

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

**(Grant Number: EE0009989, State: KY, Program Year: 2022)**

**IV.1 Subgrantees**

<b>Subgrantee (City)</b>	<b>Planned Funds/Units</b>
Audubon Area Community Services, Inc (Owensboro)	\$1,568,553.00 138
Bell-Whitley Community Action Agency, Inc. (Pineville)	\$1,377,986.00 122
Big Sandy Area Community Action Program, Inc. (Paintsville)	\$1,518,384.00 134
Blue Grass Community Action Agency, Inc. (Frankfort)	\$2,342,774.00 204
Central Kentucky Community Action Council, Inc. (Lebanon)	\$2,411,174.00 210
Community Action Lexington-Fayette/Bourbon/Harrison/Nicholas (Lexington)	\$2,106,820.00 177
Daniel Boone Development Council, Inc. (Manchester)	\$1,484,556.00 131
Frontier Housing, Inc. (Morehead)	\$936,833.00 78
Gateway Community Services Organization, Inc. (West Liberty)	\$1,268,964.00 113
KCEOC Barren River Area (Barbourville)	\$2,332,416.00 199
KCEOC Harlan (Barbourville)	\$975,234.00 84
Kentucky Communities Economic Opportunity Council, Inc. (Barbourville)	\$1,312,087.00 116
Kentucky River Foothills Development Council, Inc. (Richmond)	\$1,373,960.00 122
Lake Cumberland Community Services Organization (Jamestown)	\$1,276,402.00 107
Leslie, Knott, Letcher, Perry Community Action Council (Hazard)	\$1,537,754.00 136
Licking Valley Community Action Program, Inc. (Flemingsburg)	\$1,241,188.00 111
Louisville - Multi-Purpose Community Action Agency (Shelbyville)	\$2,289,518.00 195
Multi-Purpose Community Action Agency, Inc. (Shelbyville)	\$1,277,429.00 107
Northeast Kentucky Community Action Agency, Inc. (Olive Hill)	\$1,758,946.00 154
Northern Kentucky Community Action Commission, Inc. (Covington)	\$1,542,392.00 129
Pennyrile Allied Community Services, Inc. (Hopkinsville)	\$1,320,762.00 117
TBD (TBD)	\$3,895,326.00 487
Community and Economic Development Association of Cook County	\$4,012,262.00 337
Tri-County Community Action Agency, Inc. (LaGrange)	\$688,422.00 57

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West Kentucky Allied Services, Inc. (Mayfield)	\$1,649,750.00 145
<b>Total:</b>	<b>\$43,499,892.00</b> <b>3,910</b>

**IV.2 WAP Production Schedule**

Weatherization Plans	Units
Total Units (excluding reweatherized)	3,913
Rewatherized Units	0
Average Unit Costs, Units subject to DOE Project Rules	
<b>VEHICLE &amp; EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)</b>	
A Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B Total Units Weatherized	3,913
C Total Units Rewatherized	0
D Total Dwelling Units to be Weatherized and Rewatherized (B + C)	3,913
E Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
<b>AVERAGE COST PER DWELLING UNIT (DOE RULES)</b>	
F Total Funds for Program Operations	\$30,350,085.00
G Total Dwelling Units to be Weatherized and Rewatherized (from line D)	3,913
H Average Program Operations Costs per Unit (F divided by G)	\$7,756.22
I Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J Total Average Cost per Dwelling (H plus I)	\$7,756.22

**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	3913	29.3	114651
	Prior Year Estimate	1303	29.3	38178
	Prior Year Actual	1267	29.3	37123
<b>Method used to calculate savings description:</b>				

