

**U.S. Department of Energy**  
Weatherization Assistance Program (WAP)  
WEATHERIZATION ANNUAL FILE WORKSHEET  
**Grant Number:** SE0001825, **State:** KY, **Program Year:** 2025  
**Recipient:** Kentucky Housing Corporation

**IV.1 Subgrantees**

| <b>Subgrantee (City)</b>                                                 | <b>Planned Funds/Units</b>          |
|--------------------------------------------------------------------------|-------------------------------------|
| Audubon Area Community Services, Inc (Owensboro)                         | \$235,423.00<br>12                  |
| Bell-Whitley Community Action Agency, Inc. (Pineville)                   | \$228,023.00<br>12                  |
| Big Sandy Area Community Action Program, Inc. (Paintsville)              | \$268,254.00<br>14                  |
| Blue Grass Community Action Agency, Inc. (Frankfort)                     | \$305,709.00<br>16                  |
| Central Kentucky Community Action Council, Inc. (Lebanon)                | \$288,367.00<br>15                  |
| Community Action Lexington-Fayette/Bourbon/Harrison/Nicholas (Lexington) | \$384,813.00<br>18                  |
| Daniel Boone Development Council, Inc. (Manchester)                      | \$285,594.00<br>15                  |
| Frontier Housing, Inc. (Morehead)                                        | \$146,876.00<br>7                   |
| Gateway Community Services Organization, Inc. (West Liberty)             | \$226,642.00<br>12                  |
| KCEOC Barren River Area (Barbourville)                                   | \$306,408.00<br>17                  |
| KCEOC Harlan (Barbourville)                                              | \$159,594.00<br>8                   |
| Kentucky Communities Economic Opportunity Council, Inc (Barbourville)    | \$237,272.00<br>12                  |
| Kentucky Communities Economic Opportunity Council, Inc. (Barbourville)   | \$169,076.00<br>9                   |
| Lake Cumberland Community Services Organization (Jamestown)              | \$270,342.00<br>15                  |
| Leslie, Knott, Letcher, Perry Community Action Council (Hazard)          | \$273,115.00<br>15                  |
| Licking Valley Community Action Program, Inc. (Flemingsburg)             | \$211,613.00<br>11                  |
| Louisville - Multi-Purpose Community Action Agency (Shelbyville)         | \$311,030.00<br>17                  |
| Multi-Purpose Community Action Agency, Inc. (Shelbyville)                | \$198,524.00<br>10                  |
| Northeast Kentucky Community Action Agency, Inc. (Olive Hill)            | \$346,018.00<br>14                  |
| Northern Kentucky Community Action Commission, Inc. (Covington)          | \$321,198.00<br>17                  |
| Pennyrile Allied Community Services, Inc. (Hopkinsville)                 | \$271,027.00<br>14                  |
| Tri-County Community Action Agency, Inc. (LaGrange)                      | \$160,518.00<br>8                   |
| West Kentucky Allied Services, Inc. (Mayfield)                           | \$299,231.00<br>14                  |
| <b>Total:</b>                                                            | <b>\$5,904,667.00</b><br><b>302</b> |

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**IV.2 WAP Production Schedule**

|                                                                |                                                                         |                |
|----------------------------------------------------------------|-------------------------------------------------------------------------|----------------|
| Weatherization Plans                                           |                                                                         | Units          |
| Total Units (excluding reweatherized)                          |                                                                         | 300            |
| Reweatherized Units                                            |                                                                         | 2              |
| 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                                                 | 300            |
| C                                                              | Total Units Reweatherized                                               | 2              |
| D                                                              | Total Dwelling Units to be Weatherized and Reweatherized (B + C)        | 302            |
| 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                                      | \$2,555,676.00 |
| G                                                              | Total Dwelling Units to be Weatherized and Reweatherized (from line D)  | 302            |
| H                                                              | Average Program Operations Costs per Unit (F divided by G)              | \$8,462.50     |
| I                                                              | Average Vehicles & Equipment Acquisition Cost per Unit (from line E)    | \$0.00         |
| J                                                              | Total Average Cost per Dwelling (H plus I)                              | \$8,462.50     |

