanical systems in multifamily buildings; the DC Department of Housing and Community Development (DHCD) to address roof repair issues; and the U.S. Department of Housing and Urban Development (HUD) to assist with installing healthy housing measures. As the leveraged projects are completed, they will be reported on the QPR in the comments section. The budget does not include funding for measures not associated with a Savings to Investment Ratio (SIR).

For the past two decades, the US DOE has strongly encouraged subgrantees administering WAP to be innovative in attracting other resources into the program. The goal of the leveraging initiative is to maximize the number of low-income households that can be served and/or install additional cost-effective measures. Like many WAP programs, DOEE uses a combination of federal funds (e.g., WAP funds, Low-Income Home Energy Assistance Program (LIHEAP) funds, and Community Development Block Grant Program (CDBG)) and nonfederal funds (e.g., utility investments from systems benefit charges or efficiency programs, state funds from special set-asides, other rehabilitation funds, private funds from landlord contributions or foundations, and other private sources) to accomplish the scope of work on a building.

**U.S. Department of Energy**  
**WEATHERIZATION ASSISTANCE PROGRAM (WAP)**  
**WEATHERIZATION ANNUAL FILE WORKSHEET**

(Grant Number: EE0009894, State: DC, Program Year: 2023)

DOEE is aware of the limited amount of funding we receive from US DOE; however, we have made every attempt to maximize those funds by obtaining funds from other resources.

- In FY17, DOEE was able to secure \$1.7M to address remaining measures at a DC Housing Authority property that focused on baseload measures (window air conditioning units, straps for the units to address egress requirements, and window replacement). DOEE was also able to leverage \$1M in local renewable energy development funding (REDF) to prepare the roof at a DC Housing Authority property for solar PV installation.
- In FY18, DOEE was able to offset the costs for heating systems by receiving \$6,000 in rebates from DC SEU, \$1,000 in donations from Community Forklift to address measures not funded by US DOE and LIHEAP, \$100,000 from DHCD to address health and safety measures in two clients' homes, \$400,000 in local REDF to install a solar PV system at a District of Columbia Housing Authority property, and \$1,000 in plumbing work from a local plumber.
- In FY19, through our partnership with Community Forklift, DOEE was able to address clients that previously would have been deferred due to clutter and missing drywall. DOEE created partnerships with local nonprofits that provided the following services to weatherization clients at no cost to the program: clutter removal, mold remediation, stormwater management, and lead abatement.
- In FY20, DOEE continued its partnership with DC SEU, DHCD, Community Forklift's Home Essentials Program, and Yachad's Single Family Home Repair Program. DOEE has leveraged over \$200,000 in heating system installations in four multifamily buildings; addressed health and safety measures in a multifamily building, and leveraged over \$60,000 to address rehab work and materials for clients that would have been deferred otherwise.
- In FY20, through a partnership with the Department of Aging and Community Living (DACL) DOEE expended over \$250,000.00 installing window air conditioning units in single family dwellings occupied by seniors (60 and older).
- In FY20, DOEE received over \$3 million in funding to address lead-based hazards in households occupied with children under 5 and expectant mothers. These funds will also be used to address previously deferred weatherization clients that meet program requirements so we can address the lead hazards while installing audit-recommended energy efficiency measures.
- In FY21, DOEE has leveraged \$189,033.00 from Washington Gas Light Company to install higher efficiency gas appliances in low income residences receiving weatherization service and \$600,000.00 from the District's Sustainable Energy Trust Fund (SETF) to address audit-recommended baseload measures in single family dwellings and as part of the District's Clean Energy Omnibus Act which requires that a certain amount of funding be set aside for low-to-moderate income households. Through DOEE's partnership last fiscal year with DACL we will be entering into a MOU with DACL to receive \$36K to conduct energy audits in senior occupied dwellings where DACL will address health and safety measures while we address energy efficiency improvements if their HUD grant application is approved.
- In FY22, DOEE leveraged \$446,000.000; \$3.7 million in ARP - Dept. of Treasury funding to enhance weatherization services provided to clients (roof replacement, gutters, integrated pest management, and other health and safety work); \$4 million in ARP Dept. of Treasury funding to address lead, mold, and asbestos; and \$980K in LIHEAP-ARP funding to address additional health and safety measures in low income dwellings.
- In FY 23, DOEE leveraged \$4 million - Dept. of Treasury funding to enhance weatherization services provided to clients (roof replacement, gutters, integrated pest management, and other health and safety work); \$4 million in ARP Dept. of Treasury funding to address lead, mold, and asbestos; \$300K in Washington gas utility funds to offset the cost for gas emitting appliance replacement; and HUD funding to address identified lead-based paint hazards in households where a child 5 and under resides