**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

Advocate for Economically Diverse Rural Neighborhood	Type of organization: Contact Name: Wilma Kelley Phone: 6064645031 Email: <a href="mailto:beattyvillewk@att.net">beattyvillewk@att.net</a> Type of organization:
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Advocate for Persons with Mental Disabilities	Contact Name: Phyllis A. Parker Phone: 5555555555 Email: <a href="mailto:phyllisparker007@gmail.com">phyllisparker007@gmail.com</a>
Advocate for Persons with Physical Disabilities	Type of organization: Contact Name: David Allgood Phone: 5025896620 Email: <a href="mailto:dallgood@calky.org">dallgood@calky.org</a>
American Electric Power	Type of organization: Utility Contact Name: Barrett Nolen Phone: 6069291696 Email: <a href="mailto:blnolen@aep.com">blnolen@aep.com</a>
Atmos Energy	Type of organization: Utility Contact Name: Mark Martin Phone: 8882866700 Email: <a href="mailto:mark.martin@atmosenergy.com">mark.martin@atmosenergy.com</a>
Audubon Area Community Services, Inc.	Type of organization: Non-profit (not a financial institution) Contact Name: Rob Jones Phone: 2706861600 Email: <a href="mailto:rjones@audubon-area.com">rjones@audubon-area.com</a>
Bluegrass Area Development District	Type of organization: Unit of Local Government Contact Name: Mary Crowley-Schmidt Phone: 8592698021226 Email: <a href="mailto:marvc@bgadd.org">marvc@bgadd.org</a>
Cabinet for Health and Family Services	Type of organization: Unit of State Government Contact Name: Jason Dunn Phone: 8003722973 Email: <a href="mailto:jason.dunn@ky.gov">jason.dunn@ky.gov</a>
Cabinet for Health and Family Services	Type of organization: Unit of State Government Contact Name: Vickie Bowling Phone: 50256434403683 Email: <a href="mailto:vickie.bowling@ky.gov">vickie.bowling@ky.gov</a>
Center for Accessible Living	Type of organization: Non-profit (not a financial institution) Contact Name: David Allgood Phone: 5025896620 Email: <a href="mailto:dallgood@calky.org">dallgood@calky.org</a>
Daniel Boone Community Action Agency Inc	Type of organization: Non-profit (not a financial institution) Contact Name: Mike Buckles Phone: 6065985127 Email: <a href="mailto:mike.buckles@danielboonecaa.org">mike.buckles@danielboonecaa.org</a>
Division of Efficiency and Conservation	Type of organization: Unit of State Government Contact Name: Lee Colten Phone: 5025647192 Email: <a href="mailto:lee.colten@ky.gov">lee.colten@ky.gov</a>
Education and Workforce Development Cabinet	Type of organization: Unit of State Government Contact Name: Josh Benton Phone: 5025642900 Email: <a href="mailto:Josh.Benton@ky.gov">Josh.Benton@ky.gov</a>
Energy and Environment Cabinet	Type of organization: Unit of State Government Contact Name: Lona Brewer Phone: 5025643350 Email: <a href="mailto:lona.brewer@ky.gov">lona.brewer@ky.gov</a>
Housing Authority of Bowling Green	Type of organization: Unit of Local Government Contact Name: Abrahams Williams Phone: 2708436071 Email:
Housing Development Alliance	Type of organization: Non-profit (not a financial institution) Contact Name: Scott McReynolds Phone: 6064360497 Email: <a href="mailto:scott@housingdevelopmentalliance.org">scott@housingdevelopmentalliance.org</a>

