



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY

**State of Florida
Weatherization Assistance
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Florida Department of Economic Opportunity
Meredith Ivey, Acting Secretary
107 East Madison Street
Caldwell Building, 2nd Floor
Tallahassee, Florida 32399



*Weatherization
Works*



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Table of Contents

Executive Summary

Application

Budget

Indirect Cost Rate

Annual File

Master File Narrative

Florida Administrative Register Notice

Policy Advisory Council Members

Public Hearing Transcript

Policy Advisory Council Meeting Minutes

Assurances



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Executive Summary

Florida Department of Economic Opportunity Weatherization Assistance Program (WAP) 2022-2027 WAP Bipartisan Infrastructure Law (BIL) Plan

Executive Summary

The Florida Department of Economic Opportunity (DEO) administers the State of Florida's Weatherization Assistance Program (WAP) to weatherize homes, creating energy efficient homes and reducing costs. WAP is designed to keep Florida's workforce in their homes, build stronger communities, move Floridians towards self-sufficiency, and improve job growth -- leading to healthier Floridians and a stronger workforce.

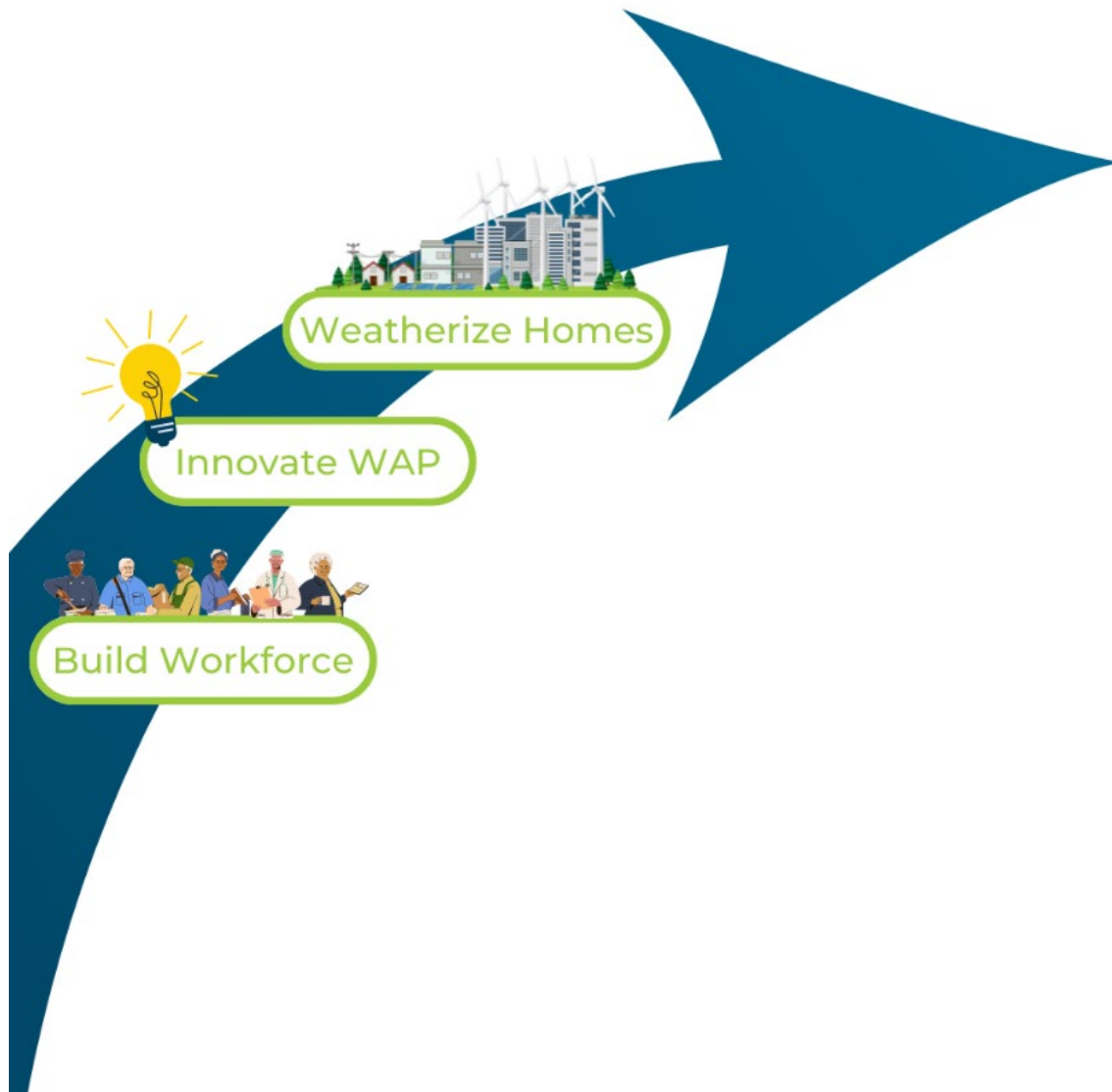
The State of Florida's WAP Bipartisan Infrastructure Law (BIL) Plan for Program Year 2022-2027 serves as Florida's application to the U.S. Department of Energy (DOE) for WAP funds that will cycle for five (5) years. The allocation will be \$93 million in federal residential energy conservation funding. These funds will provide assistance to more than 6,000 households across the state. WAP is administered by DEO, which is primarily responsible for the state's community assistance programs. DEO delivers weatherization services in coordination with other state and local partners and will distribute all WAP BIL funding in accordance with this plan.



