



*****NOTICE OF PUBLIC MEETING*****

STATE OF NEVADA

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF WELFARE AND SUPPORTIVE SERVICES
and
DEPARTMENT OF BUSINESS AND INDUSTRY
HOUSING DIVISION**

**POLICY ADVISORY COUNCIL
AGENDA**

DATE: Thursday, April 25, 2024

TIME: 3:00 pm

PLACE: **Video and Teleconferencing Access** - Persons wishing to participate in the meeting may connect to the meeting through the link or telephone numbers below. Persons wishing to provide public comment during the meeting may use the links below, and at the appropriate time, the Board Chair will call on persons wishing to make public comment:

Microsoft Teams meeting

Join on your computer, mobile app or room device

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[+1 775-321-6111,,220568341#](#) United States, Reno

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TTY Number – (800) 326-6868

Note: Items on this agenda may be taken in a different order than listed. Two or more agenda items may be combined for consideration. An item may be removed from this agenda or discussion relating to an item on this agenda may be delayed at any time.

PAC MEETING

(Action may be taken on those items denoted "For Possible Action")

1. Call to Order and Roll Call
2. Public Comment. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action will be taken. (Because of time considerations, the period for public comment by each speaker is limited to three (3) minutes and speakers are urged to avoid repetition of comments made by previous speakers.)
3. Approval of Minutes from February 1, 2024, meeting (**FOR POSSIBLE ACTION**)
4. Update Policy Advisory Council Bylaws (**FOR POSSIBLE ACTION**)
5. Membership update (**DISCUSSION**)
6. Presentation by H. Gil Peach, PhD regarding SFY 2021 Evaluation: Energy and Weatherization Assistance Programs (**DISCUSSION**)
7. Energy Assistance Program Management Monitoring Summary (**DISCUSSION**)
8. Weatherization Assistance Program Production and Expenditure Summary (**DISCUSSION**)
9. Weatherization Assistance Program DOE State Plan Review (**DISCUSSION**)
10. Next Meeting Date (**DISCUSSION**): Tentative Date for the next meeting is Thursday, August 1, 2024, at 3:00 pm
11. Public Comment. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action will be taken. (Because of time considerations, the period for public comment by each speaker is limited to three (3) minutes and speakers are urged to avoid repetition of comments made by previous speakers.)
12. Adjournment

This notice and agenda have been posted on or before 9:00 a.m. on the third working day prior to the meeting at the following websites:

State of Nevada Public Notice Website at <http://notice.nv.gov>, the Nevada Housing Division website at: <https://housing.nv.gov/Resources/Meetings, Notices, Hearings, Actions Events/> and the Division of Welfare and Social Services website at <https://dwss.nv.gov/Home/Features/Public-Information/>

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Supporting documents for this meeting may be requested by emailing Tamera Saida at tsaida@housing.nv.gov or requesting at (702) 486-4311. The supporting documents are available at either of the Division's offices in Las Vegas or Carson City or on the Division's Internet website. Members of the public may use the remote technology system to hear and observe the meeting by using any of the links above to connect via video conferencing or by telephone. Members of the public will be allowed to provide public comment via video conferencing or telephone at the indicated agenda items.

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MINUTES
POLICY ADVISORY COUNCIL
February 1, 2024

Call to Order and Roll Call

The Policy Advisory Council (PAC) meeting was called to order at 3:00 p.m. by Chair, Jeanne Stoneman, via Microsoft Teams video and audio conferencing. Jeanne Stoneman called roll and announced a quorum of six out of seven members present.

Council Members Present

Jeanne Stoneman, Chair
Vice Chair - Dr. Mae Worthey-Thomas, NHD Representative
Chris Mohr, At-Large Representative
Jessica Mahon, Subgrantee Representative
Angelia Haskett, DWSS Representative
Bob Cooper, At- Large representative

Council Members Absent

Makana Bennings-Tookes, Utility Representative

Division of Welfare and Supportive Services (DWSS) Staff Members Present

Maria Wortman-Meshberger, Chief of Employment and Support Services
Betsy Ransdell, Social Services Specialist

Nevada Housing Division (NHD) Staff Members Present

Steven Aichroth, NHD Administrator
Tamera Saida, Weatherization
Mari Herrera, Weatherization
Colleen Platt, Platt Law Group, NHD Legal Counsel

Others Present

Jennifer Rose, NV Energy
H. Gil Peach, Ph.D., H. Gil Peach & Associates
Mark Gonzalez
Alex Lynch, HELP of Southern Nevada
Keibi Mejia
Chelsea Heath

Public Comment

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Jeanne Stoneman opened the meeting for public comment. There were no public comments.

Approval of Minutes

Jeanne Stoneman asked if there were any comments or changes to the meeting minutes from the last meeting, which was held on November 15, 2023. There were no requests for changes to the meeting minutes. Dr. Worthey Thomas made a motion to approve the minutes with no changes. Chris Mohr seconded the motion to approve the minutes. The motion was passed with a vote of 6 – 0.

Update PAC Bylaws.

Tamera Saida stated that in the last WX DOE monitoring NHD was told that when someone is on the council who is directly related to the weatherization program especially an oversight position that this person should not vote on weatherization issues. Tamera stated that the DOE would like the bylaws to be amended in the membership section. Tamera stated that she had drafted a proposal the DOE would approve of and once amended would be posted in the DOE database. The item states, "If the NHD member of the council is employed in the state weatherization program, said member must abstain from approving or voting on matters that are directly related to the weatherization program." Colleen Platt asked if it was because Dr. Worthy Thomas is the one appointed and she oversees the weatherization program to which Tamera responded was correct. Colleen asked if there were currently seven members on the committee and if Tamera knew if the DOE had a minimum number of members required. Tamera stated that is a minimum number of seven and one must be from the Nevada Housing Division. Dr. Mae Worthey Thomas asked if it was because she is in a supervisory capacity or if it was anybody from the division with weatherization? Tamera read 10 CFR 44017 which states, "any person employed in any state weatherization program may be a member of an existing commission or council but must abstain from reviewing and approving activities associated with weatherization." To this Dr. Worthey Thomas responded that it would be everyone and Colleen Platt agreed. Tamera said that it was for those employed by state weatherization program to her understanding that was herself, Mari Herrera, the inspector, and Dr. Mae Worthey Thomas. Chair, Jeanne Stoneman stated she also works on pre-weatherization and Weatherization with the Department of Energy. Colleen looked through the CFR and said that it didn't say that someone from the division is required to be in and Dr. Worthey Thomas stated that is in the bylaws and Colleen said the CFR doesn't require a minimum number of members. Colleen Platts suggested we revise the bylaws to say we can have 7 members from various communities and the division member would still be on but they wouldn't have voting ability however they could still provide guidance and suggestions. Everyone agreed. Dr. Mae Worthey Thomas suggested we take this

as a time to look at the bylaws since they were last updated in 2017. Jessica Mahon asked if she could have a chance to see them and read through so she could contribute more once reviewed. Chair, Jeanne Stoneman stated the discussion would be tabled until the next meeting.

Membership Update

Tamera Saida said the membership update was included in this meeting's agenda just in case there would be a decision to change members based on the bylaws however she does have someone in mind that can be added on and in the meantime she will check all the member's expiration dates because she believes a couple people are coming up for renewal. Given that Agenda item number 4 was tabled for next meeting the membership update was tabled as well.

Energy Assistance Program Management Monitoring Summary

Maria Wortman-Meshberger shared her expenditure spreadsheet via screenshare. Maria stated that in the month of December, the Energy Assistance program received 1,519 applications, which was 24% less than the amount received at this time last year. They did have an additional 387 "missing decisions" meaning they had previously applied and now have reapplied for the program and are now in the pending count of applications. In December, the number of applications that were processed was 2,889 applications, which is more than what came in. 1401 of those were determined to be eligible. The average time to process a case approved in the month of December was 142 days. The average energy burden for December was 3.14%, while the current energy burden is 2.63%. The total amount of funds expended for this program in the month of September for regular benefits was \$1,328,071 with a year-to-date average benefit of \$948. In the month of December, \$168,586, was expended on arrears, which was an average benefit of \$733. Overall, in the month of December, the Energy Assistance Program expended \$1,496,657 for benefits, which includes both regular benefits and arrearage benefits, with the year-to-date average benefit of \$1,068 per household. Maria asked if there were any questions, Bob Cooper mentioned that the state processing time is somewhat higher, and the number of applications had gone down during the fall and asked if Maria had any thoughts on that. Maria stated that they had about 11,000 applications pending from previous months that they are still working on catching up on. Bob Cooper said his biggest concern is the decreased overall applications if for some reason people are not applying or not hearing about the program. Maria said they had not analyzed the numbers like that yet. However, in the last couple of years the numbers have been higher as far as applications go but she would say the outreach for the program could definitely be expanded and improved on. Bob Cooper agreed saying that because of the increased funding that has occurred over the last couple of years he is concerned all the funding may not be used before the fiscal year ends. Maria stated the numbers are currently being finalized to determine whether they have fully expended or obligated those amounts. Bob Cooper suggested to Madam Chair to possibly add an outreach discussion to next meeting's agenda. Chair, Jeanne Stoneman agreed and stated that there is some research about that she might be able to share at the next PAC meeting.

Weatherization Assistance Program Production and Expenditure Summary

Tamera Saida gave expenditure reports for the DOE 23 carryover, DOE 24, FEAC 24, BIL 24, HTF 23, HTF24, HEROS 24, LIHEAP 23, and LIHEAP Supplemental fund for the Weatherization program ending in the second quarter of the state fiscal year, which is December of 2023. Tamera Saida stated that the DOE 23 carryover must stay on the reports because of the readiness funds since readiness can't be modified in the budget to any other category. Tamera stated that the 7.1% expend on the current report is only for this fiscal year and doesn't account for what was spent in 2023. For DOE 2023 carryover they have spent \$85,731.00 with \$71,550 going toward program ops. The Average cost per unit is \$6,504. The DOE 24 has \$131,531 spent with \$92,381 going towards program ops and their ACPU sis \$9,238 which is a little above the CAP of \$8250. The FEAC fund has expended \$776,693.00 with \$641,275.00 going toward program operations. This shows that the program has expended 23% of the total funding for the fiscal year and Tamera stated they were doing well on their average cost per unit which is currently \$8,906. For the BIL program, Tamera said they are getting a slow start since the program technically began July 1,2022 but for various reasons contracts didn't go out until August of 2023. BIL has spent \$232,231 with \$74,108 going toward program ops and the average cost per unit being \$9,263.00. The LIHEAP 23 award has \$317,367 with \$309,326 on program ops with an average cost per unit of \$7,364 as of September 2023. The LIHEAP supplemental fund had spent \$176,118 with \$173,632 going toward program operations which puts them at a 56% expenditure rate as of December 2023. The LIHEAP (C) Spent \$93,058 with \$77,197 going toward program operations. The LIHEAP (D) will expire on September 30th, 2024, and they've used 58% of it spending \$88,356 with \$75,621 going toward program ops and their average cost per unit being \$10,803.00. On the HEROS fund they've expended \$202,316 with \$168,216 going to program operations that is an expenditure rate of 29%, The average cost per unit is \$6,230. THE HTF 23 has spent \$259,313 with \$165,205 going toward program ops with an average cost per unit at \$4,236.00 Tamera stated most of the subgrantees are almost finished expending this funding source. On the HTF 24 they have spent \$71,449 with \$64,307 going toward program operations and an average cost per unit of \$3,782. Tamera asked if there were any questions and Bob Cooper said it sounded like some of the labor shortage issues were getting worked through with more workers. Tamera agreed saying several subgrantees have increased their staff as well as their contractor base as well. She mentioned two subgrantees recently added a new contractor to be able to do more jobs. Jeanne Stoneman asked if there were any additional questions and there were none.

Next Meeting

Jeanne Stoneman opened for discussion for next meeting although she did state there was a tentative meeting date scheduled for Thursday, April 25th. 2024 at 3:00 p.m. No comments or objections.

Public Comment

Jeanne Stoneman asked for any public comment, Dr. Peach said he was currently at the Midwest Energy Efficiency Association and that there is a lot of federal money becoming available and he wanted to relay that information. He also said that Pennsylvania, Washington State, and Michigan have been running tests for the homes that usually have to be walked away from and are trying to complete them with different pools of money and they are finding the average cost per unit to be between \$30,000 and

\$50,000 and in the past they get left behind because it costs too much to rehab them before you can do weatherization. Chair, Jeanne Stoneman said that the Governor's office of Energy has two different funding streams for the homes that need pre-weatherization. The first is going to be set up internally with the bill to make sure we are helping people who are the most in need of assistance. In addition to that program, they are working with the EPA department of environmental protection on the CPRG grant, which is the climate pollution reduction grant and pre-weatherization measures are also being given a substantial chunk of money for assistance from that funding stream as well.

Adjournment

The Policy Advisory Council meeting was adjourned at 3:41 p.m.