**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  | 302   | 29.3                       | 8849           |
|                                                                                                                                     | Prior Year Estimate | 508   | 29.3                       | 14884          |
|                                                                                                                                     | Prior Year Actual   | 184   | 29.3                       | 5391           |
| 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

|                                                      |                                                                                                                                                                    |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Advocate for Economically Diverse Rural Neighborhood | Type of organization:<br>Contact Name: Amanda Voyles<br>Phone: 6064645031<br>Email: <a href="mailto:beattyvilleav@att.net">beattyvilleav@att.net</a>               |
| Advocate for Persons with Mental Disabilities        | Type of organization:<br>Contact Name: Phyllis A. Parker<br>Phone: 5555555555<br>Email: <a href="mailto:phyllisparker007@gmail.com">phyllisparker007@gmail.com</a> |
| Advocate for Persons with Physical Disabilities      | Type of organization:<br>Contact Name: David Allgood<br>Phone: 5025896620                                                                                          |

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|                                                 |                                                                                                                                                                                                                                |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| American Electric Power                         | Email: <a href="mailto:dallgood@calky.org">dallgood@calky.org</a><br>Type of organization: Utility<br>Contact Name: Barrett Nolen<br>Phone: 6069291696<br>Email: <a href="mailto:blnolen@aep.com">blnolen@aep.com</a>          |
| Atmos Energy                                    | Type of organization: Utility<br>Contact Name: Brannon Taylor<br>Phone: 8882866700<br>Email: <a href="mailto:brannon.taylor@atmosenergy.com">brannon.taylor@atmosenergy.com</a>                                                |
| Audubon Area Community Services, Inc.           | Type of organization: Non-profit (not a financial institution)<br>Contact Name: Brandon Harley<br>Phone: 2706861600<br>Email: <a href="mailto:bharley@audubon-area.com">bharley@audubon-area.com</a>                           |
| Bell-Whitley Community Action Agency            | Type of organization: Non-profit (not a financial institution)<br>Contact Name: Craig Brock<br>Phone: 6065493933<br>Email: <a href="mailto:cbrock@bellwhitley.com">cbrock@bellwhitley.com</a>                                  |
| Cabinet for Health and Family Services          | Type of organization: Unit of State Government<br>Contact Name: Vickie Bowling<br>Phone: 50256434403683<br>Email: <a href="mailto:vickie.bowling@ky.gov">vickie.bowling@ky.gov</a>                                             |
| Energy and Environment Cabinet                  | Type of organization: Unit of State Government<br>Contact Name: Lona Brewer<br>Phone: 5025643350<br>Email: <a href="mailto:lona.brewer@ky.gov">lona.brewer@ky.gov</a>                                                          |
| Homebuilders                                    | Type of organization:<br>Contact Name: Olivia McKown<br>Phone: 5028755478<br>Email: <a href="mailto:olivia@hbak.com">olivia@hbak.com</a>                                                                                       |
| House of Representatives                        | Type of organization:<br>Contact Name: Jennifer Decker<br>Phone: 5025648100<br>Email: <a href="mailto:jennifer.decker@kylegislature.gov">jennifer.decker@kylegislature.gov</a>                                                 |
| Housing Development Alliance                    | Type of organization: Non-profit (not a financial institution)<br>Contact Name: Scott McReynolds<br>Phone: 6064360497<br>Email: <a href="mailto:scott@housingdevelopmentalliance.org">scott@housingdevelopmentalliance.org</a> |
| Kentucky Association of Counties                | Type of organization:<br>Contact Name: Lonnie Campbell<br>Phone: 8002645226<br>Email: <a href="mailto:lonnie.campbell@kaco.org">lonnie.campbell@kaco.org</a>                                                                   |
| Kentucky Cabinet for Health and Family Services | Type of organization:<br>Contact Name: Tracie Jackson<br>Phone: 5025647042<br>Email: <a href="mailto:tracie.jackson@ky.gov">tracie.jackson@ky.gov</a>                                                                          |
| Kentucky Commission on Human Rights             | Type of organization: Unit of State Government<br>Contact Name: Cynthia Fox<br>Phone: 5025954024<br>Email: <a href="mailto:cedric.irvin@ky.gov">cedric.irvin@ky.gov</a>                                                        |
| Kentucky Department for Local Government        | Type of organization: Unit of State Government<br>Contact Name: Cathy Figlestahler<br>Phone: 5025732382<br>Email: <a href="mailto:Cathy.figlestahler@ky.gov">Cathy.figlestahler@ky.gov</a>                                     |
| Kentucky Department of Education                | Type of organization: Unit of State Government<br>Contact Name: Brian Perry<br>Phone: 5028925164<br>Email: <a href="mailto:brian.perry@education.ky.gov">brian.perry@education.ky.gov</a>                                      |
|                                                 | Type of organization: Unit of State Government                                                                                                                                                                                 |

