

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

(Grant Number: EE0007921, State: KY, Program Year: 2019)

IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Audubon Area Community Services, Inc (Owensboro)	\$283,957.00 25
Bell-Whitley Community Action Agency, Inc. (Pineville)	\$178,773.00 15
Big Sandy Area Community Action Program, Inc. (Paintsville)	\$207,323.00 18
Blue Grass Community Action Agency, Inc. (Frankfort)	\$302,989.00 26
Central Kentucky Community Action Council, Inc. (Lebanon)	\$312,505.00 27
Community Action Lexington-Fayette/Bourbon/Harrison/Nicholas (Lexington)	\$322,022.00 28
Daniel Boone Development Council, Inc. (Manchester)	\$254,906.00 22
Gateway Community Services Organization, Inc. (West Liberty)	\$188,290.00 16
KCEOC Barren River Area (Barbourville)	\$226,356.00 19
KCEOC Harlan (Barbourville)	\$121,174.00 10
Kentucky Communities Economic Opportunity Council, Inc. (Barbourville)	\$159,240.00 13
Kentucky River Foothills Development Council, Inc. (Richmond)	\$273,939.00 24
Lake Cumberland Community Services Organization (Jamestown)	\$197,807.00 17
Leslie, Knott, Letcher, Perry Community Action Council (Hazard)	\$216,839.00 19
Licking Valley Community Action Program, Inc. (Flemingsburg)	\$168,756.00 14
Louisville - Multi-Purpose Community Action Agency (Shelbyville)	\$264,422.00 23
Middle Kentucky River Area Development Council, Inc. (Jackson)	\$140,207.00 13
Multi-Purpose Community Action Agency, Inc. (Shelbyville)	\$149,723.00 14
Northeast Kentucky Area Development Council, Inc. (Olive Hill)	\$235,873.00 20
Northern Kentucky Community Action Commission, Inc. (Covington)	\$329,034.00 29
Pennyrile Allied Community Services, Inc. (Hopkinsville)	\$245,389.00 23
Tri-County Community Action Agency, Inc. (LaGrange)	\$130,690.00 11
West Kentucky Allied Services, Inc. (Mayfield)	\$293,472.00 25
Total:	\$5,203,686.00 451

**U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
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IV.2 WAP Production Schedule

Weatherization Plans	Units
Total Units (excluding reweatherized)	451
Reweatherized Units	0

Note: Planned units by quarter or category are no longer required, no information required for persons.

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	451
C	Total Units Reweatherized	00
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	451
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	\$3,393,980.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	451
H	Average Program Operations Costs per Unit (F divided by G)	\$7,525.45
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$7,525.45

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	451	29.3	13214
Prior Year Estimate	394	29.3	11544
Prior Year Actual	329	29.3	9640
Method used to calculate savings description:			

IV.4 DOE-Funded Leveraging Activities

No DOE funds will be diverted to leveraging activities.

IV.5 Policy Advisory Council Members

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

American Electric Power	Type of organization: Utility Contact Name: Barrett Nolen Phone: 6069291696 Email: bnolen@aep.com
Atmos Energy	Type of organization: Utility Contact Name: Mark Martin Phone: 8882866700 Email: mark.martin@atmosenergy.com
Audubon Area Community Services, Inc.	Type of organization: Non-profit (not a financial institution) Contact Name: Rob Jones Phone: 2706861600

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

(Grant Number: EE0007921, State: KY, Program Year: 2019)

Bluegrass Area Development District	Email: rjones@audubon-area.com Type of organization: Unit of Local Government Contact Name: Mary Crowley-Schmidt Phone: 8592698021226 Email: maryc@bgadd.org
Cabinet for Health and Family Services	Type of organization: Unit of State Government Contact Name: Vickie Bowling Phone: 50256434403683 Email: vickie.bowling@ky.gov
Center for Accessible Living	Type of organization: Non-profit (not a financial institution) Contact Name: David Allgood Phone: 5025896620 Email: dallgood@calky.org
Daniel Boone Community Action Agency Inc	Type of organization: Non-profit (not a financial institution) Contact Name: Mike Buckles Phone: 6065985127 Email: mike.buckles@danielboonecaa.org
Division of Efficiency and Conservation	Type of organization: Unit of State Government Contact Name: Lee Colten Phone: 5025647192 Email: lee.colten@ky.gov
Housing Development Alliance	Type of organization: Non-profit (not a financial institution) Contact Name: Scott McReynolds Phone: 6064360497 Email: scott@housingdevelopmentalliance.org
Partnership Housing, Inc.	Type of organization: Non-profit (not a financial institution) Contact Name: Cassie Hudson Phone: 6065937296 Email: cassie.hudson@ymail.com
University of Kentucky	Type of organization: Other Contact Name: Christina Espinosa Bard Phone: 8592577225 Email: ctespinosa@uky.edu

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
04/16/2019	The Public Hearing was held on Tuesday, April 16th at 2 p.m. Public notices went out through an egram system on March 28 and April 4th and was posted on the KHC website on Monday, March 25th.