The purpose of WAP is to install energy conservation measures in the homes of income-eligible persons, especially homes occupied by the elderly, persons with disabilities, and children. Funds are targeted to the most cost-effective conservation measures, which are determined by conducting an on-site energy audit of the dwelling. WAP aims to help reduce national energy consumption and carbon emissions and lessen the impact of higher energy costs on low-income families. It also improves the health and safety of households that participated in WAP.

WAP contributes to the quality of life of low-income residents. Each dollar spent in program activities is expected to result in a savings of about \$3 in energy cost over the life of the installed measures – money that is returned to local economies across the state. The health and safety benefits provided by program administrators – installing carbon monoxide detectors, correcting conditions that may allow dangerous mold to grow in assisted units, or replacing unsafe heating systems that could cause a fire – can save lives.

Florida implements WAP through a network of local providers with expertise in energy conservation. These subrecipients provide energy conservation services using their own trained crews or by subcontracting work to qualified contractors. To achieve a successful WAP program, DEO plans to build a more sustainable WAP workforce, improve and innovate the existing WAP program, and weatherize homes.



Energy conservation measures funded through the program range from air sealing and insulating single-family homes to replacing heating systems. WAP assists in all types of housing units, including single and multi-family housing, manufactured housing, and group homes, and provides services in each of the state's 67 counties.

Below are implementation steps for the WAP program:

Establish Governance and Set Expectations

- Developing governance (Policy Advisory Council, Task Force, subrecipient network)
- Establishing subrecipient roles and responsibilities (subrecipient network)
- Developing framework and tools for compliance
- Set performance expectations (production and expenditures targets)

Capacity Building

- Building the workforce
- Training the workforce
- Training the Subrecipients

Oversight

- Program Management
- Procurements
- Monitoring
- Holding subrecipients accountable

Risk Management

- Assess risk
- Minimize Barriers to Implementation
- Prevent fraud, waste, and abuse

Measure Outcomes

- Reporting Information Management System
- Procurements



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Application

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

1. Type of Submission:		2. Type of Application:		If Revision, select appropriate letter(s)	
<input type="checkbox"/> Preapplication		<input checked="" type="checkbox"/> New			
<input checked="" type="checkbox"/> Application		<input type="checkbox"/> Continuation		Other (specify):	
<input type="checkbox"/> Changed/Corrected Application		<input type="checkbox"/> Revision			
3. Date Received			4. Applicant Identifier:		
5a. Fed Entity Identifier:			5b. Federal Award Identifier: DE-EE0009980		
State Use Only:					
6. Date Received by State:			7. State Application Identifier:		
8. APPLICANT INFORMATION:					
a. Legal Name: Florida State of					
b. Employer/Taxpayer Identification Number (EIN/TIN): 364706134			c. UEI: WVR6ECT1G9F8		
d. Address:					
Street 1: 107 E. Madison St. MSC-400					
Street 2:					
City: Tallahassee					
County: LEON County					
State: FL					
Province:					
Country: U.S.A.					
Zip / Postal Code: 323990000					
e. Organizational Unit:					
Department Name: Florida Department of Economic Opportunity			Division Name: Community Development		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Ms		First Name: Debbie			
Middle Name:					
Last Name: Smiley					
Suffix:					
Title: Bureau Chief					
Organizational Affiliation: Florida Department of Economic Opportunity					
Telephone Number: 8507178467			Fax Number: 8504882488		
Email: Debbie.Smiley@deo.myflorida.com					

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: Bipartisan Infrastructure Law

12. Funding Opportunity Number:

DE-WBI-0002022

Title:

2022 WAP Bipartisan Infrastructure Law

13. Competition Identification Number:

Title:

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

Statewide

15. Descriptive Title of Applicant's Project:

Weatherization Assistance Program for Low-Income Persons

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

16. Congressional District Of:

a. Applicant: Florida Congressional District 02

b. Program/Project: FL-02

Attach an additional list of Program/Project Congressional Districts if needed:**17. Proposed Project:**

a. Start Date: 07/01/2022

b. End Date: 06/30/2027

18. Estimated Funding (\$):

a. Federal	93,648,158.00
b. Applicant	0.00
c. State	0.00
d. Local	0.00
e. Other	0.00
f. Program Income	0.00
g. TOTAL	93,648,158.00

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: Ms First Name: Caroline

Middle Name: B.