Respectfully submitted by:

Mari Herrera

Grants and Projects Analyst

DRAFT

Department of Health and Human Services
Division of Welfare and Supportive Services



Department of Business and Industry



Policy Advisory Council
By-Laws

Section 1. Creation

The Policy Advisory Council was initially created pursuant to 10 C.F.R. 440.17,. The Policy Advisory Council responsibilities have been expanded to include activities pursuant to Nevada Revised Statutes and Nevada Administrative Code, Chapter 702.

Section 2. Purpose

The purpose of the Policy Advisory Council is to advise and assist the Division of Welfare and Supportive Services and the Nevada Housing Division with respect to the development and implementation of the Energy Assistance Program and the Weatherization Assistance Program. The Policy Advisory Council is to solicit advice from the Division of Welfare and Supportive Services, Energy Assistance Program and other knowledgeable persons in coordination with the Nevada Housing Division, Weatherization Assistance Program.

Section 3. Staff

1. The Division of Welfare and Supportive Services and the Nevada Housing Division, program personnel shall be staff to the Policy Advisory Council, and as such shall assist the Policy Advisory Council plan its meetings, compile summary minutes, keep the Policy Advisory Council informed of the state's Energy Assistance Program and Weatherization Assistance Program and generally assist the council to keep informed on matters material to the council's business.
2. Policy Advisory Council may request staff assistance for research and other special projects subject to each Division's administrative approval.

Section 4. Members

1. Numbers: There shall be eight (8) members of the Policy Advisory Council set forth as follows:
 - a) Seven (7) voting members; and
 - b) One (1) ex officio, non-voting member.
2. Council Makeup: The Policy Advisory Council will include at least one representative of each of the following groups:
 - a) One member who represents a utility company.
 - b) One member who represents a subgrantee.
 - c) Four At Large members, who, when possible, not less than one member must be from an energy/weatherization consumer group.
 - d) One member who is an employee of Energy Assistance Program of the Department of Health and Human Services.
3. Terms: Terms of such members shall be three years. However, initial terms shall be shortened or lengthened to provide staggered terms of the membership. A member can serve for up to two consecutive terms

Section 5. Selection of Policy Advisory Council Members

1. Qualifications: Members should have experience working with low income individuals and familiarity with energy assistance and/or weatherization principles.
2. Selection Process: The Administrator of the Nevada Housing Division will select persons to fill unexpired terms and expired terms alike based on the requirements of 10 C.F.R. 440.17
3. Termination: Members may be removed as members after two consecutive unexcused absences.

Section 6. Powers and Responsibilities

1. The Policy Advisory Council shall advise and make recommendations to the Division of Welfare and Supportive Services and the Nevada Housing Division on matters such as program policy, funding opportunities, allocation and distribution of funds and Subgrantee selection.
2. The Policy Advisory Council may explore the development and betterment of the state Energy Assistance Program and the Weatherization Assistance Program.
3. The Policy Advisory Council may involve itself in other matters relevant to Nevada's Energy Assistance Program and the Weatherization Assistance Program.
4. The Policy Advisory Council may respond to potential challenges of using Energy Assistance Program and/or Weatherization Assistance Program funding for other purposes.

Section 7. Meetings

1. Number of meetings per year: There shall be at least two in person meetings per year, which may include video conferencing.
2. Phone Meetings: The Policy Advisory Council may meet by phone so long as such meetings are done in compliance with the state's open meeting laws set forth in NRS 241.01 et. Seq.
3. Quorum: A simple majority of members including those slots for which vacancies exist shall constitute a quorum for the Policy Advisory Council.

Section 8. Open Meeting Law

1. All meetings, proceedings and actions shall be conducted in accordance with the Nevada Open Meeting Law as set forth in Nevada Revised Statutes, Chapter 241.
2. The public notice announcing a Policy Advisory Council meeting shall adhere to the Nevada Open Meeting Law also set forth in Nevada Revised Statutes, Chapter 241.

Section 9. Parliamentary Authority

1. As a general practice, all proceedings and actions shall be conducted using an informal and simplified version of parliamentary procedures. Robert's Rules of Order may be referenced for the efficient operation of Board and committee meetings.

Section 10. Minutes

1. The Policy Advisory Council through staff shall maintain written minutes of any meeting. Reports, records and minutes are open to the public.

Section 11. Officers

1. Selection of Officers:

- a) Selection of Officers will occur when the two-year term of an Officer has expired or when a vacancy occurs.
- b) Nomination process for chairperson
 - I. The current chairperson will request nomination of candidates for the office from the floor at the meeting in which the selection of officers is made.
 - II. If only one person is nominated, and assuming the nominee consents to serving as the chairperson, the current chairperson will proceed to taking a vote on the nomination and declare the nominee elected by a majority vote of members present.
 - III. If more than one person is nominated, the chairperson will offer each candidate time to describe why the candidate should be chair and shall seek a motion to elect a candidate for chairperson and proceed to taking a vote on the motion and declare the nominee elected by a majority vote of members present.
 - IV. The term of the previous chairperson immediately expires and the newly elected chairperson immediately assumes the office.
- c) Nomination process for vice-chairperson
 - I. The chairperson conducts the nomination process for office of vice-chairperson using the same process as detailed in Section 11 (1)(b)(I)-(III).
 - II. The term of the previous vice-person immediately expires and the newly elected vice-chairperson immediately assumes office.

2. Terms: Terms of officers will be two years.

3. Responsibilities

a. Chairperson:

- Schedule meetings
- Finalize agenda in conjunction with staff
- Conduct meetings

- Ensure the agenda is followed.
 - The Chairperson or their designee to speak on behalf of the Policy Advisory Council at other forums when appropriate and with the approval of the Policy Advisory Council.
- b. Vice Chairperson: To assume the responsibilities of the chairperson whenever the chairperson is unable to perform his or her duties.
 - c. If the Chairperson and/or Vice Chairperson are not present all above duties and responsibilities are to be carried out by the Division of Welfare and Supportive Services and/or the Nevada Housing Division staff as may be applicable.
4. Vacancies: When an officer vacancy occurs at a time different than the regularly scheduled time to select officers, such vacancy shall be filled at the next scheduled meeting after the vacancy becomes noted. Such notification may be made at times other than at the time of a scheduled meeting.

Section 12. Committees

The Policy Advisory Council may establish subcommittees to study issues or make recommendations to the full Policy Advisory Council whenever the Policy Advisory Council decides that it is in the best interest of the Policy Advisory Council to do so. Subcommittee meetings are subject to Nevada's Open Meeting Law.

Section 13. Amendments to Bylaws

The Bylaws of the Policy Advisory Council may be altered, amended or repealed at any time by a vote of the majority of the membership of the council at a meeting regularly held, called and noticed or by unanimous written consent of all of the members of the council.

Section 14. Voting

1. Motions shall be carried based upon a simple majority of members present at the meeting.
2. If a Policy Advisory Council member is unable to attend in person they may participate via videoconference or teleconference and vote. Their vote will be included along with those in attendance.

Section 15. Proxy Voting

Policy Advisory Council members shall inform the chair or staff at least twenty-four (24) hours in advance of an anticipated absence at a meeting. An absent committee member may send a representative in his/her place and must provide that person with a written proxy to enable the substitute person to vote on the member's behalf.

Section 16. Adjourning Meetings

The chair may adjourn the Policy Advisory Council meeting without a motion.

Section 17. Public Comment

Public comment is to be limited to 3 minutes per participant.

**ENERGY ASSISTANCE PROGRAM
MANAGEMENT MONITORING SUMMARY
Year-To-Date SFY 2024**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	YTD AVERAGE	YTD TOTAL
CASE PROCESSING															
UNPROCESSED APPLICATIONS** <i>(Carry Forward from Prior Months)</i>	8,619	10,766	11,375	12,467	12,345	11,124	10,141	9,527	8,577					10,549	
APPLICATIONS*** <i>(Received in Current Month)</i>	2,645	3,063	2,393	2,236	1,737	1,519	1,878	2,068	1,813					2,150	19,352
Missing Decisions ****	408	223	213	224	320	387	476	587	406						3,244
% Change-Same Month/Prior Year	-4%	-2%	-10%	-5%	-26%	-24%	-22%	-15%	-37%	-100%	-100%	-100%			
<i>(New Applications Projected)*</i>	3,285	3,512	3,091	2,927	2,720	2,619	2,967	2,757	2,970	2,637	2,654	2,792		2,911	34,931
CASE DECISIONS <i>(Made in the Current Month)</i>															
<i>(Case Decisions Projected)</i>	1,120	3,542	3,080	3,234	2,926	3,080	3,234	3,080	3,234	3,388	3,388	3,080	1,694	3,032	38,080
Filled Caseworker Positions (Avg)	22	22	22	20	20	20	20	20	20					21	
Applications Approved	257	1,108	993	1,164	1,619	1,401	1,326	1,244	1,538						10,650
Applications Denied	649	1,569	1,655	1,946	1,659	1,488	1,642	2,361	1,575						14,544
UNPROCESSED APPLICATIONS <i>(Remaining at the End of the Month)</i>	10,766	11,375	12,467	12,345	11,124	10,141	9,527	8,577	7,683						
Average Days to Process a Case	90	94	113	124	129	142	139	112	108						
Energy Burden of Assisted HHs	4.45%	3.97%	4.30%	3.37%	3.32%	3.14%	3.52%	3.58%	3.83%					3.72%	
FIXED ANNUAL CREDIT (FAC) <i>ANNUAL BENEFIT</i>															
FAC BENEFITS PAID	\$280,741	\$1,218,381	\$1,075,948	\$1,168,463	\$4,114,382	\$1,328,071	\$1,328,254	\$1,286,375	\$1,682,516					\$1,498,126	\$13,483,131
<i>Universal Energy Credit (UEC)</i>	\$6,005	\$19,755	\$18,789	\$23,566	\$32,157	\$27,881	\$21,867	\$21,277	\$28,759						\$200,046
<i>Low Income Home Energy Assistance (LIHEA)</i>	\$274,736	\$1,198,626	\$1,057,159	\$1,144,907	\$4,082,225	\$1,300,190	\$1,306,387	\$1,265,098	\$1,653,757						\$13,283,085
AVERAGE FAC BENEFIT	\$1,092	\$1,100	\$1,084	\$1,004	\$2,541	\$948	\$1,002	\$1,034	\$1,094					\$1,211	\$1,266
UEC Funds Expended	0.06%	0.21%	0.20%	0.25%	0.34%	0.29%	0.23%	0.22%	0.30%	0.00%	0.00%	0.00%	0.00%	2.09%	
ARREARAGE (ARR) PAYMENTS <i>ONCE IN A LIFETIME</i>															
CASE DECISIONS-CURRENT MONTH	51	271	258	232	259	230	248	296	325					241	2,170
<i>Applications Approved</i>	51	271	258	232	259	230	242	290	317					239	2,150
<i>Applications Denied</i>	0	0	0	0	0	0	6	6	8					2	20
ARREARAGES PAID	\$29,140	\$169,051	\$154,541	\$158,742	\$150,895	\$168,586	\$161,079	\$180,487	\$246,008					\$157,614	1,418,529
<i>Universal Energy Credit (UEC)</i>	\$28,425	\$168,588	\$153,583	\$157,869	\$150,106	\$167,520	\$158,652	\$179,801	\$244,478					\$156,558	1,409,022
<i>Low Income Home Energy Assistance (LIHEA)</i>	\$715	\$463	\$958	\$873	\$789	\$1,066	\$2,427	\$686	\$1,530					\$1,056	9,507
AVERAGE ARREARAGE PAYMENT	\$571	\$624	\$599	\$684	\$583	\$733	\$666	\$622	\$776					\$651	\$660
TOTAL BENEFITS (FAC + ARR)															
TOTAL BENEFITS PAID	\$309,881	\$1,387,432	\$1,230,489	\$1,327,205	\$4,265,277	\$1,496,657	\$1,489,333	\$1,466,862	\$1,928,524					\$1,655,740	\$14,901,660
<i>Universal Energy Credit (UEC)</i>	\$34,430	\$188,343	\$172,372	\$181,425	\$182,263	\$195,401	\$180,519	\$201,078	\$273,237					\$178,785	\$1,609,068
<i>Low Income Home Energy Assistance (LIHEA)</i>	\$275,451	\$1,199,089	\$1,058,117	\$1,145,780	\$4,083,014	\$1,301,256	\$1,308,814	\$1,265,784	\$1,655,287					\$1,476,955	\$13,292,592
AVERAGE TOTAL BENEFIT	\$1,206	\$1,252	\$1,239	\$1,140	\$2,635	\$1,068	\$1,123	\$1,179	\$1,254					\$1,344	\$1,399

*B&S Projections as of Aug 2, 2023

** Applications with a date prior to July 1st for the month of July only.

***Does not include carryover of 8619 from FY23.

****Missing Decisions are applications that have previously had a decision on them and a subsequent application has been received.