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|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Kentucky Heritage Council                           | Contact Name: Craig Potts<br>Phone: 5025647005<br>Email: <a href="mailto:craig.potts@ky.gov">craig.potts@ky.gov</a>                                                                               |
| Kentucky Housing Corporation                        | Type of organization:<br>Contact Name: Winston Miller<br>Phone: 5025647630<br>Email: <a href="mailto:wmiller@kyhousing.org">wmiller@kyhousing.org</a>                                             |
| Kentucky League of Cities                           | Type of organization:<br>Contact Name: Michael Coleman<br>Phone: 8595522142<br>Email: <a href="mailto:Mikecitycouncil@gmail.com">Mikecitycouncil@gmail.com</a>                                    |
| Kentucky Transportation Cabinet                     | Type of organization: Unit of State Government<br>Contact Name: Dean Loy<br>Phone: 5025644890<br>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)<br>Contact Name: Logan Hanes<br>Phone: 5022230490<br>Email: <a href="mailto:lhane@kmhi.org">lhane@kmhi.org</a>                     |
| Mortgage Banking Industry                           | Type of organization:<br>Contact Name: Buddy Kittle<br>Phone: 5024174570<br>Email: <a href="mailto:rkittle@stockton.com">rkittle@stockton.com</a>                                                 |
| Office of Housing, Buildings and Construction       | Type of organization: Unit of State Government<br>Contact Name: Benjamin Siegel<br>Phone: 5025730365<br>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)<br>Contact Name: Cassie Hudson<br>Phone: 6065937296<br>Email: <a href="mailto:cassie.hudson@ymail.com">cassie.hudson@ymail.com</a> |
| Public Housing Authorities                          | Type of organization:<br>Contact Name: Mike Turner<br>Phone: 2708645111<br>Email: <a href="mailto:mike.turner@bvilleha.com">mike.turner@bvilleha.com</a>                                          |
| Realtors                                            | Type of organization:<br>Contact Name: Evon Smith<br>Phone: 5029075147<br>Email: <a href="mailto:esmith@onewest.org">esmith@onewest.org</a>                                                       |
| Rental Property Providers                           | Type of organization:<br>Contact Name: Zack Worsham<br>Phone: 8592126699<br>Email: <a href="mailto:zworsham@witerwoodonline.com">zworsham@witerwoodonline.com</a>                                 |
| Resident of Economically Diverse Urban Neighborhood | Type of organization:<br>Contact Name: Ann Anderson<br>Phone: 5024596241<br>Email: <a href="mailto:rha15306@bluegrass.net">rha15306@bluegrass.net</a>                                             |
| Rural Advocate for the Homeless                     | Type of organization:<br>Contact Name: Craig Brock<br>Phone: 6063373044<br>Email: <a href="mailto:cbrock@bellwhitley.com">cbrock@bellwhitley.com</a>                                              |
| Rural Nonprofit Housing Organization                | Type of organization: Non-profit (not a financial institution)<br>Contact Name: Anne Price<br>Phone: 6067966333<br>Email: <a href="mailto:annepshh@windstream.net">annepshh@windstream.net</a>    |
| State Senate                                        | Type of organization:<br>Contact Name: Brandon Smith<br>Phone: 5025648100<br>Email: <a href="mailto:brandon.smith@kylegislature.gov">brandon.smith@kylegislature.gov</a>                          |

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| The Kentucky State Building Trades Council | Type of organization:<br>Contact Name: Brian Slusher<br>Phone: 3178071112<br>Email: <a href="mailto:bslusher@cmrcc.com">bslusher@cmrcc.com</a>                 |
| University of Kentucky                     | Type of organization: Other<br>Contact Name: Christina Espinosa Bard<br>Phone: 8592577225<br>Email: <a href="mailto:ctespinosa@uky.edu">ctespinosa@uky.edu</a> |
| Urban Advocate for the Homeless            | Type of organization:<br>Contact Name: Bev Merrill<br>Phone: 8594318717<br>Email: <a href="mailto:bmerrill@welcomehouseky.org">bmerrill@welcomehouseky.org</a> |
| Urban Nonprofit Housing Organizations      | Type of organization:<br>Contact Name: Michael Gardner<br>Phone: 5025663361<br>Email: <a href="mailto:mgardner@lul.org">mgardner@lul.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 |
| 04/15/2025 | To Be Held                                                           |