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Kentucky Association of Counties	Type of organization: Contact Name: Lonnie Campbell Phone: 8002645226 Email: <a href="mailto:lonnie.campbell@kaco.org">lonnie.campbell@kaco.org</a>
Kentucky Commission on Human Rights	Type of organization: Contact Name: Erin Spalding Phone: 5025954024 Email: <a href="mailto:erin.spalding@ky.gov">erin.spalding@ky.gov</a>
Kentucky Department for Local Government	Type of organization: Unit of State Government Contact Name: Cathy Figlestahler Phone: 5025732382 Email: <a href="mailto:Cathy.figlestahler@ky.gov">Cathy.figlestahler@ky.gov</a>
Kentucky Heritage Council	Type of organization: Unit of State Government Contact Name: Craig Potts Phone: 5025647005 Email: <a href="mailto:craig.potts@ky.gov">craig.potts@ky.gov</a>
Kentucky Housing Corporation	Type of organization: Contact Name: Winston Miller Phone: 5025647630 Email: <a href="mailto:wmiller@kyhousing.org">wmiller@kyhousing.org</a>
Kentucky League of Cities	Type of organization: Contact Name: Michael Coleman Phone: 8595522142 Email: <a href="mailto:Mikecitycouncil@gmail.com">Mikecitycouncil@gmail.com</a>
Kentucky Transportation Cabinet	Type of organization: Unit of State Government Contact Name: Dean Loy Phone: 5025644890 Email: <a href="mailto:deanm.loy@ky.gov">deanm.loy@ky.gov</a>
Manufactured Housing Industry	Type of organization: Non-profit (not a financial institution) Contact Name: Betty Whittaker Phone: 5022230490 Email: <a href="mailto:bwhittaker@kmhi.org">bwhittaker@kmhi.org</a>
Mortgage Banking Industry	Type of organization: Contact Name: Darrell Overstreet Phone: 2703841735 Email: <a href="mailto:doverstreet@kmcky.com">doverstreet@kmcky.com</a>
Office of Housing, Buildings and Construction	Type of organization: Unit of State Government Contact Name: Benjamin Siegel Phone: 5025730365 Email: <a href="mailto:benjamin.siegel@ky.gov">benjamin.siegel@ky.gov</a>
Partnership Housing, Inc.	Type of organization: Non-profit (not a financial institution) Contact Name: Cassie Hudson Phone: 6065937296 Email: <a href="mailto:cassie.hudson@ymail.com">cassie.hudson@ymail.com</a>
Public Housing Authorities	Type of organization: Contact Name: Abraham Williams Phone: 2708436071 Email: <a href="mailto:awilliams@habg.org">awilliams@habg.org</a>
Realtors	Type of organization: Contact Name: Becky Murphy Phone: 8599712222 Email: <a href="mailto:becky@charliemurphyrealtors.com">becky@charliemurphyrealtors.com</a>
Rental Property Providers	Type of organization: Contact Name: Zack Worsham Phone: 8592126699 Email: <a href="mailto:zworsham@witerwoodonline.com">zworsham@witerwoodonline.com</a>
Resident of Economically Diverse Urban Neighborhood	Type of organization: Contact Name: Ann Anderson Phone: 5024596241

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Rural Advocate for the Homeless	Email: <a href="mailto:rhal5306@bluegrass.net">rhal5306@bluegrass.net</a> Type of organization: Contact Name: Craig Brock Phone: 6063373044 Email: <a href="mailto:cbrock@bellwhitley.com">cbrock@bellwhitley.com</a>
Rural Nonprofit Housing Organization	Type of organization: Non-profit (not a financial institution) Contact Name: Dave Kreher Phone: 6067966333 Email: <a href="mailto:davepshh@windstream.net">davepshh@windstream.net</a>
State Senate	Type of organization: Contact Name: Tom Buford Phone: 5025648100 Email: <a href="mailto:tom.buford@lrc.ky.gov">tom.buford@lrc.ky.gov</a>
The Kentucky State Building Trades Council	Type of organization: Contact Name: Waylon Isaacs Phone: 3178071112 Email: <a href="mailto:wisaacs@ikorcc.com">wisaacs@ikorcc.com</a>
University of Kentucky	Type of organization: Other Contact Name: Christina Espinosa Bard Phone: 8592577225 Email: <a href="mailto:ctespinosa@uky.edu">ctespinosa@uky.edu</a>
Urban Advocate for the Homeless	Type of organization: Contact Name: Bev Merrill Phone: 8594318717 Email: <a href="mailto:bmerrill@welcomehouseky.org">bmerrill@welcomehouseky.org</a>
Urban Nonprofit Housing Organizations	Type of organization: Contact Name: Becky Roehrig Phone: 5025876763 Email: <a href="mailto:BeckyR@rivercityhousing.org">BeckyR@rivercityhousing.org</a>