Average Monthly Benefit

Actual Average Benefit per client

SFY 2024 Year to Date Production and Expenditures by Subgrantee through March 2024

DOE-23 Carryover	Grant Amount	Carryover Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures	Avg Cost Per Unit	Units Completed by Funding	Program Goal	Percentage of Goal	ACPU	Difference (under)/over
CSA	\$ 185,173.00	\$ 82,015.38	\$ 9,743.15	11.9%	\$ 5,126.34	\$ 1,281.59	4	12	33%	8009	(6,727.42)
HELP	\$ 508,812.00	\$ 91,665.99	\$ 32,621.07	35.6%	\$ 27,421.38	\$ -	0	32	0%	8009	-
NRHA	\$ 101,469.00	\$ 8,795.03	\$ 1,266.53	14.4%	\$ 302.76	\$ 151.38	2	FALSE	#DIV/0!	8009	(7,857.62)
NRHA - Las Vegas	\$ 260,013.00	\$ 33,383.25	\$ 20,323.18	60.9%	\$ 19,726.32	\$ -	0	17	0%	8009	-
RNDC	\$ 201,469.00	\$ 40,064.42	\$ 31,520.42	78.7%	\$ 24,100.31	\$ 4,820.06	5	14	36%	8009	(3,188.94)
TOTALS	\$ 1,256,936.00		\$ 95,474.35	7.6%	\$ 76,677.11	\$ 6,970.65	11	75	15%	8009	(1,038.35)

DOE - 24	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31, 2024	Avg Cost Per Unit	Units Completed by Funding Source	Yearly Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	\$ 251,152.00	\$ 35,223.42	14.0%	\$ 30,754.85	\$ 15,377.43	2	13	15%	8009	7,368.43
HELP	\$ 596,014.00	\$ 192,876.94	32.4%	\$ 116,507.42	\$ 9,708.95	12	35	34%	8009	1,699.95
NRHA	\$ 129,628.00	\$ 32,024.06	24.7%	\$ 20,815.90	\$ 10,407.95	2	6	33%	8009	2,398.95
NRHA - Las Vegas	\$ 297,256.00	\$ 114,399.14	38.5%	\$ 89,254.81	\$ 17,850.96	5	19	26%	8009	9,841.96
RNDC	\$ 216,002.00	\$ 98,344.73	45.5%	\$ 64,556.75	\$ -	0	14	0%	8009	-
Reserve-New Subs	\$ -	\$ -	0.0%	\$ -	\$ -	0	0	0%	8009	-
TOTALS	\$ 1,490,052.00	\$ 472,868.29	31.7%	\$ 321,889.73	\$ 15,328.08	21	87	24%	8009	7,319.08

FEAC	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31, 2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	\$ 513,449.00	\$ 224,520.76	43.73%	\$ 194,107.94	\$ 32,351.32	6	48	13%	8009	24,342.32
HELP	\$ 1,690,036.00	\$ 955,135.48	56.52%	\$ 784,669.16	\$ 14,530.91	54	161	34%	8009	6,521.91
NRHA	\$ 265,006.00	\$ 157,536.47	59.45%	\$ 115,556.64	\$ 19,259.44	6	25	24%	8009	11,250.44
NRHA - Las Vegas	\$ 679,078.00	\$ 266,742.24	39.28%	\$ 198,706.64	\$ 10,458.24	19	64	30%	8009	2,449.24
RNDC	\$ 165,006.00	\$ 35,913.32	21.76%	\$ 27,553.55	\$ 9,184.52	3	15	20%	8009	1,175.52
Reserve-New Subs	\$ -	\$ -	0.00%	\$ -	\$ -	0	0	0%	8009	-
TOTALS	\$ 3,312,575.00	\$ 1,639,848.27	50%	\$ 1,320,593.93	\$ 15,006.75	88	313	28%	8009	6,997.75

BIL 2024	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	\$ 442,735.00	\$ 12,042.74	2.72%	\$ 8,464.47	\$ 8,464.47	1	32	3%	7669	795.47
HELP	\$ 1,444,444.00	\$ 254,556.56	17.62%	\$ 120,527.08	\$ 8,035.14	15	106	14%	7669	366.14
NRHA	\$ 337,322.00	\$ 138,087.75	40.94%	\$ 71,885.63	\$ 8,985.70	8	25	32%	7669	1,316.70
NRHA - Las Vegas	\$ 843,305.00	\$ 59,687.62	7.08%	\$ 5,708.53	\$ 570.85	10	62	16%	7669	(7,098.15)
RNDC	\$ 537,322.00	\$ 94,064.82	17.51%	\$ 41,952.91	\$ 4,195.29	10	39	26%	7669	(3,473.71)
TOTAL	\$ 3,605,128.00	\$ 558,439.49	15%	\$ 248,538.62	\$ 5,648.61	44	264	17%	7669	(2,020.40)
LIHEAP 2023	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	73,381.00	\$ -	0.00%	\$ -	\$ -		8	0%	7669	-
HELP	272,557.00	\$ -	0.00%	\$ -	\$ -	0	30	0%	7669	-
NRHA	55,910.00	\$ -	0.00%	\$ -	\$ -	0	5	0%	7669	-
NRHA - Las Vegas	139,773.00	\$ -	0.00%	\$ -	\$ -	0	14	0%	7669	-
RNDC	55,909.00	\$ -	0.00%	\$ -	\$ -	0	9	0%	7669	-
TOTAL	\$ 597,530.00	\$ -	0%	\$ -	#DIV/0!	0	66	0%	7669	-
LIHEAP Supplemental(b)	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	85,385.00	\$ 32,374.21	37.92%	\$ 25,626.42	\$ -	0	4	0%	7669	-
HELP	120,000.00	\$ -	0.00%	\$ -	\$ -	0	14	0%	7669	-
NRHA	40,070.00	\$ 13,249.95	33.07%	\$ 11,925.07	\$ -	0	3	0%	7669	-
NRHA - Las Vegas	110,999.00	\$ -	0.00%	\$ -	\$ -	0	7	0%	7669	-
RNDC	194,420.00	\$ -	0.00%	\$ -	\$ -	0	3	0%	7669	-
TOTAL	\$ 550,874.00	\$ 45,624.16	8%	\$ 37,551.49	#DIV/0!	0	31	0%	7669	-

HEROS	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date	ACPU	Difference (under)/over
CSA	\$ 109,275.00	\$ 54,221.84	49.62%	\$ 45,300.14	\$ 4,118.19	11	14	79%	6000	(1,881.81)
HELP	\$ 331,400.00	\$ 150,563.55	45.43%	\$ 133,308.54	\$ 5,332.34	25	43	58%	6000	(667.66)
NRHA	\$ 56,400.00	\$ 50,204.52	89.02%	\$ 45,184.51	\$ 7,530.75	6	7	86%	6000	1,530.75
NRHA - Las Vegas	\$ 151,525.00	\$ 100,187.91	66.12%	\$ 90,170.03	\$ 8,197.28	11	19	58%	6000	2,197.28
RNDC	\$ 56,400.00	\$ 17,645.97	31.29%	\$ 15,551.16	\$ 3,110.23	5	7	71%	6000	(2,889.77)
TOTAL	\$ 705,000.00	\$ 372,823.79	53%	\$ 329,514.38	\$ 5,681.28	58	90	64%	6000	(318.72)

AAHTF-23, Yr. 2	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date
CSA	\$ -	\$ -	0.00%	\$ -	\$ -	1	0	#DIV/0!
HELP	\$ 144,000.00	\$ 92,429.00	64.19%	\$ 83,480.16	\$ 27,826.72	3	0	#DIV/0!
NRHA	\$ 24,000.00	\$ 23,999.09	100.00%	\$ 21,599.09	\$ 21,599.09	1	0	#DIV/0!
NRHA - Las Vegas	\$ 61,500.00	\$ 1.99	0.00%	\$ -	\$ -	0	0	0%
RNDC	\$ 70,500.00	\$ -	0.00%	\$ -	\$ -	0	0	0%
TOTAL	\$ 300,000.00	\$ 116,430.08	39%	\$ 105,079.25	\$ 21,015.85	5	0	#DIV/0!

AAHTF-24, Yr. 1	Grant Amount	Expenditures through March 31, 2024	Percentage of Funds Expended	Program Operations Expenditures through March 31,2024	Avg Cost Per Unit	Units Completed by Funding Source	Program Goal	Percentage of Goal Completed to Date
CSA	\$ 46,500.00	\$ 46,500.00	100.00%	\$ 41,913.26	\$ 13,971.09	3	0	#DIV/0!
HELP	\$ 144,000.00	\$ 72,044.20	50.03%	\$ 64,840.43	\$ 3,412.65	19	32	59%
NRHA	\$ 24,000.00	\$ 20,096.25	83.73%	\$ 18,086.80	\$ 6,028.93	3	5	60%
NRHA - Las Vegas	\$ 61,500.00	\$ 25,146.67	40.89%	\$ 22,632.78	\$ 7,544.26	3	14	21%
RNDC	\$ 70,500.00	\$ -	0.00%	\$ -	\$ -	0	16	0%
TOTAL	\$ 346,500.00	\$ 163,787.12	47%	\$ 147,473.27	\$ 5,266.90	28	67	42%

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

12/13/2021

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

DE-EE0009915

State Use Only:

6. Date Received by State:

12/31/2022

7. State Application Identifier:

EE0009915

8. APPLICANT INFORMATION:

a. Legal Name:

State of Nevada

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

886000022

c. UEI:

JEMHZVYHB3N1

d. Address:

Street 1: 1830 College Parkway, Suite 200

Street 2:

City: Carson City

County: CARSON CITY

State: NV

Province:

Country: U.S.A.

Zip / Postal Code: 897060000

e. Organizational Unit:

Department Name:

Business and Industry

Division Name:

Nevada Housing Division

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

Prefix: First Name: Tamera

Middle Name:

Last Name: Saida

Suffix:

Title:

Organizational Affiliation: Nevada Housing Division

Telephone Number: 7024864311

Fax Number:

Email: tsaida@housing.nv.gov

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

9. Type of Applicant:

A State Government

10. Name of Federal Agency:

U. S. Department of Energy

11. Catalog of Federal Domestic Assistance Number:

81.042

CFDA Title:

Weatherization Assistance Program

12. Funding Opportunity Number:

DE-WAP-0002024

Title:

2024 Weatherization Assistance Program (WAP)

13. Competition Identification Number:

Title:

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

Statewide

15. Descriptive Title of Applicant's Project:

Nevada's Low Income Weatherization Assistance Program - Formula Grant

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

16. Congressional District Of:

a. Applicant: Nevada Congressional District 02

b. Program/Project: NV-Statewide

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

17. Proposed Project:

a. Start Date: 07/01/2024

b. End Date: 06/30/2025

18. Estimated Funding (\$):

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

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

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

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

No

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

 I AGREE

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

Authorized Representative:

Prefix: Mr First Name: Steve

Middle Name:

Last Name: Aichroth

Suffix:

Title: Administrator

Telephone Number: 7756872246

Fax Number: 7756874040

Email: saichroth@housing.nv.gov

Signature of Authorized Representative:

Date Signed:

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009915		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Nevada 1830 College Parkway, Suite 200 Carson City, NV 897060000		4. Program/Project Start Date 07/01/2024	5. Completion Date 06/30/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Federal	81.042	\$ 230,000.00		\$ 1,665,130.00		\$ 1,895,130.00
2.						
3.						
4.						
5. TOTAL		\$ 230,000.00	\$ 0.00	\$ 1,665,130.00	\$ 0.00	\$ 1,895,130.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRATI ON	(2) GRANTEE T&TA	(3) SUBGRANTEE ADMINISTRATI ON	(4) SUBGRANTEE T&TA	
a. Personnel	\$ 35,146.00	\$ 13,553.00	\$ 0.00	\$ 0.00	\$ 48,699.00
b. Fringe Benefits	\$ 14,170.00	\$ 5,644.00	\$ 0.00	\$ 0.00	\$ 19,814.00
c. Travel	\$ 0.00	\$ 32,300.00	\$ 0.00	\$ 0.00	\$ 32,300.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 12,061.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,061.00
f. Contract	\$ 24,499.00	\$ 81,161.00	\$ 135,866.00	\$ 179,686.00	\$ 1,725,998.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 56,258.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 56,258.00
i. Total Direct Charges	\$ 142,134.00	\$ 132,658.00	\$ 135,866.00	\$ 179,686.00	\$ 1,895,130.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
k. Totals	\$ 142,134.00	\$ 132,658.00	\$ 135,866.00	\$ 179,686.00	\$ 1,895,130.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009915		2. Program/Project Title Weatherization Assistance Program	
3. Name and Address State of Nevada 1830 College Parkway, Suite 200 Carson City, NV 897060000		4. Program/Project Start Date 07/01/2024	5. Completion Date 06/30/2025