Last Name: Womack

Suffix:

Title: Deputy Chief Financial Officer

Telephone Number: 8502457126

Fax Number:

Email: Caroline.Womack@deo.myflorida.com

Signature of Authorized Representative: Signed Electronically

Date Signed: 04/29/2022

Authorized for Local Reproduction

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



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Budget

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009980		2. Program/Project Title Weatherization Assistance Program: Bipartisan Infrastructure Law	
3. Name and Address Florida State of 107 E. Madison Street Tallahassee, FL 323990000	4. Program/Project Start Date 07/01/2022		5. Completion Date 06/30/2027

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Federal	81.042	\$ 0.00		\$ 93,648,158.00		\$ 93,648,158.00
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 93,648,158.00	\$ 0.00	\$ 93,648,158.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRATI ON	(2) SUBGRANTEE ADMINISTRATI ON	(3) GRANTEE T&TA	(4) SUBGRANTEE T&TA	
a. Personnel	\$ 974,225.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 974,225.00
b. Fringe Benefits	\$ 370,205.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ 370,205.50
c. Travel	\$ 0.00	\$ 0.00	\$ 794,248.00	\$ 0.00	\$ 794,248.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
f. Contract	\$ 5,104,313.50	\$ 7,023,612.00	\$ 7,386,435.00	\$ 8,180,684.00	\$ 90,934,611.50
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
i. Total Direct Charges	\$ 6,448,744.00	\$ 7,023,612.00	\$ 8,180,683.00	\$ 8,180,684.00	\$ 93,073,290.00
j. Indirect Costs	\$ 574,868.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 574,868.00
k. Totals	\$ 7,023,612.00	\$ 7,023,612.00	\$ 8,180,683.00	\$ 8,180,684.00	\$ 93,648,158.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0009980		2. Program/Project Title Weatherization Assistance Program: Bipartisan Infrastructure Law	
3. Name and Address Florida State of 107 E. Madison Street Tallahassee, FL 323990000	4. Program/Project Start Date 07/01/2022		
	5. Completion Date 06/30/2027		

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 93,648,158.00	\$ 0.00	\$ 93,648,158.00

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) FINANCIAL AUDITS	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 974,225.00
b. Fringe Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 370,205.50
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 794,248.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
f. Contract	\$ 54,512,760.00	\$ 8,176,807.00	\$ 220,000.00	\$ 330,000.00	\$ 90,934,611.50
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other Direct Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
i. Total Direct Charges	\$ 54,512,760.00	\$ 8,176,807.00	\$ 220,000.00	\$ 330,000.00	\$ 93,073,290.00
j. Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 574,868.00
k. Totals	\$ 54,512,760.00	\$ 8,176,807.00	\$ 220,000.00	\$ 330,000.00	\$ 93,648,158.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

U.S. DEPARTMENT OF ENERGY



BUDGET JUSTIFICATION FOR FORMULA GRANTS

Applicant: Florida State of
Award number: EE0009980

Budget period: 07/01/2022 - 06/30/2027

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>
Chief, Bureau of Economic Self-Sufficiency	This position serves as the Chief of the Bureau of Economic Self-Sufficiency administering the Weatherization Assistance Program, Low Income Home Energy Assistance Program and Community Services Block Grant. HHS, LIHEAP, and CSBG funding to cover remainder of staff time.
WAP - Community Program Manager	Administration of contracting, monitoring, evaluation, training and technical assistance for the program.
Government Operations Consultant III (GOC III)	Serves as the Technical Lead, high-level Contract Manager for Weatherization. Normal DOE funding formula and HHS-WAP to cover remainder of staff time
Government Operations Consultant III (GOC III)	Serves as the Policy Team Lead, high-level Contract Manager for Weatherization. Normal DOE funding formula and HHS-WAP to cover remainder of staff time
Government Operations Consultant II (GOC II)	Serves as a subrecipient grant manager/program monitor and provides technical assistance and training through on-site visits and program analysis. HHS-LIHEAP and CSBG funding to cover remainder of staff time.
Government Operations Consultant II (GOC II)	Serves as a subrecipient grant manager/program monitor and provides technical assistance and training through on-site visits and program analysis. HHS-LIHEAP and CSBG funding to cover remainder of staff time.
Government Operations Consultant II (GOC II)	Serves as a subrecipient grant manager/program monitor and provides technical assistance and training through on-site visits and program analysis. HHS-LIHEAP and CSBG funding to cover remainder of staff time.
Government Operations Consultant II (GOC II)	Serves as a subrecipient grant manager/program monitor and provides technical assistance and training through on-site visits and program analysis. HHS-LIHEAP and CSBG funding to cover remainder of staff time.
Government Operations Consultant II (GOC II)	Serves as a subrecipient grant manager/program monitor and provides technical assistance and training through on-site visits and program analysis. HHS-LIHEAP and CSBG funding to cover remainder of staff time.