**IV.5 Policy Advisory Council Members**

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

Delmonica Glaze	Type of organization: Other Contact Name: Phone: 7034021435 Email: <a href="mailto:steaks.n.donuts@gmail.com">steaks.n.donuts@gmail.com</a>
Gene Solon	Type of organization: Other Contact Name: Phone: 2024841184 Email: <a href="mailto:genesolon@comcast.net">genesolon@comcast.net</a>
Henry Presente	Type of organization: Other Contact Name: Phone: 2025671531 Email: <a href="mailto:hhyh1@yahoo.com">hhyh1@yahoo.com</a>
Jason Reott	Type of organization: Other Contact Name: Phone: 3048909545 Email: <a href="mailto:jasonreott@gmail.com">jasonreott@gmail.com</a>
Laura O'Connell	Type of organization: Other Contact Name: Phone: 9415442091 Email: <a href="mailto:laura.r.oconnell7@gmail.com">laura.r.oconnell7@gmail.com</a> Type of organization: Local agency



U.S. Department of Energy  
WEATHERIZATION ASSISTANCE PROGRAM (WAP)  
WEATHERIZATION ANNUAL FILE WORKSHEET

(Grant Number: EE0009894, State: DC, Program Year: 2023)

Margaret Moskowitz	Contact Name: Phone: 2406060682 Email: <a href="mailto:mmoskowitz@psc.dc.gov">mmoskowitz@psc.dc.gov</a>
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**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
03/24/2023	Virtual Public Hearing through Webex on March 24, 2023. State Plan was also made available on our agency website for the public to view and provide comment. <a href="https://doee.dc.gov/service/wap">https://doee.dc.gov/service/wap</a>

**IV.7 Miscellaneous**

**Recipient Business Officer**

Richard Jackson, Interim Director  
1200 First Street NE, 5th Floor  
Washington, DC 20002  
(202) 535-2600 Office  
(202) 535-2881 Fax  
[Richard.Jackson2@dc.gov](mailto:Richard.Jackson2@dc.gov)

**Principal Investigator**

LaWanda Jones, Associate Director  
1200 First Street NE, 5th Floor  
Washington, DC 20002  
(202) 671-1757 Office  
(202) 535-2881 Fax  
[LaWanda.Jones@dc.gov](mailto:LaWanda.Jones@dc.gov)

Based on our interpretation of the original American Customer Satisfaction Index, DOEE implemented changes to key areas of improvement, such as requiring 100% in progress inspections, not only to check the quality of the work performed, but to analyze if contractor personnel have the equipment and certifications to perform the work based on the DOEE-approved Field Guide, which incorporates the SWS.

The most recent annual T&TA was approved on 11/08/2021

The Annual Historic Preservation Report was approved on 9/14/2021

Weatherization Assistance Program, Weatherization Readiness Fund Work Plan

Beginning July 1, 2022 DOEE will utilize the Deferral Classification Guide and Tracker Template to track deferrals and report to US DOE as part of our PY 2022 T & TA, Monitoring and Leveraging Report.

DOEE will utilize the readiness funds to offset some of the costs to make the homes Weatherization Ready not to exceed an average cost of \$728.19 per unit.



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

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Counties  
served:

Tentative allocation:  
Planned units:  
Type of organization:  
Source of labor:

Remarks:

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**Department of Energy**  
Washington, DC 20585

**WEATHERIZATION PROGRAM NOTICE 23-2**  
**ISSUED DATE: February 3, 2023**

**SUBJECT:** PROGRAM YEAR (PY) 2023 GRANTEE ALLOCATIONS

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

**PURPOSE:** To provide Grantee allocations for the preparation and submission of applications for funding of the Weatherization Assistance Program (WAP) for PY 2023.