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTAL		\$ 230,000.00	\$ 0.00	\$ 1,665,130.00	\$ 0.00	\$ 1,895,130.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) PROGRAM OPERATIONS	(2) HEALTH AND SAFETY	(3) LIABILITY INSURANCE	(4) Weatherization Readiness	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 48,699.00
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,814.00
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 32,300.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,061.00
f. Contract	\$ 771,218.00	\$ 252,712.00	\$ 19,185.00	\$ 261,671.00	\$ 1,725,998.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 56,258.00
i. Total Direct Charges	\$ 771,218.00	\$ 252,712.00	\$ 19,185.00	\$ 261,671.00	\$ 1,895,130.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
k. Totals	\$ 771,218.00	\$ 252,712.00	\$ 19,185.00	\$ 261,671.00	\$ 1,895,130.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

U.S. DEPARTMENT OF ENERGY



BUDGET JUSTIFICATION FOR FORMULA GRANTS

Applicant: State of Nevada
Award number: EE0009915

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

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

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

<u>Position</u>	<u>Description of Duties of Professionals</u>
Program Supervisor	This position is responsible for the overall management of the state's program including; developing program policy and procedures, developing budgets, awarding Sub-grantee funds, negotiating independent contracts, ensures compliance with state/federal rules and regulations, supervising other NHD Weatherization staff, review Sub-grantee performance and financial oversight. All Salaries and fringe for DOE are based on 12% of the total budget. The other 88% for staff and fringe are paid by the FEAC Program (76%), the HEROS Program (7%) and the LIHEAP Program (5%).
Compliance Auditor/Training and Technical Assistance Coordinator	This position is responsible for providing field and classroom training to all of the program's sub-grantees and their contractors. The position is also responsible for updating the training manuals. Also performs on-site field monitoring and works with sub-grantee staff on methods to improve quality and effectiveness in the field. All Salaries and fringe for DOE are based on 12% of the total budget. The other 88% for staff and fringe are paid by the FEAC Program (76%), the HEROS Program (7%) and the LIHEAP Program (5%).
Grants and Projects Analyst II	GPA II is responsible for database entry, sub-grantee file and office review and day to day correspondence with clients and sub-grantees. Also responsible for Sub-grantee Administrative Manual and administrative form updates. All Salaries and fringe for DOE are based on 12% of the total budget. The other 88% for staff and fringe are paid by the FEAC Program (76%), the HEROS Program (7%) and the LIHEAP Program (5%).

Direct Personnel Compensation:

<u>Position</u>	<u>Salary/Rate</u>	<u>Time</u>	<u>Direct Pay</u>
Program Supervisor	\$83,667.36	21.2213 % FT	\$17,755.30
Compliance Auditor/Training and Technical Assistance Coordinator	\$76,598.88	21.0351 % FT	\$16,112.65
Grants and Projects Analyst II	\$70,272.06	21.1052 % FT	\$14,831.06
		Direct Pay Total	\$48,699.01

2. FRINGE BENEFITS

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

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

The cost basis is determined by the state Administrative Personnel Department and may differ for each State employee. The fringe benefit package for the State of Nevada is based on position, grade, employer/employee or employer paid specific rates benefits package. Benefits packages can range from approximately 37 - 42%. This is done through various retirement choices, health insurance plans and when and employee has started working for the State.

Benefit	Percentage
Group Insurance	0.18139
Medicare	0.01516
Payroll Assessment	0.00162
Personnel Assessment	0.00493
Retirement	0.15588
Retirement Group Insurance	0.02526
Unemployment Insurance	0.00120
Worker's Comp	0.01775

For more detail, please see attached Fringe Rate Breakdown Analysis.

All Salaries and fringe for DOE are based on 12% of the total budget as DOE is approximately 12% of NHD's funds. The other 88% for staff and fringe are paid by the FEAC Program (76%), the HEROS Program (7%), and the LIHEA Program (5%).

Fringe Benefits Calculations

Position	Direct Pay	Rate	Benefits
Program Supervisor	\$17,755.30	40.7644 %	\$7,237.84
Compliance Auditor/Training and Technical Assistance Coordinator	\$16,112.65	40.8469 %	\$6,581.52
Grants and Projects Analyst II	\$14,831.06	40.1498 %	\$5,954.64
		Fringe Benefits Total	\$19,774.00

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
Onsite field inspections, Reno and Carson City. 1 person, 3 days travel by air from LV to Reno. Air, hotel, food and motor pool car.	6	\$1,250.00	\$7,500.00
Sub-grantee Office and File Review (monitoring) travel to Carson City and Reno, Airline, hotel, motor car, and food costs. (2 separate trips), 1 person.	2	\$1,350.00	\$2,700.00
BPI Energy Auditor Certification, 5 days, 1 person, NHD - Staff, hotel, transportation and food.	1	\$2,000.00	\$2,000.00
Sub-grantee Office and Financial Review (monitoring) Ely, 2 persons, 4 days, hotel, motor pool car, food expenses.	1	\$1,600.00	\$1,600.00
Weatherization administrator to attend EOW board meeting one time annually. Includes 5 days hotel, transportation, per diem costs.	1	\$2,200.00	\$2,200.00
HPC National Home Performance Conference & Trade Show, 4 persons, 4 days, hotel, airfare, food, transportation. Energy OutWest, 3 persons, 4 days, hotel, airfare, food, transportation.	1	\$14,700.00	\$14,700.00
Onsite Inspections Las Vegas to Ely, Elko and surrounding rural areas, driving 1 person, 2 day at various times.	2	\$400.00	\$800.00

Various day trips for monitoring and meeting locally in Las Vegas, Reno, and Carson City. This includes visits for technical support, office review, local monitoring for both field staff, financial and office/administrative assistance. Approximately 2 trips per quarter at \$100 per day.

8	\$100.00	\$800.00
Travel Total		\$32,300.00

- 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.

Costs are based on approved GSA and state travel reimbursement rates, motorpool, airline, parking, ground transportation, meals and registration and tutorials. All are based GSA rates and prior costs for travel, these are only estimates. Trips may need to be adjusted or reimbursed by other discretionary or utility funding sources if budgets are exceeded.

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.

The basis for the cost is a vendor estimate for a 2021 Jeep Grand Cherokee Limited 4x4 from Chapman Las Vegas Dodge. The total cost is \$46,702.25. Seventy-five percent (75%) of the cost will be paid from the State Fund for Energy Assistance and Conservation (FEAC). The vehicle will be used primarily for monitoring of both DOE and State FEAC weatherization projects.

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
Miscellaneous Supplies and Services	\$5,861.00	Each year supplies such as toner cartridges, printers, computers, office supplies, folders, paper, envelopes, binders, etc. need to be purchased that are typically expended over the course of the year in support of the Weatherization Assistance Program.
Subgrantee Awards	\$200.00	This cost is for purchasing 5 awards (plaques), each estimate to cost approximately \$120. They are given out at the State's Annual Sub-grantee meeting for superior performance of duties by Sub-grantee office and field staff.
Materials and Supplies Total	\$6,061.00	

- 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.

Supplies are purchased as needed. Costs are estimated on a monthly amount of \$725.
The amount of Sub-grantee awards are estimated from a prior purchase and increasing costs.

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

<u>Name of Proposed Sub</u>	<u>Total Cost</u>	<u>Basis of Cost*</u>
Financial Management Training	\$3,858.00	Fiscal training during or separate from a weatherization conference addressing 2 CFR 200 for the Program Supervisor and/or Weatherization Analyst. Cost is estimated based on the current cost of attending conferences.
Sub-grantee Funding Allocations	\$1,620,338.00	HELP of Southern Nevada (HELP) \$596,014, Community Services Agency (CSA), \$306,152, Rural Nevada Development Corporation (RNDC) \$229,627, and Nevada Rural Housing Authority (NRHA) \$488,545. Overall State funding cost basis was based on population in each service area with information provided by State of Nevada Demographer's website based on Census Data and adjusted to recent estimates. Due to the costs of delivery in the rural areas of Nevada and the large driving distances and the costs to provide service in these areas an additional 2% is being provided to the two rural service providers. There are adjustments to provide DOE funding in the rural areas because of DOE funding being an eligible funding source in areas where FEAC funding is not available because it is harder to spend State funds in the rural areas due to the need to pay into the Universal Energy Charge.
BPI-QCI Consultant Inspections	\$9,000.00	Cost is for Home Energy Connection (HEC) to provide necessary BPI-QCI services including inspections and training. In addition, HEC is anticipate to assist with the preparation of technical documents and review of the existing Field Guide. Current contract is a three-year agreement and expires on August 31, 2024.
Vehicle Maintenance for State Inspector's Truck	\$3,858.00	This cost is based on current year anticipated expenses for regular vehicle maintenance and necessary repair work on the new 2024 weatherization truck used for transportation in and around the Las Vegas area to conduct inspections and on-site training activities.
DOE Technical and Health and Safety Trainings	\$8,920.00	The cost above is for trainings associated with of the Field Guide and the Health and Safety Plan. This cost is an estimate for contracting with certified trainers. Home Energy Connection is expected to conduct the Field Guide training. The Health and Safety training will be conducted by various vendors.

IT Contracts, Database Development and Maintenance	\$30,000.00	The above cost will be for an IT contract with the EERC who is the approved vendor to provide NHD with a database and energy audit tool (WxPro). The total cost for the annual service is \$40,139, \$30,000 is expected to be charged to DOE. The contract was executed on January 5, 2016, and presently expires on December 31, 2024. The expected lifespan of the new WxPro System is ten (10) to fifteen (15) years.
Building Science Principle Trainings	\$9,250.00	Conference and BPI Registration Fees: This is for three persons to attend the National Home Performance Conference and Trade Show (\$3,750), 2 persons to attend the Energy Out West conference (2,700.00), and one (1) person to attend BPI Energy Auditor/QCI Training (\$2,800). Costs are based on registration fees.
Legal and Other	\$10,220.00	This is the cost of legal counsel to participate in State Plan and PAC meetings, review contracts, request for proposals, request for quotations, awards. It is based on historical and annual costs. This is a cost under grantee administration.
WxPro Report Writing and Agency Crew Component Enhancement with Training	\$17,681.00	This is for WxPro upgrades needed beyond the current maintenance agreement for specific expenditure and production tracking reports and an agency crew components with related training. Cost is a staff estimate because actual cost will depend on reports need, which is yet to be determined.
Equipment Maintenance Contracts	\$12,872.00	Equipment maintenance contracts for printers and copiers. It includes a maintenance contract on a color copiers/printers weatherization staff utilizes plus a few other contracts the weatherization program maintains. This cost is under grant administration.
Contracts and Subgrants Total	\$1,725,997.00	

*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
Direct Program and Office Cost	\$56,258.00	Costs are for other direct costs not budgeted elsewhere and necessary for the operations of a state weatherization assistance program office. These costs include appropriate shares of IT support, phone and voice mail, utilities, insurance, rent, conference call line, internal assessments, technical books, and publications. All costs proposed are being used in support of the WAP program. All costs included in Other Direct Costs are properly segregated from indirect costs to ensure there are no duplicate charges.
Other Direct Costs Total	\$56,258.00	

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

These costs are based on prior year actual expenditures as included in our administrative budget for the DOE Weatherization Assistance Program.

All costs included in Other Direct Costs are properly excluded from indirect costs to ensure there are not duplicate charges.

All costs proposed are only being used in support of the WAP program.

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.

Indirect costs are not being requested on this application for federal assistance.

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

Name:

Phone Number:

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IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Community Services Agency (Reno)	\$306,152.00 17
HELP OF SOUTHERN NEVADA (LAS VEGAS)	\$596,014.00 38
Nevada Rural Housing Authority (Carson City)	\$488,545.00 34
Rural Nevada Development Corp. (Ely)	\$229,627.00 15
Total:	\$1,620,338.00 104

IV.2 WAP Production Schedule

Weatherization Plans	Units
Total Units (excluding reweatherized)	104
Reweatherized Units	0
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	104
C Total Units Reweatherized	0
D Total Dwelling Units to be Weatherized and Reweatherized (B + C)	104
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	\$771,218.00
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)	104
H Average Program Operations Costs per Unit (F divided by G)	\$7,415.56
I Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J Total Average Cost per Dwelling (H plus I)	\$7,415.56

IV.3 Energy Savings

Method used to calculate savings: <input type="checkbox"/> WAP algorithm <input type="checkbox"/> Other (describe below)				
		Units	Savings Calculator (MBtus)	Energy Savings
	This Year Estimate	104	29.3	3047
	Prior Year Estimate	97	29.3	2842
	Prior Year Actual	14	29.3	410
Method used to calculate savings description:				

IV.4 DOE-Funded Leveraging Activities

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DOE funds have not been specifically budgeted for the leveraging of non-federal sources of funds.