IV.7 Miscellaneous

<p>Recipient Business Officer Edwin King Eking@kyhousing.org 502-564-7630, ext. 299</p> <p>Recipient Principal Investigator John Cora jcora@kyhousing.org 502 564 7630 ext: 399</p> <p><u>MAJOR CHANGES TO THIS PLAN:</u></p> <ul style="list-style-type: none"> • The allocation formula used last year was refreshed, based on expenditure data, thus, creating a different allocation award than last year. For example, the sub-grantees changes positions of largest to smallest awardees. • The policies around serving multi-family units were revised so that sub-grantees are required to notify KHC before pursuing a multi-family project.
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U.S. Department of Energy
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The new policy allows sub-grantees to choose projects based on a multiple sources, including HUD- or USDA-lists or cold calls. Sub-grantees only have to advertise for projects if they plan to weatherize a project over 24 units or one that the sub-grantee owns, either in full or in part. However, they are still held to a 33-percent cap of multi-family units on their total weatherization allocation without prior written approval. Sub-grantees are allowed to an initial walk-through of the property to determine whether weatherization measures can be installed or that there are significant barriers to weatherizing the project.

- The sub-recipient for the Harlan County and the Barren River Region will be KCEOC Community Action.
- Training requirements were aligned to DOE requirements for Energy Auditor (EA). Historically, KHC offered a dwelling needs evaluator (DNE) certification, which included components to the DOE Energy Auditor Certification. KHC will pull that out of the DNE training and offer it separately as according to the DOE requirement. For persons who recently received the DNE certification the EA training requirement will be grandfathered in until certification expires.

AVERAGE COST PER UNIT:

Our average cost per unit is based on a projection of LIHEAP funding to be received this fall. This average could rise or fall depending on the amount of allowed LIHEAP transfer dollars.

AMERICAN CUSTOMER SATISFACTION INDEX:

Following the receipt of the results of the ACSI data provided to KHC by DOE, we engaged in outreach to our sub-recipient partners to both share the results and get feedback from them on next steps. We sent the agencies the results, and we discussed them at the annual community action agency conference held in June 2017 as well as highlighting our actions in a statewide meeting in March 2019. Based on the survey results, the primary area needing improvement was related to communication and distribution of funding from KHC to sub-recipients.

Actions taken to improve communication and distribution of funds:

Communications

- All CAAs that were not already signed up for our weekly electronic newsletter (Egram) were encouraged to sign up to receive them. In Egrams, we communicate information related to program changes, training opportunities, and funding opportunities being offered by KHC not related to the WAP. Our technical team also began a quarterly egram, targeting the technical and training issues for the WAP.
- KHC WAP staff attended the annual Community Action of Kentucky conference in June 2018 to highlight changes. We hosted a statewide technical meeting on March 18, 2019 to discuss issues on the technical side as well as highlight some changes or improvements on the administration of WAP.
- Prior to beginning work on our state plan for PY2019 (December 2018), we notified the public via Egram of the opportunity to provide comment on the current state plan and changes. This opportunity to comment would be in addition to the open public comment period available leading up to and during the annual public hearing.
- In the March 18, 2019 meeting, KHC's training center previewed their new website that will make some online training available and registration easier.
- KHC hired a weatherization technical administrator, Johnny Bush, to work directly with sub-grantees on WAP issues in the network and troubleshoot policy and technical issues in the field.

Distribution of Funds

- KHC implemented a new funds management system for the sub-grantees that will help streamline funding and allow the sub-grantees to see the progress of their funding from initial review to money sent. The system was implemented network-wide in February. Reports have been very positive from subgrantees who are using the system for the first time.
- KHC was able to get contracts out as soon as our state plan was approved by having them all drafted with state plan numbers prior to the plan being approved. Once we received approval, KHC just had to send the contracts to the sub-grantees. Thus, we eliminated 2 - 4 weeks of time from state plan approval to subgrantees accessing their funding.

Leading up to the public hearing, two separate public notices were sent detailing the availability of the draft PY2019 plan for review and comment.

POLICY ADVISORY COUNCIL:

While the state Weatherization Policy Advisory Council has members representing agencies that receive an allocation of Weatherization Assistance Program funds, processes exist to ensure that those members abstain from reviewing and approving activities associated with the DOE WAP. During Program Year 2018, KHC had three members either retire or change jobs. Two of those positions were from sub-grantees. As these changes occur amongst the sub-grantee membership on the committee, KHC will work to identify some new members who are not part of the WAP in Kentucky.

REALLOCATION PROCESS:

During the term of the Weatherization operating year, Kentucky Housing Corporation may deem it appropriate to recapture and/or reallocate funds. Recapture would be pursued based on an agency's **established pattern** of slow expenditures or in the case of significant compliance violations (see Corrective Action in V.8.3). Additionally agencies that experience unexpected delays or work stoppages would have the opportunity to voluntarily

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surrender funds they cannot spend, without the fear of negative capacity evaluations in future funding rounds. Recapture would take place on a limited scope and should not be considered a routine or expected process each year.

Any funds that become available for reallocation will be offered first to agencies that meet the following criteria:

- Have an appropriate expenditure rate on both DOE WX and LIHEAP funds
- Have no unresolved administrative issues from desk audit, technical assistance visit or monitoring review
- Be in good standing with any reporting or draw timeliness
- Be able to meet all commitment and expenditure deadlines

If an agency can successfully demonstrate eligibility, it may be considered for a reallocation of funds.