**SCOPE:** The provisions of this guidance apply to all Grantees applying for financial assistance under the Department of Energy (DOE) WAP.

**LEGAL AUTHORITY:** Title IV, Energy Conservation and Production Act, as amended, authorizes DOE to administer the WAP (42 U.S.C. § 6861 *et seq.*). All grant awards made under this program shall comply with applicable law and regulations including the WAP Regulations contained in [10 CFR Part 440](#).

**PROCEDURES:** On December 29, 2022, President Biden signed the Consolidated Appropriations Act of 2023, which provides Fiscal Year (FY) 2023 full-year appropriations through September 30, 2023. Under this Act, WAP was appropriated \$326,000,000. At this appropriation level:

- Public Law 116-260 signed December 27, 2020, directed DOE to establish a competitive program for “WAP Enhancement and Innovation” (E&I) based on meeting specific appropriation levels. E&I competitive grants will be funded from FY 2023 appropriation at \$19,560,000.
- The Energy Independence and Security Act of 2007 (EISA) signed December 19, 2007, authorizes the Secretary of Energy to make funding available for Sustainable Energy Resources for Consumers (SERC) Grants, based on meeting a specific funding level. SERC grants will be funded from FY 2023 appropriation at \$6,520,000.

DOE will communicate information on E&I and SERC funding opportunities and application process under a separate memo.

Additional actions within the Consolidation Appropriations Act of 2023 includes \$10,000,000 to be used for Headquarters Training & Technical Assistance (T&TA) which includes a pilot

program to develop and implement strategies to address harmful substances such as vermiculite. An additional \$30,000,000 is authorized for Weatherization Readiness Funds (WRF).

The final Grantee allocations included in this Notice are to be used in conjunction with [WPN 23-1: Program Year 2023 Weatherization Grant Application](#), with its two attachments: 1) Administrative and Legal Requirements Document; and 2) Application Instructions, in developing the annual grant application for PY 2023.

**ANNAMARIA  
GARCIA**

Digitally signed by  
ANNAMARIA GARCIA  
Date: 2023.02.03 14:38:07  
-05'00'

AnnaMaria Garcia  
Associate Director  
Office of State and Community Energy Programs