IV.5 Policy Advisory Council Members

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

Angelia Haskett	Type of organization: Unit of State Government Contact Name: Angelia Haskett Phone: 7024869580 Email: ahaskett@dwss.nv.gov
Brian Deem	Type of organization: Unit of State Government Contact Name: Phone: 7756877186 Email: BDeem@energy.nv.gov
Dr. Mae Worthey-Thomas	Type of organization: Unit of State Government Contact Name: Dr. Mae Worthey-Thomas Phone: 7024865990 Email: mwortheythomas@housing.nv.gov
Jeanne Stoneman	Type of organization: Unit of State Government Contact Name: Phone: 7754317076 Email: jstoneman@energy.nv.gov
Jessica Mahon	Type of organization: Non-profit (not a financial institution) Contact Name: Jessica Mahon Phone: 7756243056 Email: jmahon@csareno.org
Makana Bennings-Tookes	Type of organization: Utility Contact Name: Makana Bennings-Tookes Phone: 7024025555 Email: Rebekah.Bennings-Tookes@nvenergy.com
Stacy Thornton	Type of organization: Unit of State Government Contact Name: Phone: 7026605136 Email: sthornton@nvrural.org

IV.6 State Plan Hearings (Note: attach notes and transcripts to the SF-424)

Date Held	Newspapers that publicized the hearings and the dates the notice ran
06/07/2023	Due to the Governor’s mandate on COVID-19, the Nevada Housing Division (NHD) implemented virtual PAC meetings via Microsoft TEAMS. These virtual PAC meetings have been successful, it has allowed us to record our meetings and it allows for anyone in the public to attend. All future PAC meetings will be conducted virtually via Microsoft TEAMS. A copy of the public posting is attached to the SF-424. The Public Hearing Posting Notice complies with NRS 232.2175 and NRS 241.015 and is detailed below. Specifically, “SECTION 3: The requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada. The process for posting public notices within the State of Nevada and according to Business and Industry directives is as follows: The Nevada Housing Division does not publish advertisements in any publications, and this has been the process for several years and has been very effective. By posting to the Nevada’s Public Notice Website and the Nevada Housing Division Website Hearing adequate public notice is given to interested parties and is common practice of public notices throughout the state agencies of Nevada. The Public Hearing was publicized by posting a notice on two websites. The Public Hearing notice will be posted on Wednesday, April 17, 2024, in the following places: Nevada Housing Division (NHD) Website Nevada’s Public Notice Website 3300 W. Sahara Public Lobby The Public Hearing Notes and Public Hearing Recording are attached to the SF-424 document.

IV.7 Miscellaneous

<p>Recipient Business Officer - Steve Aichroth, Administrator, Nevada Housing Division, saichroth@housing.nv.gov, phone: (775) 687-2246, 1830 E. College Parkway, Suite 200, Carson City, NV 89706</p> <p>Recipient Principal Investigator - Dr. Mae Worthey-Thomas, Deputy Administrator, Nevada Housing Division, 3300 West Sahara Avenue, Ste 300, Las Vegas, Nevada, 89102 mwortheythomas@housing.nv.gov, phone: (702)486-5990.</p> <p>Weatherization Readiness Funds:</p>
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Average Cost Per Unit: Readiness funds ACPU (average cost per unit) will be \$13,000 and will be calculated separately and not be reflected or included in the ACPU for program operations. If the ACPU is changed during the course of the period of performance or at the start of the program year, Subgrantee funding may be recalculated to allow for a different average cost per unit and the number of completions required modified if necessary. No further public hearing will be required to change the average cost per unit. Subgrantees will be notified in writing of any changes.

Deferral Policy: Deferral may be necessary if Health and Safety issues cannot be adequately addressed. The decision to defer work in a dwelling is difficult, but necessary in some cases. This does not mean that assistance will never be available, but that work must be postponed until the problems can be resolved and/or alternative sources of help are found. In the judgment of the Energy Auditor, any existing conditions that may endanger the health and/or safety of the workers or occupants may cause weatherization to be deferred. A deferral may also be necessary where occupants are uncooperative, abusive, or threatening. Sub-grantee staff and contractors are expected to pursue reasonable options, including referrals, and to use good judgment in dealing with difficult situations. Sub-grantees should use the Weatherization Deferral Notice form anytime it is necessary to defer a project. The form needs to contain a clear description of the problem, conditions under which weatherization could continue, and the client's signature indicating that they understand and have been informed of their options. Copies of the completed form shall be provided to the client and one shall be maintained in the client's file. If the client refuses to sign the form or if the situation is such that the Energy Auditor must leave the property immediately such as in the case of threats or potential violence, the Energy Auditor will note that on the form. In these cases, the form may be mailed to the client with a notice closing out the project.

Deferral conditions may include:

1. The client has known health conditions that prohibit the installation of insulation and other weatherization materials.
2. The building structure or its mechanical systems, including electrical and plumbing, are in such a state of disrepair that the conditions cannot be resolved within these guidelines and at reasonable costs (i.e., repairs are beyond incidental).
3. The house has sewage or other sanitary problems including pet/animal excrement that can't be corrected through weatherization and would further endanger the client and weatherization installers if weatherization work was performed.
4. The house has been condemned or electrical, plumbing, or other equipment has been "red tagged" by local or state building officials or utility companies and weatherization funds are not sufficient or corrective measures are not allowable costs.
5. The house has moisture or potential moisture problems that cannot be resolved under existing health and safety guidelines and with Incidental Repairs measures.
6. Dangerous conditions in the dwelling unit due to high carbon monoxide levels in combustion appliances or the venting which cannot be resolved under existing health and safety guidance. Sub-grantees should take immediate action to ensure the appliance is not used, including instructing the client to contact a combustion appliance repair/replacement specialist.
7. The client is uncooperative, abusive, or threatening to Energy Auditor, other staff or contractors.
8. The extent and condition of lead-based paint or any other identified hazardous condition in the house that could potentially create further health and safety hazards.
9. Pest infestation that cannot be reasonably removed or poses health concerns for workers.
10. In the judgment of the Energy Auditor, any condition exists which may endanger the health and/or safety of the contractor work crew or subcontractor.
11. Dwelling units with conditions that have the potential to create a health concern requiring more than Incidental Repair measures should be deferred.

Normal Deferral Fee: In some cases, it may be necessary to use the services of a licensed contractor to make a determination regarding the necessity to issue a deferral. This is an eligible Program Operation expense. The maximum cost a licensed contractor may be paid for the evaluation of a deferral situation is \$500. This amount is what is meant when the phrase "normal deferral fee" is used in this Health and Safety Plan.

Appeal Process: Sub-grantees shall allow for the client to appeal the deferral decision of the Energy Auditor to the program manager or other appropriate management position at a higher level in their organization, except in the case when the client was uncooperative, abusive, or threatening in any way.

Policy Advisory Council:

The Policy Advisory Council meets several times a year. Once in the Spring to review the DOE State Plan and to attend to any other pending business. At other meetings, it reviews year-to-date production and end of year production from the prior year. This is for the purpose of seeing if sub-grantees met their goals for the previous program year and to see if they are on track for the current program year. This also allows the Subgrantees to voice their opinions on the State Plan contents.

Attached to the SF424 is a copy of the minutes prepared from the most recent PAC Meeting on February 16, 2023. These minutes will be presented for adoption at the next PAC meeting, which is scheduled on June 7, 2023.

PAC members fill the following categories:

- | Jessica Mahon, Subgrantee Representative
- | Dr. Mae Worthey-Thomas (Vice-Chair), NHD Representative
- | Makana Bennings-Tookes, Utility Representative
- | Chris Mohr At Large, Consumer Group (Low Income) Representative
- | Angelia Haskett, DWSS Representative
- | Robert Cooper, At Large Representative
- | Chairperson, VACANT - to be appointed/elected

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WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION
State: NV Grant Number: EE0009915 Program Year: 2024

Name: Community Services Agency	Contact: Leslie Colbrese	
	UEI: Y42TA8X65QT5	
	DUNS: 010975894	
Address: PO Box 10167	Phone: (775) 786-6023	
Reno, NV 89510-0000	Fax: (775) 786-5743	
	Email: lesliecolbrese@csareno.org	
Counties served: WASHOE County	Tentative allocation: \$ 306,152.00	Congressional districts served: <u>CD</u>
	Planned units: 17	NV-02
	Type of organization: Non-profit organization	
	Source of labor: Contractors	

Name: HELP OF SOUTHERN NEVADA	Contact: Fuilala Riley	
	UEI: LXMNWUXQYUB6	
	DUNS: 165099326	
Address: 1640 E FLAMINGO ROAD, Suite 100	Phone: (702) 369-43571239	
LAS VEGAS, NV 89119-5280	Fax: (702) 369-4089	
	Email: friley@helpsonv.org	
Counties served: CLARK County	Tentative allocation: \$ 596,014.00	Congressional districts served: <u>CD</u>
	Planned units: 38	NV-01
	Type of organization: Non-profit organization	NV-03
	Source of labor: Contractors	

Name: Nevada Rural Housing Authority	Contact: Mishon Hurst	
	UEI: C52QG3KRA161	
	DUNS: 787020945	
Address: 3695 Desatoya Drive	Phone: (775) 887-1795	
Carson City, NV 89701-0000	Fax: (775) 283-0110	
	Email: mhurst@nvrural.org	
Counties served: CHURCHILL County	Tentative allocation: \$ 488,545.00	Congressional districts served: <u>CD</u>
CLARK County	Planned units: 34	NV-02
STOREY County	Type of organization: Non-profit organization	NV-04
CARSON CITY		
DOUGLAS County		
LYON County		
	Source of labor: Contractors	

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Name: **Rural Nevada Development Corp.**

Contact: Mary Kerner
UEI: P12TKLDGM8G1
DUNS: 799925276
Phone: (775) 289-8519
Fax: (775) 289-8214
Email: mary@rmdcnv.org

Address: 1320 Aultman Street
Ely, NV 89301-0000

Counties served: WHITE PINE County
MINERAL County
NYE County
PERSHING County
ELKO County
ESMERALDA County
EUREKA County
HUMBOLDT County
LANDER County
LINCOLN County

Tentative allocation: \$ 229,627.00
Planned units: 15
Type of organization: Non-profit organization

Congressional districts served: CD
NV-02
NV-04

Source of labor: Contractors

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This worksheet should be completed as specified in Section III of the Weatherization Assistance Program Application Package.

V.1 Eligibility

V.1.1 Approach to Determining Client Eligibility

Provide a description of the definition of income used to determine eligibility

The State of Nevada (State) Weatherization Assistance Program (WAP) defines an income-eligible household for Department of Energy (DOE) funding as a household whose total gross income is at or below 200% of the National Poverty Income Guidelines established by the Office of Management and Budget. For the purposes of the DOE funding, this is the definition of low income.

The Nevada Housing Division (NHD) ensures compliance through the use of the State's Weatherization Application and Eligibility Determination Worksheet. Each application identifies the applicant's household income and family size, which are necessary for making a determination of income eligibility. Per our Weatherization Administrative Manual, an applicant is required to submit copies of appropriate documents allowing the Sub-grantee the ability to calculate the annual income of all applicable household members.

Weatherization Program Notice (WPN) 22-5:

Expansion of Client Eligibility in the Weatherization Assistance Program, issued by the U.S. Department of Energy (DOE), serves to streamline the WAP intake process by expanding WAP's categorical income eligibility to include the U.S. Department of Housing and Urban Development's (HUD) means-tested programs' income qualifications at or below 80% of Area Median Income. (examples of HUD programs but not limited to Community Development Block Grants (CDBG), HOME Investment Partnerships Program (HOME), Lead Hazard Control & Healthy Homes Program (OLHCHH), etc.).

WAP already has a provision, codified in 10 CFR 440.22(a)(3), to allow the inclusion of households that are income-eligible for the U.S. Department of Health and Human Services (HHS) Low Income Home Energy Assistance Program (LIHEAP). DOE anticipates Grantee implementation of categorical eligibility for HUD means-tested programs would be similar to the existing eligibility that DOE WAP currently has with Health and Human Services (HHS) Low-Income Households Energy Assistance Program (LIHEAP).

DOE WAP, HHS LIHEAP, HUD Lead Hazard Control and Healthy Homes Programs, and Department of Veteran Affairs (VA) have collaborated on how to better support interagency coordination, specifically in the area of client eligibility. Each of the agencies serves households with lower incomes, using varying income eligibility requirements. Current income eligibility guidelines include:

- 1 DOE's WAP accepts households using up to 200% of Federal Poverty Guidelines (FPG).
- 1 HHS' LIHEAP accepts households using 200% of FPG, or states may elect to use 60% of State Median Income (SMI), whichever is greater for their respective state. Each Grantee is permitted under 42 U.S. Code § 8624(b)(2)(B) to set an income limit within this range.
- 1 HUD's means-tested programs accept households using percentages of Area Median Income (AMI) ranging from 30% AMI to 80% AMI, depending on specific program parameters. HUD uses 4,684 Fair Market Rent (FMR) areas to establish AMIs, based on metropolitan areas and non-metropolitan counties.
- 1 VA has no income-based eligibility programs to align with this purpose and is therefore not included in the scope of this expanded definition of income eligibility.

The effort explored the overlap in incomes of the different households served through the various programs. The overlap is sufficient to consider "categorical income eligibility", defined across programs as automatically granting program eligibility to applicants who have already met the eligibility requirements of another agency's identified program.