**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
09/01/2022	First announcement for public hearing and document location.
09/08/2022	Second announcement for public hearing and document location.
09/15/2022	Public Hearing Held

**IV.7 Miscellaneous**

<p>Recipient Business Officer Winston Miller <a href="mailto:wmiller@kyhousing.org">wmiller@kyhousing.org</a> 502-564-7630, ext. 299</p> <p>Recipient Principal Investigator Keli Reynolds <a href="mailto:kreynolds@kyhousing.org">kreynolds@kyhousing.org</a> 502 564 7630 ext: 414</p> <p><u>Personnel Expenses</u></p> <p>Personnel expenses increased for a couple of reasons. First, KHC was underpaying staff, which made replacing them nearly impossible. Plus, KHC withdrew from the state retirement plan, which decreased the fringe benefits but also made us a less appealing employer to staff trained in the network when job openings occurred, which further increased the need for higher wages (to be competitive and to retain current staff). Second, KHC reorganized our training and technical assistance division so that there are dedicated trainers and dedicated technical monitors. With the re-organization, KHC added a new position for a technical monitor so that we can fulfill a request from our subgrantee network to offer more TA in the field. KHC projects the need to hire another trainer and technical</p>
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monitor under this grant to add capacity.

Any KHC Personnel charging less than 100% to WAP grant will be paid by other funding sources such as but not limited to: LIHEAP or any of the 14 different funding streams managed by HCA (most of them federal).

Financial Audits

Financial Audit funding, identified in KHC's SF-424a Budget, will only be allocated to subgrantees who expend overall total federal funding over \$750,000.

Vehicles and Equipment

KHC will be working to improve the condition of Subgrantee vehicles and equipment, and allot for a ramp-up with the new BIL funding.

Sub-grantee Selection

Middle Kentucky Community Action Agency, serving Owsley, Lee, Wolf, and Breathitt counties, will be replaced with a new sub-grantee. While KHC works to find a new sub-grantee, TBD is a place holder for that allocation and territory. A new Sub-grantee will be selected in accordance with 10 CFR 440.15 and 2 CFR 200.1 "Subrecipient". KHC plans to open an application for funding to the CAA network to serve . If no applications or qualified CAAs submit an application, KHC will open the application to non-profits. KHC will consider splitting the territory as needed to award funds. An application round opened September 26 and will close October 21, and it is open the CAA network only at this time. In the event that no CAA applies for this territory, the application will be opened to any non-profit or city/county government.

Policy Advisory Committee

Policy Advisory Committee (PAC) To the extent possible, Kentucky's PAC members advocate for and provide a broad representation of 'At-Risk' and 'Low-income' populations such as but not limited to the following: children, elderly, persons with disabilities, and Native Americans. The PAC consists of KHC's Housing Policy Advisory Committee (HPAC) membership. In 2021, KHC combined the two committees. HPAC absorbed the WX PAC; however, the membership of HPAC is designed by its by-laws and not all members of PAC are eligible for membership in HPAC; however, all meetings are opened and all in attendance are free to comment and share opinions. The list in the Annual File is the current list of HPAC/PAC membership.

Performance Pool (TBD)

- The objective of the Performance Pool is to reward subgrantees for meeting benchmarks each year so that they may increase their production and KHC staff do not have to reallocate the funds until later in the grant period to make funding available to subgrantees who are running low.
- Set 10% of funding aside for a performance pool when subgrantees hit benchmarks on job completions (Year 3 = 25% of job completion)
- If benchmarks are met earlier, the subgrantees can receive allocations from the performance pool.
- Awarded to subs achieving benchmarks based on projections for future spending.
- If benchmark (25% as a state) has not been met by Year 3, performance pool will open to non-profits through an open application process. Experience in weatherization, energy efficiency, or housing development will be included as a scoring criterion.
- Open application may be for specific territories/areas.
- Pool can also be awarded to new subgrantees to serve multi-family units if subgrantees are not processing multi-family applications or have the capacity to carry-out multi-family weatherization activities.
- All subgrantees in the annual file will be eligible for the TBD - Performance Pool.