**Weatherization Assistance Program****Estimated FY 2023 Grantee Allocations @ \$298,920,000 plus \$30,000,000 WRF**

<b>State</b>	<b>FY 2023 Program Allocation</b>	<b>FY 2023 T&amp;TA Allocation</b>	<b>FY 2023 Total Allocation</b>	<b>FY 2023 Readiness Fund</b>
Alabama	\$2,785,126	\$609,162	\$3,394,288	\$357,188
Alaska	\$1,844,907	\$420,397	\$2,265,304	\$253,486
Arizona	\$1,936,680	\$438,822	\$2,375,502	\$263,608
Arkansas	\$2,203,925	\$492,476	\$2,696,401	\$293,084
California	\$7,435,566	\$1,542,818	\$8,978,384	\$870,114
Colorado	\$5,698,267	\$1,194,025	\$6,892,292	\$678,496
Connecticut	\$2,996,244	\$651,548	\$3,647,792	\$380,474
Delaware	\$652,802	\$181,061	\$833,863	\$122,001
District of Columbia	\$603,026	\$171,068	\$774,094	\$116,511
Florida	\$3,103,745	\$673,130	\$3,776,875	\$392,331
Georgia	\$3,917,626	\$836,531	\$4,754,157	\$482,099
Hawaii	\$207,122	\$91,583	\$298,705	\$72,845
Idaho	\$2,057,564	\$463,091	\$2,520,655	\$276,941
Illinois	\$14,337,411	\$2,928,482	\$17,265,893	\$1,631,360
Indiana	\$7,283,994	\$1,512,387	\$8,796,381	\$853,396
Iowa	\$5,042,431	\$1,062,355	\$6,104,786	\$606,160
Kansas	\$2,673,077	\$586,666	\$3,259,743	\$344,830
Kentucky	\$4,816,099	\$1,016,915	\$5,833,014	\$581,197
Louisiana	\$1,666,297	\$384,538	\$2,050,835	\$233,786
Maine	\$3,205,253	\$693,510	\$3,898,763	\$403,527
Maryland	\$3,057,092	\$663,764	\$3,720,856	\$387,185
Massachusetts	\$6,978,497	\$1,451,053	\$8,429,550	\$819,701
Michigan	\$16,597,459	\$3,382,225	\$19,979,684	\$1,880,634
Minnesota	\$10,012,063	\$2,060,094	\$12,072,157	\$1,154,291
Mississippi	\$1,769,046	\$405,166	\$2,174,212	\$245,119
Missouri	\$6,425,237	\$1,339,977	\$7,765,214	\$758,678
Montana	\$2,508,101	\$553,544	\$3,061,645	\$326,634
Nebraska	\$2,570,131	\$565,998	\$3,136,129	\$333,475
Nevada	\$1,193,787	\$289,673	\$1,483,460	\$181,670
New Hampshire	\$1,614,893	\$374,218	\$1,989,111	\$228,116
New Jersey	\$5,862,784	\$1,227,055	\$7,089,839	\$696,642
New Mexico	\$2,029,053	\$457,367	\$2,486,420	\$273,797
New York	\$22,155,886	\$4,498,175	\$26,654,061	\$2,493,707
North Carolina	\$5,033,819	\$1,060,626	\$6,094,445	\$605,210
North Dakota	\$2,421,799	\$536,218	\$2,958,017	\$317,115

Ohio	\$14,694,891	\$3,000,252	\$17,695,143	\$1,670,789
Oklahoma	\$2,858,272	\$623,847	\$3,482,119	\$365,256
Oregon	\$3,021,339	\$656,586	\$3,677,925	\$383,242
Pennsylvania	\$15,807,875	\$3,223,703	\$19,031,578	\$1,793,546
Rhode Island	\$1,227,844	\$296,511	\$1,524,355	\$185,426
South Carolina	\$2,170,567	\$485,779	\$2,656,346	\$289,405
South Dakota	\$1,876,070	\$426,653	\$2,302,723	\$256,923
Tennessee	\$4,795,395	\$1,012,758	\$5,808,153	\$578,913
Texas	\$7,283,255	\$1,512,239	\$8,795,494	\$853,314
Utah	\$2,187,245	\$489,127	\$2,676,372	\$291,244
Vermont	\$1,353,557	\$321,750	\$1,675,307	\$199,292
Virginia	\$4,535,886	\$960,657	\$5,496,543	\$550,290
Washington	\$4,849,188	\$1,023,558	\$5,872,746	\$584,846
West Virginia	\$3,223,080	\$697,089	\$3,920,169	\$405,493
Wisconsin	\$9,245,317	\$1,906,156	\$11,151,473	\$1,069,722
Wyoming	\$1,129,910	\$276,849	\$1,406,759	\$174,625
American Samoa	\$135,886	\$77,282	\$213,168	\$64,990
Guam	\$148,004	\$79,714	\$227,718	\$66,324
Puerto Rico	\$1,073,450	\$265,514	\$1,338,964	\$168,397
Northern Mariana Islands	\$138,180	\$77,742	\$215,922	\$65,241
Virgin Islands	\$156,980	\$81,516	\$238,496	\$67,314
Total	\$246,609,000	\$52,311,000	\$298,920,000	\$30,000,000
Northern Arapaho Grant:	\$96,506	\$23,646	\$120,152	\$16,308
Wyoming (adjusted)	\$1,033,404	\$253,203	\$1,286,607	\$158,317
			<b>HQ T&amp;TA</b>	\$10,000,000
			<b>Innovation</b>	\$19,560,000
			<b>SERC</b>	\$6,520,000

Note: The proposed FY 2023 appropriation is above the threshold that triggers changes to the allocation formula mandated by the interim final rule published on June 5, 1995, in the Federal Register, Volume 60, No. 107, Pages 29469-29481.