Describe what household eligibility basis will be used in the Program

The State's DOE-funded program eligibility is based on income at or below 200% of the poverty level determined in accordance with criteria established by OMB (above). NHD Weatherization Administrative Manual outlines allowable client eligibility documentation which might include pay stubs, Social Security benefits letters, and other applicable documentation of income. This manual is reviewed regularly and updated as needed. During the file monitoring, files are reviewed for all required documents. A copy of the Weatherization Administrative Manual is attached to this application.

National Poverty Income Guidelines are distributed annually and the Eligibility Determination Worksheet is also updated at that time. Sub-grantees utilize an Eligibility Determination Worksheet which gives preference to the elderly, disabled, and families with children under six years of age. Also, households with a high energy burden are given preference. Where an applicant receives income for a part of the applicable tax year, their partial income may be annualized to determine eligibility. If there is a waiting list and a client is not served promptly, client eligibility documentation is reverified and updated every 12 months. Health and Human Services guidance is used for providing services to Qualified Aliens. Nevada utilizes the National Poverty Income Guidelines and Definition of Income provided by DOE annually which includes annual revisions that are then distributed to the Sub-grantees to use when qualifying clients for the DOE-funded portion of the WAP.

Weatherization Program Notice (WPN) 22-5:

WAP Grantees and Subgrantees may certify that applicants have met the income requirements of HUD means-tested programs through mechanisms including, but not limited to, applicant documentation, interagency lists of recipients, shared system databases, etc. Method of verification of eligibility must be included in

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the client file.

The beneficiaries of this change include:

1. DOE WAP Grantees and Subgrantees – allowing qualified households for means-tested HUD Programs to be categorically eligible for the WAP.
2. Low-income eligible households being served by removing the additional burden of applying for and submitting the same documentation to multiple programs to receive comprehensive services.

Extending WAP categorical eligibility to applicants who meet HUD's income eligibility requirements better facilitates referral services for low-income households, reducing the burden on both intake agencies and impacted households trying to obtain services. Better coordination and alignment encourage leveraging (or braiding) of multiple funding sources, reduces complexity, and results in further energy efficiency upgrades and savings for low-income households.

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

The State's WAP utilizes guidance provided by Health and Human Services under the Low-Income Home Energy Assistance Program (LIHEAP). The guidance is as follows:

WAP services are provided only to U.S. citizens or qualified aliens.

"Qualified aliens" are defined in section 431 of Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), commonly known as the Welfare Reform Law. The Act covers the larger groups of legal immigrants (legal permanent residents, refugees, asylees, individuals paroled into the U.S. for a period of at least one (1) year, individuals whose deportation has been withheld, individuals granted conditional entry, and certain individuals who are victims of domestic abuse). Qualified aliens are eligible to receive assistance and services under the LIHEAP program so long as they meet other LIHEAP program requirements.

As states set their eligibility requirements for LIHEAP-funded benefits, they are to ensure that they are in full compliance with Federal provisions related to verification of qualified alien status in providing services. State procedures for verifying U.S. citizenship or immigration status of applicants should be in accordance with the United States Department of Justice's (DOJ) Interim Guidance on Verification of Citizenship, Qualified Alien Status and Eligibility under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, published November 17, 1997 (62 FR 61344). In addition, states should refer to LIHEAP-IM-98-25, dated August 6, 1998, which discusses the DOJ Interim Guidance and its applicability under the LIHEAP program.

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation

Single-family, manufactured housing (mobile homes), and multifamily dwellings are all eligible for weatherization. Proof of ownership is required to be submitted with the application and may be verified through the county assessor's records. Applications can be processed from eligible clients for rental properties with the owner's authorization. The rental household must meet the income qualification as described above.

Describe Reweathering compliance

Per WAP Memorandum 075, stating, "On December 27, 2020, President Donald J. Trump signed into law P.L. 116-260, an omnibus legislative package that includes several significant changes for the Weatherization Assistance Program." Included in these changes is a modification to the re-weatherization policy removing the old date of September 30, 1994, and creating a "rolling" option allowing for dwelling units to be re-weatherized **15 years after the date such as previous weatherization was completed.**

NHD will be following this new policy in determining the building eligibility for new DOE and LIHEAP weatherization assistance. Sub-grantee will use their existing database containing project information from prior years, known as the BWR database in making this determination

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and will track new projects in the WxPro database as they are completed for a period of 15 years. This new policy will also apply to projects that received funding under LIHEAP, HUD, or USDA for weatherization activities.

Describe what structures are eligible for weatherization

Single Family manufactured housing and multi-family dwellings are all eligible for weatherization. Non-traditional dwelling units such as shelters and apartments over the business, etc. may be weatherized only if program regulations are met. These types of units must be discussed with the NHD staff and approved by the DOE Project Officer prior to weatherization.

NHD does **not** allow for the weatherizing of travel trailers or other non-stationary campers that are registered with the Department of Motor Vehicles because they are not considered permanent stationary housing. Additionally, the use of a post office box for a non-stationary camper or trailer does not make it an eligible structure for weatherization.

Signed and approved by all parties involved, the State Historic Preservation Programmatic Agreement was recently extended for an additional 10 years until December 31, 2030. The NHD Weatherization Assistance Program and its sub-grantees are required to adhere to the conditions of the Programmatic Agreement in evaluating all projects prior to weatherization work being performed.

Weatherization Program Notice (WPN) 22-5: Multifamily-Specific Guidance

WAP Providers generally encounter three types of multifamily properties assisted by HUD: (1) housing owned and operated by HUD Public Housing Agencies (PHAs), (2) privately-owned multifamily buildings receiving project-based assistance, and (3) privately-owned multifamily buildings that house residents who receive tenant-based (housing voucher) assistance.

- 1 Housing owned and operated by PHAs: WAP providers shall consider all such buildings managed by the PHAs to be 100 percent income eligible.
- 1 Privately owned multifamily buildings receiving project-based assistance: WAP providers should refer to these lists to determine the percentage of the units in each building that are income-eligible.
- 1 Privately-owned multifamily buildings that house residents receiving tenant-based assistance: WAP providers will determine the percentage of income-eligible residences by either contacting the building owner/manager to obtain such Section 8 Housing Choice Voucher records (from HUD's Tenant Based Rental Assistance Program [TBRA]) or by individually verifying which residents hold such vouchers.

Describe how Rental Units/Multifamily Buildings will be addressed

Building eligibility will be determined by following the final rule published on December 8, 2000, where DOE provided guidance on what types of large multifamily buildings may be subject to the 50% threshold (65 Fed. Reg. 72210, December 8, 2000). Certain buildings containing rental units may comply with the income eligibility requirements when 50 percent of those dwellings units are eligible dwelling units rather than the established 66 percent identified in the regulations (10 CFR §440.22(b)(2)). The buildings that are subject to the 50 percent threshold are duplexes, four-unit buildings, and certain eligible types of large multifamily buildings. For all other multi-family units not less than 66% of the dwelling units must be eligible in order to weatherize the entire building. Benefits in rental units will accrue primarily to the low-income tenants residing in the units.

Rental units may be weatherized, however, a 50% landlord contribution is required for the replacement of all capital improvement items such as HVAC equipment, windows, and water heaters unless it is a repair item of less than \$2,000. No undue or excessive enhancements are allowed on rental properties. A landlord contribution is not required on single-family and mobile homes rentals unless there are two or more units owned. 10 CFR 440.22 (b)(2) may be used on 2-4 units and 5+ units.

Renters' rights are protected from eviction by having the landlord sign the Landlord Weatherization Service Agreement that states they will not raise the rent due to WAP repairs that may have increased the value of the property. Also, landlords may not evict for other than normal circumstances but not due to the weatherization of the property garnering more rents on the open market. Rental units are protected in accordance with 440.22(b)(3) and renters' rights are protected as specified in 440.22(b) 3 and (c)-(e) The Weatherization Service Agreement must be signed by the landlord or management company prior to work beginning.

NHD utilizes a Weatherization Service Agreement and it must be signed by the landlords or property managers prior to work commencing. The Weatherization Service Agreement states that rents cannot be raised due to work being done from weatherization for a minimum of one (1) year along with other tenant protections.

Describe the deferral Process

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Deferrals are required for a variety of reasons such as the condition of the structure: building integrity or the ability to effectively weatherize the structure. Also, if the dwelling is slated for redevelopment. If there are Health and Safety conditions that might exist but are able to be remedied by the homeowner, 30 days are given for the homeowner to correct them. If thirty (30) days pass and the problem has not been corrected the file is closed and the client may requalify and reapply when they have made the corrections to the property. When there are issues that cannot be corrected or there are unsafe conditions for the contractors' staff (illegal substance abuse) the dwelling can be permanently deferred. If a property is beyond the scope of weatherization it may also be permanently deferred. If it was necessary to use a licensed contractor to make a determination on the need for a deferral, a fee of up to \$500 may be charged by the contractor.

When possible, the client is notified of other programs and agencies that might be able to address the rehabilitation of the property. When properties are deferred, the client is given a copy of the deferral form notifying them why the property is either temporarily deferred or permanently deferred. The client is asked to sign and acknowledge receipt of the deferral form. The deferral process is further explained in the Health & Safety Plan attached to this application, which includes a copy of the State's deferral form.

Weatherization Readiness Fund:

Through the Weatherization Readiness Fund (WRF), WAP can address necessary repairs (e.g., Health and Safety issues, structural) in dwellings that have been deferred from receiving weatherization services. Deferrals occur in WAP for two key reasons: regulatory (10 CFR 440) limitations and/or management decisions at the state and local levels. Regardless of the cause, deferrals create "sunk costs" – the cost of sending field staff out to evaluate a home that cannot ultimately be treated because the Program is unable to address the repairs of the building.

WRF are designated for use in addressing structural and health and safety issues of homes that are currently in the queue to be weatherized, but at risk of deferral. This funding is specifically targeted to reduce the frequency of deferred homes that require other services, outside the scope of weatherization, before the weatherization services can commence. Units receiving WRF must result in a DOE completion defined as, "A dwelling on which a DOE-approved energy audit or priority list has been applied and weatherization work has been completed."

These funds can be used to create a more sustainable housing stock for our most impacted families. With the addition of these Weatherization Readiness Funds, subgrantees will be able to bring more housing into weatherization readiness than before, reducing deferrals, increasing energy savings, and providing multiple other benefits to individuals and families that would have otherwise been left unserved.

Average Cost Per Unit:

The average cost per unit (ACPU) for WRF will be \$13,000.00, calculating the WRF portion as its own entity, while the remainder of the project will be subject to the current DOE ACPU of \$8009.00.

V.1.3 Definition of Children

Definition of children (below age): **6**

V.1.4 Approach to Tribal Organizations

Recommend tribal organization(s) be treated as local applicant?

If YES, Recommendation. If NO, Statement that assistance to low-income tribe members and other low-income persons is equal.

Low-income tribal members and other low-income persons are treated equally. NHD does not recommend, nor are there sufficient funds to provide DOE weatherization funding directly to members of Native American tribes. Low-income members of Native American tribal organizations will receive benefits equivalent to assistance provided to other eligible persons living within the program's service areas. Approximately 4% of Nevada's population is comprised of individuals of Native American descent.

V.2 Selection of Areas to Be Served

The service areas proposed for the program year are based on the following: the estimated number of eligible households located in each county, the availability of funds to provide assistance to the rural counties, and the availability of qualified service providers. The

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Weatherization Assistance Program's service area includes service to almost all areas and counties within the state and revenue streams have been adjusted to assure sufficient funds are available to provide assistance in the rural areas of the state. There are five service areas:

Clark County contains 68.5% of the state's eligible population and has been divided into two service areas:

- (1) the City of North Las Vegas and northern rural Clark County 20.5%.
- (2) the City of Las Vegas, the City of Henderson, and southern rural Clark County 48% and
- (3) Washoe County comprises 15.5% of the eligible population and is a separate service area.
- (4) The eastern rural service area is comprised of Esmeralda, Elko, Eureka, Humboldt, Lander, Lincoln, Mineral, Nye, White Pine, and Pershing counties and contains 8% of the state's eligible households.
- (5) The western rural service area is comprised of Carson, Churchill, Douglas, Lyon, and Storey counties and contains approximately 8% of the eligible population.

The total distribution of Weatherization funding is mostly based on population, except in eastern and western rural service areas. In these areas, an additional 2% each was provided to assist with the higher costs of doing business in remote areas of the state.

DOE is one of five funding sources available to the State of Nevada for our Weatherization Assistance Program. The actual awards of DOE funding may not reflect the above percentages because some sub-grantees are better suited to expend funds from a particular source. The State's total distribution of funds to the sub-grantees in each service area above equals the percentage distribution. However, adjustments may be made based on the performance of the Sub-grantees.

V.3 Priorities

Priority is given to the elderly, persons with disabilities, families with children under 6, and high energy burden households. Priority assistance is determined by a point evaluation matrix that awards additional points to residential energy users due to the utilization of heating oil or propane as their primary source of heating. A household that qualifies for and receives Energy Assistance payments from the Division of Welfare and Social Services is defined as a having high energy burden.