Contracts

- Contracts will be issued by July 1st of each grant year.
- The contracts will include rollover as long as the subgrantees are producing completed units and demonstrating that they are administering a weatherization program.
- KHC retains the right to re-allocate funds as needed.

Outreach Team

To hire a team of outreach workers to serve each region of the state to act as an applicant gatekeeper. In addition, the outreach team will also perform the following duties:

- attend community events to promote Weatherization and assist with applications.
- act as a weatherization navigator to answer applicant questions, assist in collecting supporting documentation, and do home outreach (if needed).
- communicate eligibility and next steps to potential clients.
- assist with building local/state partnerships to recruit applicants and build capacity for staffing.

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- target workforce development efforts for minority business enterprises and women business enterprises (MBE/WBE).

Contractor Incentives

- To provide 1-year (\$500), 3-year (\$1000), and 5-year (\$1500) retention bonuses to all contractors who are existing or new to the weatherization program who will be performing BIL completions.
- Must have worked at least one completion within the retention year to receive a retention bonus.
- Will grandfather in current contractors so they may receive bonuses.
- Will attract new contractors and provide small contractors who serve multiple subgrantees a more attractive incentive to remain weatherization contractors. In addition, the incentives may attract MBE/WBE contractors that we have not been able to attract in the past.
- Contractor Incentives will begin after the completion of the first BIL job.
- Current WAP contractors will be grandfathered into the incentives after the completion of the first BIL job.
- Incentives will be included as program operations and average costs per unit.
- KHC will track incentives and retention rates amongst contractors.

Career Path

- Require subgrantees to pay minimum wage for retrofit installer, crew lead, EA, and QCI
- Provide incentive ladder for obtaining EA and QCI (with minimum pay standards)
- Offer Sign-on bonuses for new crew (RIT, crew lead, EA, and QCI) = \$250
- Provide 12-month and 2-year retention bonus, \$500 and \$750 (current staff will be grandfathered in so they may receive retention bonuses)
- Five-year retention bonus - \$1,250 (current staff will be grandfathered in so they may receive retention bonuses)
- All bonuses will be applied following the guidelines above after the first BIL completion.
- Bonuses will be included in program operations and part of the average cost per unit.

Minimum Pay (Hourly rate – does not include fringe)

Position	Minimum Pay
Retrofit Installer	\$13.50
Crew Lead	\$16.50
Energy Auditor	\$18.50
QCI	\$21.00

Chart Data based on NASCSP KY specific data from March 2021 Wage Study

Solar

- Target 5 – 7 homes each year
- Eligible homes: less than 50 years old, not in historic neighborhoods + roofs that will last the lifetime of the panels; (Ability to couple with USDA 504 Loan for roofs and even solar panel funding)
- Braid DOE & LIHEAP
- DOE can cover \$3,929; LH would have to cover the rest (or use USDA 504 Loans where applicable)
- Estimating \$20,000 - \$25,000 per system
- Begin with a pilot project in partnership with HOMES (nonprofit developer in KY who does solar panel install) and a subgrantee, who is not only interested in participating in solar energy but whom also wants to learn how to do install. Pilot will be for 1 or 2 homes and will enable KHC to implement the following:
  - policies and procedures for solar install
  - standard installation packages
- Energy audits will be completed in all renewable energy units.
- KHC will consult with DOE on policies/procedures when developing them for the pilot and future solar work.

Davis-Bacon and Buy American Requirements

KHC will use current accounting and data systems to track wages for Davis-Bacon compliance.

KHC will abide by all Buy American requirements as they are made available.

Fuel Switching

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KHC will submit fuel-switching ECMs to DOE on a case-by-case basis.

**AVERAGE COST PER UNIT:**

Our average cost per unit is based on the DOE average per unit cost, which is \$8,009.

Please see BIL workbook for further plan documents.