**IV.7 Miscellaneous**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <p>Recipient Business Officer<br/>Winston Miller<br/><br/><a href="mailto:wmliller@kyhousing.org">wmliller@kyhousing.org</a><br/><br/>502-564-7630, ext. 299</p> <p>Recipient Principal Investigator<br/>Keli Reynolds<br/><a href="mailto:kreynolds@kyhousing.org">kreynolds@kyhousing.org</a><br/>502 564 7630 ext: 414</p> <p><u>Personnel Expenses</u></p> <p>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).</p> <p><u>Financial Audits</u></p> <p>In accordance with 2 CFR 200.425(a)(2), only those Subgrantees expending more than \$750,000 in total federal funding annually will receive Financial Audits funding identified in the Grantee's SF-424a Budget.</p> <p><u>Vehicles and Equipment</u></p> <p>During Program Year 2022 Period of Performance, KHC worked to improve the condition of Subgrantees' vehicles and equipment. We continued that effort on a small scale in PY2025 but with vehicle replacement/additions being funded through IIJA. We will continue enhancing the weatherization fleet with BIL funding.</p> <p><u>Policy Advisory Committee</u></p> <p>Policy Advisory Committee (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.</p> <p><u>AVERAGE COST PER UNIT (WEATHERIZATION JOBS):</u><br/>Our average cost per unit is based on the DOE average per unit cost.</p> |
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**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)

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

**Conflicts of Interest**

We will add to the application the following:

1. Are you an employee (or weatherization contractor) of the agency? If yes, what is your position?
2. Are you an immediate family member of an employee (or weatherization contractor) or board member of the agency? If yes, who and what position does the person hold? What is the relationship?

All subgrantees should ensure that these two questions are answered.

*Immediate family members are defined as spouse, parent, child, brother, sister, grandparent, grandchild, including steps, and in-laws; and any person cohabitating with a covered person, as well as any immediate family member related by blood, marriage, or adoption, but not distant relations such as cousins, aunts, uncles, who do not reside with the covered person.*

Tier 1

**Subgrantee Employees not described in Tier 2 (Non-Weatherization)** – Subgrantees should follow their internal conflicts-of-interest policies.

Tier 2

**Subgrantee Weatherization Staff (including contractors), Board Members, Executive Director or other leadership or staff positions that oversee the weatherization program or funding, and Immediate Family Members of the either of these groups –** Persons that fall into the Tier 2 category are ineligible to apply for assistance under the weatherization program. Subgrantees may, on a case-by-case basis, submit a request to KHC for a waiver of this requirement. Subgrantees will need to follow the Conflict-of-Interest waiver request process outlined below. Subgrantees should include in the waiver request a plan of how the weatherization employee that is in conflict will not be working on the house.

1. Subgrantee should advertise that the conflict-of-interest waiver will be discussed at a board meeting (can be documented by social media advertisement).
2. Subgrantee should document in board minutes the applicants reviewed for conflict-of-interest. (Board chair should sign the minutes.)
3. Subgrantee's attorney drafts a letter, providing a legal opinion that granting the waiver request would not be in violation of federal, state, or local laws or regulations or Subgrantee's policies.
4. Subgrantees submit conflict of interest waiver requests through the KHC PDMS, attaching the attorney letter, board minutes, and job descriptions.
5. KHC will review the conflict-of-interest waiver request and may approve or deny the request in its sole discretion. KHC will also document the files.

All Conflicts-of-Interest policies will be reviewed by KHC legal to determine reasonableness, and the admin/financial monitors will add this to the monitoring checklist for compliance.

**MAJOR CHANGES TO THIS PLAN:**

DOE F 540.2  
PREVIOUS EDITIONS ARE OBSOLETE

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- Removed inclusivity language and demographic breakdowns.
- Added WA Web approval.
- Added optional budget categories (intake, energy auditors, quality control inspections)
- Increased H&S percentage to 17%

**PUBLIC HEARING RECORDING**

The recording for the KHC public hearing can be found [here](#).