V.4 Climatic Conditions

Nevada's climate varies dramatically from north to south. Perhaps the clearest indicator of the climatic conditions being addressed by the Weatherization Assistance Program is the number of heating and cooling degree days associated with each area scheduled to receive weatherization assistance. Typically the northeastern portion of the state has the highest number of heating degree days while Clark County has the highest number of cooling degree days. Listed below are the heating and cooling degree days associated with the various service areas of the state and derived from the period of time from 1961 to 1990:

*** Average Heating Degree Days (Base 65 F)**

Clark County & Henderson: 2,601

Western Service Area & Washoe County: 6,022

Eastern Service Area: 7,236

*** Average Cooling Degree Days (Base 78 F)**

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Clark County & Henderson: 3,201

Western Service Area & Washoe County: 508

Eastern Service Area: 320

***Source: Mechanical Engineering Department**

University of Nevada – Reno

V.5 Type of Weatherization Work to Be Done

V.5.1 Technical Guides and Materials

The Nevada Housing Division worked with the Southwest Building Science Training Center (SWBSTC) to update our field guides to align specifications, objectives and desired outcomes outlined in the Standard Work Specifications for Home Energy Upgrades (SWS). The field guide, aligned with the SWS, has been approved for SF and MH by DOE and went into effect on January 30, 2023. There were no Variance Requests submitted as part of the field guide. It is included as an attachment to this application and can be accessed at: <https://swbstc.org/resources/nv-field-guide>.

The Field Guide has distributed to each Subgrantee electronically with a receipt of acknowledgement. The State of Nevada Program Assurances includes language that all Sub-grantee agreements and vendor contracts, must include language which clearly documents the SWS for work quality as outlined in WPN 22-4, Section 2, for DOE funded projects.

The program’s Sub-grantees are responsible for the installation of DOE approved measures. All work done is consistent with NHD’s DOE approved energy audit and materials used are consistent with 10 CFR 440 Appendix A - Standards for Weatherization Materials.

Typical Measures include:

1. Insulation: ceiling, floor, side wall, and duct.
2. Duct leakage sealing (return, plenum, and supply systems).
3. Shell infiltration sealing, i.e., replace broken glass, window and exterior door replacement, door weather-stripping, caulking, and evaporative cooler covers.
4. Insulation of water heater and water heater pipes.
5. Low-flow showerheads.
6. Solar screens.
7. Heating and cooling system repairs and/or replacements.
8. Refrigerator replacement. (Standalone freezers and units with water or ice makers are not allowed.)

NHD has received approval for LED bulbs and General Heat Waste items that are not included in Appendix A.

When possible, blower door diagnostics will be performed on each single family and mobile home unit receiving weatherization assistance to ensure compliance with Indoor Air Quality Standards. A blower door duct test will be done in multifamily buildings when changing out HVAC units. In accordance with our Health and Safety Plan, a combustion appliance safety inspection will be performed on each dwelling unit containing a combustion appliance (furnaces, water heaters, ovens, cook tops and gas dryers) when shell sealing will be performed. A final QCI inspection will be performed by the program’s Subgrantees on each home receiving weatherization assistance with DOE funding.

The State of Nevada Program Assurances, which are included in the grant contract between NHD and Subgrantees have been updated to include language requiring the Subgrantees to adhere to these standards and to pass these standards on in their agreements with contractors and vendors to ensure that the work quality outlined by NHD is achieved with their performance. This is signed in agreement by the governing body of the Subgrantee agency each year, with the most current date in August of 2023.

Field guide types approval dates

Single-Family: 1/30/2023
Manufactured Housing: 1/30/2023

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Multi-Family:

V.5.2 Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE

Audit Procedure: Single-Family
Audit Name: WxPRO (North Dakota & Nevada)
Approval Date:

Audit Procedure: Manufactured Housing
Audit Name: WxPRO (North Dakota & Nevada)
Approval Date:

Audit Procedure: Multi-Family
Audit Name: WxPRO (North Dakota & Nevada)
Approval Date:

Comments

The State of Nevada DOE-funded Weatherization Assistance Program falls below the 20% threshold for multifamily units and does not require a DOE-approved energy audit and procedures for multifamily buildings. NHD has other funding sources available for weatherizing multifamily buildings and typically these other sources would be used instead of DOE funds.

Nevertheless, if NHD does receive a request from a Sub-grantee to weatherize a multifamily building, the Sub-grantee will be required to conduct a WxPro Energy Audit to ensure that the eligible occupants receive appropriate, cost-effective weatherization services. This will be done on a case-by-case basis. At the time a multifamily project is considered, NHD will submit to our DOE Project Officer the necessary energy audits and any other requested documents to approve the multifamily project prior to commencing weatherization of the multifamily building.

V.5.3 Final Inspection

All individuals who perform final inspections and monitoring including Sub-grantee and NHD are required to have staff that is QCI certified or to contract for these services. NHD has a QCI inspector on staff as the Compliance Audit Investigator but will continue to use Home Energy Connection, a third-party agency for QCI services, training, and other technical assistance until all projects have been brought up to date.

NHD provides to all Sub-grantees a copy of relevant policies and procedures that govern the QCI process in accordance with WPN 22-4. Every DOE-funded weatherization unit reported as a completed unit receives a final inspection ensuring all work meets the minimum specifications outlined in the SWS in accordance with 10 CFR 440.16(g). Attached is an inspection form and a typical report generated by the NHD's third-party inspector. Inspections must be performed to the guidelines set forth.

If through statewide monitoring, a pattern of failure is evident, the responsible agency will receive disciplinary action and the possibility of the reallocation of current funding and the loss of future funding. The severity of the loss depends on the nature and severity of the failures.

In Sub-grantee agencies where the energy auditor performs the audit, creates the work order, and performs the final quality control inspection, NHD performs quality assurance reviews on at least 10% of all completed units. However, the Nevada DOE program in some areas is so minimally funded that it does not allow for a separate energy auditor and inspector. Nevada does its best to serve all areas of the state with some areas only receiving a small portion of funding. Regardless, in practice in prior years, at least 10% of all DOE-funded projects are inspected by NHD. Final inspections are performed on 100% of the units weatherized at the Sub-grantee level by a certified QCI person.

All Subgrantee agencies contract with outside contractors who perform all weatherization measures. Measures are never performed by Subgrantee energy auditors.

Specific language regarding QCI inspections on all DOE-funded work is contained in the Program Assurances (Sub-grantee agreements) which have been

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attached to this application. Below is an excerpt from that document.

"The Subgrantee is to conduct an inspection on each household weatherized no later than three (3) weeks following the work being reported as completed by the Contractor(s) or installer. Subgrantee may not reimburse the Contractor for costs related to any work which has not passed final inspection. All units completed and funded in part or entirely with DOE funding shall be inspected by a Quality Control Inspector (QCI) for its final inspection ensuring that all work meets the minimum specifications outlined in the SWS."

Over time with the update of the new database, the energy audit and the final inspection shall all be web-based and aligned with SWS ensuring that work is completed in accordance with the work quality requirements outlined in WPN 22-4. Both the NHD and Sub-grantees will be using this coordinated process for inspections and monitoring.

V.6 Weatherization Analysis of Effectiveness

The effectiveness of Sub-grantee weatherization projects is assessed by adherence to energy audits using a tool approved by the Department of Energy and also by monitoring of completed units done by NHD. NHD sends out monthly quality assurance postcards to clients after weatherization is complete to receive feedback on their experience and interactions with subgrantee staff, contractors, and NHD monitors. It provides good insight into program perceptions and expectations and if those expectations were met or how we can improve these interactions.

Productivity and energy savings between Sub-grantees is not compared, as housing stock is dissimilar in different areas of Nevada and also varying funding which is based on population. Sub-grantee production is compared to projected or expected outcomes that NHD establishes when grant funding is awarded. Benchmarks are established by NHD and evaluated quarterly. If the Sub-grantee is not meeting expected benchmarks NHD meets individually with that Sub-grantee to see how production can be improved and what are obstacles may need to be overcome.

When a Sub-grantee is not meeting their goals and also during office and field monitoring, NHD assesses what Training and Technical Assistance (T&TA) activities are required. Each year Sub-grantees are queried on T&TA needs. Also, during Sub-grantee meetings, time is devoted to T&TA questions Sub-grantees might have and observations of NHD staff found during field and office visits.

Training capability is assessed in the field during monitoring visits. An Inspection Report is completed after each visit and there is an exit interview with Sub-grantee staff discussing any findings/issues and what is being done well. Corrective action is required within 30 days when findings were noted.

All Sub-grantee field staff must be BPI certified. Training by NHD is ongoing and takes on formal and also informal training. If a subgrantee's work is found not to be up to standard they are shown the correct way to install. All work completed in the field is done by licensed contractors who are aware of building and code requirements and must work to those standards. All final inspections and field monitoring will be done by a QCI certified staff member. Work in the field shall be completed pursuant to meeting the Standard Work Specifications (SWS) adopted by NHD and approved by DOE.

Performance reviews are done as stated above with summary reports of finding which must be responded to within thirty (30) days. NHD spot checks any work that did not pass inspection. Work is done at the contractors' expense.

NHD is constantly reviewing our management mechanisms and will affect change when necessary or when problems are observed.

Every year a financial review of all subgrantees is undertaken by NHD Audit/Accounting Staff. All subgrantee financial systems and processes are reviewed at that time.

During the annual file review, NHD conducts a review of the invoiced costs to ensure that no duplicate billing has occurred and that all costs billed are based on the approved costs. Sub-grantees are required to engage in a competitive bidding process at least every five years, with contractor pricing updated annually. See attached Request for Quotation (RFQ) that Sub-grantees are required to use for this process.

To secure new program contractors, a Sub-grantee must go through the formal procurement process using the RFQ and pricing is one of several factors that are considered in selecting new contractors to perform weatherization work. Each year contractor pricing is reviewed and compared against competitors. Contractors with the lowest overall price are rewarded with the majority of the work of that Sub-grantee. Staff reviews contractors' costs to see if there are any large increases in pricing (i.e., over 5% increase) and may question the reason for the price increase.

Subgrantees must be successful in administrating cost-effective programs designed to assist the program's targeted population. Monitoring reports, financial audits, on-site inspections, and client survey reports indicate if Sub-grantees are administering cost-effective programs and are in compliance with state and federal rules and regulations.

All Sub-grantees must have available personnel that has received weatherization training including, blower door diagnostics, combustion appliance testing,

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energy auditing, inspection protocol, and health and safety hazard awareness. All Sub-grantees weatherization staff members need to be certified through the Building Performance Institute's Building Analyst series. Also, all Sub-grantees must have at least one Quality Control Inspector (QCI) on staff or under contract to meet the DOE program requirements.

V.7 Health and Safety

The Nevada Weatherization Health and Safety (Plan) uses the DOE template and Table of Issues per WPN 22-7 and it is an attachment to this State Plan and Application. If time permits next year, we will look at updating the most current DOE template. However, no updates were made in the current year.

Prior year modification now includes H&S funds are being used to bring hinges on fire doors up to current code when necessary. This is standard for Fire Doors and Other Opening Protectives per NFPA80, <https://idighardware.com/2016/07/decoded-nfpa-80-requirements-for-hinges/>. Further research suggests that if the door is a twenty (20) min rated then self-closing is required as that is part of the rating of the door. However, you can have doors installed between the garage and residence that do not require self-closing hinges.

According to the source below, SPF provides both insulation and air sealing benefits when installed to the manufacturer's specified depth. These benefits are applicable to both existing and new roofs when installed per manufacturer. <https://www.finehomebuilding.com/2013/02/01/spraying-polyurethane-foam-over-an-existing-roof>

Radon:

Installing a 6 mil vapor barrier to stop the migration of radon also stops moisture transfer that can lead to moisture issues in a crawl space such as degrading insulation and damaging the wood subfloor.

Safety Devices such as Smoke and Carbon Monoxide Alarms, Fire Extinguishers, and one CO alarm are being installed in every home, regardless of the heating appliance type or fuel source (pursuant to ASHRAE 62.2-2016).

For Ventilation and Indoor Air Quality, NHD will update the narrative to reflect the current language used in the Standard such as "whole-house" ventilation that has been changed to "dwelling unit" ventilation.

NHD will continue to provide training to our Sub-grantees on the updated Plan. Radon and Radon testing are issues that continue to be addressed through training courses.

The Plan includes:

- | Intake procedures (e.g., capturing per-existing occupant health conditions).
- | Deferral policies due to Health and Safety reasons (e.g., client notification, list of measures, appeal process, referral of clients to other services).
- | An expression of the Health and Safety cost limit as a percent of the average cost per unit.
- | Details on training plans for Health and Safety issues including continued training on ASHRAE 62.2-2016.

Minor structure and roofing repairs are to be considered as Incidental Repair measures and may be installed only when necessary to effectively weatherize the dwelling unit otherwise, these measures are not allowed. There is no specific dollar limit for any individual Incidental Repair measure if the entire packet of measures meets or exceeds the Savings Investment Ratio (SIR) requirement of the energy audit. All estimated repair costs, including labor and materials, must be included in the SIR calculation. For each weatherized building, the cost of the total packet of energy conservation measures, added to the cost of all Incidental Repair measures for the building, must have a calculated SIR of 1.0 or greater to be eligible.

Acknowledgement of receipt by Contractor of Health and Safety Procedures and Technical and Administrative Materials and Manuals is confirmed via acknowledgement form (copy included in attachments in SF-424). This form is filled out, signed, dated, and kept in Contractor file with approved Request for Quotation. NHD receives copies of these files.

V.8 Program Management

V.8.1 Overview and Organization

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The State of Nevada Weatherization Assistance Program is administered within the Nevada Housing Division (NHD), a division of the state's Department of Business and Industry. Nevada Housing Division has offices in Carson City (1830 E. College Parkway, Suite 200) and Las Vegas (3300 W Sahara, Suite 300) offices. The Weatherization Assistance Program is housed primarily at the Las Vegas office.

Additionally, NHD utilizes tax-exempt and taxable mortgage revenue bonds to provide a source of mortgage revenue that cannot be supplied by the private sector to low- and moderate-income households. NHD administers the Single and Multi-Family Bond Programs, Loan Servicing Program, HOME Program, and the Low Income Housing Trust Fund. A copy of NHD's organizational chart is included as an attachment.

Currently, there are three (3) full-time positions funded through the state's Weatherization Assistance Program a Program Supervisor, a Grants and Projects Analyst II, and a Weatherization Compliance Audit Inspector. Our Compliance Audit Inspector has a current QCI certification. In addition, the NHD currently uses Home Energy Connection, a third-party agency for QCI services.

DOE funding is a small portion of the State of Nevada's Weatherization Assistance Program. NHD's main funding source for weatherization activities is the Universal Energy Charge UEC), a user fee on customers' utility bills. The program is identified as Fund for Energy Assistance and Conservation (FEAC) and it generates approximately three times the amount of funds annually awarded by DOE. NHD also uses funding provided by the Governor's Office of Energy (GOE) and Housing Trust Funds to augment the state's Program. Although NHD does receive some Low-Income Home Energy Assistance Program (LIHEAP) funds, NHD does not directly administer this program. NHD receives a 5% pass-through of LIHEAP funds annually from our Department of Health and Human Services. The majority of these funds go towards the Energy Assistance Program. Whenever possible, NHD tries to leverage various funding sources in projects to allow for more measures and added energy savings, choosing the best funding source(s) for each project to maximize benefits.

Every year our Sub-grantees are required to respond to NHD's Request for Application for Service Providers (RFA). This process has been used by NHD for many years. The requirements and timeline for submittal are described in the attached RFA. The process will commence in May 2024, with the release of the RFA. Responses will be due back to NHD by **June 2024**. Sub-grantees that continue to perform well in their existing Service Areas are anticipated to be awarded those same Service Areas.

NHD has a Weatherization Administrative Manual (WAM) that is reviewed and updated as necessary. The manual includes overall program management which addresses inventory control, the application process, database operation, management, procurement, and other necessary program information. The WAM is an attachment to this application.

V.8.2 Administrative Expenditure Limits

Pursuant to WAP Memorandum 075, NHD will use the full 15% allowed by DOE for administrative costs, which states that "The 2023 Application Instructions will be amended that not more than 7.5 percent may be used by the Grantee for such purposes, and not less than 7.5 percent must be made available to Subgrantee by the Grantee.

NHD will use only five (5) percent for its administrative costs and provide each of its sub-grantees ten (10) percent for their administrative costs.

NHD utilizes five (5) percent administration for DOE WAP and currently has only three (3) employees. DOE funding provides a small portion of the State's staff salaries, which is approximately twelve (12) percent, and related fringe benefits. NHD is fortunate to have other funding sources for weatherization to cover the remaining portion of salaries and fringe benefits since Nevada's DOE allocation is relatively small.

V.8.3 Monitoring Activities

NHD is not a direct service provider, but instead contracts Subgrantees.

Each Sub-grantee is responsible for administering their program in accordance with the rules and regulations established in 10 CFR, Part 440 and 2 CFR, Part 200, applicable OMB circulars, Weatherization Program Notices, and other procedures DOE may require. Monitoring of Sub-grantees encompasses monitoring policy and procedures outlined in WPN 20-4 and are included in our Sub-grantee Administrative Manual, Field Manuals, and other related documents.

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As identified below, NHD monitoring staff are paid from both the Administrative Budget and the Training and Technical Assistance budget. Based on the current year DOE allocation of \$1,665,130 it is anticipated that 16 percent of the Grantee Administrative budget (\$22,741) and 51 percent of NHD's Training and Technical Assistance budget (\$67,657) will be allotted for monitoring activities for Program Year 2024. The Training and Technical Assistance budget contains a cost of \$10,000 for a contract for Quality Control Inspector (QCI) services and includes cost of vehicles and travel in addition to staffing costs.

Presently the NHD staff primarily involved in the monitoring process include the Grants and Projects Analyst II, the Compliance Inspector, and the Accountant III. For the current program year, NHD is also using a third-party agency, Home Energy Connection, for Quality Control Inspector (QCI) services. Individual duties are further explained in the subsequent details of the monitoring process below.

All Sub-grantees receiving WAP funding are monitored annually, and the monitoring encompasses the following:

- | Financial/Administrative/Procurement
- | Equipment/Inventory/Materials
- | Eligibility
- | Quality Assurance
- | Records Retention
- | Qualifications and Training
- | Feedback and Reporting
- | Onsite Inspections
- | Assessments, Energy Audits and
- | Health & Safety

Office and Financial Review:

The Nevada Housing Division (NHD) conducts a comprehensive Office and Financial Review of each Sub-grantee at least once annually utilizing NHD's monitoring document. The visit consists of the following: file reviews of client files, insurance and maintenance records, financial desk review and annual review of financial statements, an inspection of tools and equipment, and procurement practices. Any required subsequent visit will include a review of corrective action taken on prior findings. The Grants and Projects Analyst II performs the file review and an Accountant III performs the financial review. (The Accountant III is not under the direction of the Weatherization Program Supervisor but instead is under the direction of NHD's Chief Accountant.)

Files are reviewed with regard to income verification/eligibility, completion of all required forms, adherence to priority measures, prioritization of clients (elderly, disabled, children, etc.), and documentation of contractor invoices. Upon completion of the review, an exit interview is conducted with the Sub-grantee's Program Manager or representative, and a written report is submitted within thirty (30) days following the review. The written report identifies any findings, required corrective action, and deliverables within a specified time frame. In cases with findings, concerns, or recommendations, a corrective action plan is included in the monitoring report with a time frame in which to correct or complete. NHD will follow up to ensure these were completed and/or corrected within the specified time frame. In the case of funding issues (ie., a client was deemed ineligible), the Subgrantee will be required to repay the ineligible funds to NHD to restore to the grant. When a Subgrantee has a serious concern, monitoring may be repeated in less than a year to ensure the issues are resolved. NHD works with the Sub-grantee in developing any training or technical assistance designed to correct the identified problems. Failure to comply with the report's recommendations or other corrective actions may result in the withholding of requested funds until resolution has been achieved. A comment card questionnaire is sent to most clients receiving weatherization assistance requesting their opinion on the assistance provided. These questionnaires are reviewed every couple of months by NHD staff and if necessary, forwarded to the respective agency for follow-up. Work detailed above is the responsibility of the Grants and Projects Analyst II.

Each Sub-grantee is required to have an agency-wide audit conducted at the close of their fiscal year. **It must include a Single Audit Report of all Federal funds received by that Sub-grantee (not just Department of Energy funds) if the total received is greater than \$750,000.** Any audit findings regarding the Federally Funded WAP program and corresponding resolutions will be reviewed by the Accountant III and forwarded to the Sub-grantee's president/executive director. The Weatherization Program Supervisor is responsible for oversight of all aspects of the Sub-grantee monitoring process and its successful conclusion.

Description Of On-Site Technical Monitoring:

A minimum ten percent (10%) field review is conducted that includes: measures installed by the Sub-grantees that are inspected by the Weatherization Compliance Inspector and the third-party QCI consultant to ensure compliance with the specifications outlined in Appendix A of 10 CFR, Part 440 (Standards for Weatherization Materials) and energy audits conducted on a DOE approved energy audit tool. During the course of the monitoring visits, the prices being paid for materials are discussed and comparisons are made with respect to the contracted costs approved by the Sub-grantee at the onset of the program year. The prices paid for a specific item will vary from one Sub-

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grantee to the other depending on the availability of materials and the distance from the supplier. Pre, during and post-work inspections are made by NHD staff over the course of the monitoring visit. These inspections are necessary to ensure the measures recommended by the energy audit, incidental repairs, and applicable Health and Safety standards are in fact being followed. Onsite post inspections compare the measures generate from the energy audit to the completed measures. The energy audit tool determines which measures are most cost-effective and ranks them in ascending order. The energy audit tool takes into consideration factors such as type of housing stock, heating/cooling degree days, cost of energy, and installed costs.

For on-site technical monitoring, NHD will perform quality assurance reviews on at least ten percent (10%) of all completed units. The NHD QCI will evaluate whether these processes are performed consistently and correctly or if additional training is required. In cases where significant deficiencies are found during the monitoring visit, NHD will increase the number and frequency of these inspections. Field monitoring in the prior and current year have not revealed any significant deficiencies in either quality of work or final inspection processes.

If a Sub-grantee's QCI fails to adequately inspect the guidelines in the field guide, additional training will be provided and a follow-up visit will be performed. If the follow-up visit still reveals inconsistencies, NHD will require that an independent QCI be hired by the Sub-grantee to do this task, or DOE funds will be re-allocated to another Sub-grantee.

NHD monitoring will be performed by the State Compliance Auditor/Inspector who must be QCI certified prior to undertaking any DOE inspections. In the event that he is not QCI certified, NHD will contract with a QCI certified third party. NHD has a full-time permanent Compliance Auditor/Inspector position, but he is not QCI certified. The position is paid out of the Training and Technical Assistance budget (please see the attached budget for the percentage of salary and fringe benefits). NHD utilizes a Weatherization Inspection Form (WIF) for all final inspections (attached). Presently, the Compliance/Auditor Inspector conducts an exit interview with the third-party inspector (QCI) who provides a formal written summary of field findings. Corrective action on all fails is required with 100% reinspection required by the Sub-grantee field staff. From time to time NHD includes re-inspections of these fails when out in the course of their regular monitoring. Electronic photo or video evidence may be submitted to verify corrections have been made when appropriate. (Please see attached Draft Subgrantee Contract for specific language addressing corrective action procedures.) Upon completion of the on-site technical monitoring, an exit interview is conducted with the Subgrantee's Program Manager or representative, and a written report is submitted to the Subgrantee within thirty (30) days following the monitoring.

In cases where there are findings or concerns, the Compliance Audit/Inspector will include in the report the recommendations for corrective action, which will include the necessary corrections with expected target dates, not to exceed 30 days. Health and Safety measures will have timeframes of 24-72 hours, based on the severity of the issue.

For the current program year, field monitoring is ongoing. As stated above, the Weatherization Compliance Inspections are being conducted by our Weatherization Compliance Audit Investigator, who is QCI certified, with additional services provided by the third-party agency, Home Energy Connection. Based on our current funding application, 104 units are estimated to be completed this program year. Therefore, a minimum of 10% or 10 units will be inspected by NHD.

Through the course of the grant period, each Sub-grantee's financial status reports are continually reviewed to determine the actual program support, material, and health & safety costs of the homes being weatherized. These reviews are necessary to ensure compliance with the average cost per unit is not exceeded. Sub-grantee monthly expenditures are reported by budget category and reviewed by the Grants and Projects Analyst II and NHD accounting staff prior to reimbursement. The method of dealing with various problems which may arise between NHD and its Sub-grantees is dependent upon the severity of the problem. Normally, NHD staff will contact the Subgrantee's program manager and discuss the nature of the problem, determine how and by whom the problem will be resolved, and in what timeframe. If it is determined the problem could be corrected through more in-depth training or technical assistance, NHD will recommend this course of action and ensure that funds are appropriated to do so. Should the problem remain unresolved, the Weatherization Program Supervisor will contact the Sub-grantee explaining that failure to correct the problem could jeopardize future funding.

V.8.4 Training and Technical Assistance Approach and Activities

Training and Technical Assistance (T&TA) Approach and Activities are included in the 2024 State of Nevada T&TA Plan attached to this application. This the third year NHD has used this new template, although the approach and many of the activities remain consistent with prior years.

Percent of overall trainings

Comprehensive Trainings:	44.0
Specific Trainings:	56.0

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Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	95.0
Percent of budget allocated to Crew/Installer trainings:	0.0
Percent of budget allocated to Management/Financial trainings:	5.0

V.9 Energy Crisis and Disaster Plan

The State of Nevada does not intend to use DOE funds for Energy Crisis Relief.