Direct Personnel Compensation:

<u>Position</u>	<u>Salary/Rate</u>	<u>Time</u>	<u>Direct Pay</u>
Chief, Bureau of Economic Self-Sufficiency	\$459,500.00	43.0000 % FT	\$197,585.00
WAP - Community Program Manager	\$300,990.00	100.0000 % FT	\$300,990.00
Government Operations Consultant III (GOC III)	\$240,000.00	50.0000 % FT	\$120,000.00
Government Operations Consultant III (GOC III)	\$222,500.00	50.0000 % FT	\$111,250.00
Government Operations Consultant II (GOC II)	\$197,600.00	25.0000 % FT	\$49,400.00
Government Operations Consultant II (GOC II)	\$195,000.00	25.0000 % FT	\$48,750.00

Government Operations Consultant II (GOC II)	\$195,000.00	25.0000 % FT	\$48,750.00
Government Operations Consultant II (GOC II)	\$195,000.00	25.0000 % FT	\$48,750.00
Government Operations Consultant II (GOC II)	\$195,000.00	25.0000 % FT	\$48,750.00
		Direct Pay Total	\$974,225.00

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.
Employer contribution rates are set by State and Federal law. On average, employer contribution rates for program year 2022 are approximately 38% of employee's salaries. Employer contribution rates are composed of social security (approximately 6.2%), state retirement (approximately 8.85%), health/life/disability insurance (22.70%), and pretax administrative assessments (.25%). Please note that these percentages vary per employee depending on the benefit selection.

Fringe Benefits Calculations

<u>Position</u>	<u>Direct Pay</u>	<u>Rate</u>	<u>Benefits</u>
Chief, Bureau of Economic Self-Sufficiency	\$197,585.00	38.0000 %	\$75,082.30
WAP - Community Program Manager	\$300,990.00	38.0000 %	\$114,376.20
Government Operations Consultant III (GOC III)	\$120,000.00	38.0000 %	\$45,600.00
Government Operations Consultant III (GOC III)	\$111,250.00	38.0000 %	\$42,275.00
Government Operations Consultant II (GOC II)	\$49,400.00	38.0000 %	\$18,772.00
Government Operations Consultant II (GOC II)	\$48,750.00	38.0000 %	\$18,525.00
Government Operations Consultant II (GOC II)	\$48,750.00	38.0000 %	\$18,525.00
Government Operations Consultant II (GOC II)	\$48,750.00	38.0000 %	\$18,525.00
Government Operations Consultant II (GOC II)	\$48,750.00	38.0000 %	\$18,525.00
		Fringe Benefits Total	\$370,205.50

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.

<u>Purpose of Trip</u>	<u>Number of Trips</u>	<u>Cost Per Trip</u>	<u>Total</u>
50 State Public Hearing & Policy Advisory Council (Potential Trips) at \$685.00 each = \$34,250.00 (All travel will be made in accordance with State policies)	50	\$685.00	\$34,250.00
80 Department of Energy Training Opportunities @ \$1,500.00 each = \$120,000.00 (All travel will be made in accordance with State policies)	80	\$1,500.00	\$120,000.00
300 Statewide Monitoring, Training & Technical Assistance visits to Subgrantees @ \$950.00 each = \$285,000.00 Florida utilizes percentage of other funding source to supplement additional state monitoring costs. (All travel will be made in accordance with State policies)	300	\$950.00	\$285,000.00

40 National Association of State Community Services Programs (NASCSPP) Conferences for 4 Team Members, Twice a Year at \$3,000.00 each = \$120,000.00. (All travel will be made in accordance with State policies)	40	\$3,000.00	\$120,000.00
50 Training sessions for 10 staff members (Tier 1) @ \$1,499.96 each = \$74,998.00 (All travel will be made in accordance with State policies)	50	\$1,499.96	\$74,998.00
60 Various Statewide Meetings @ \$1,000.00 each = \$60,000.00 (All travel will be made in accordance with State policies)	60	\$1,000.00	\$60,000.00
50 Training sessions for 10 staff members (Tier 2) @ \$2,000.00 each = \$100,000.00 (All travel will be made in accordance with State policies)	50	\$2,000.00	\$100,000.00
		Travel Total	\$794,248.00

- 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.

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
-----------	-----------	--------	------------	-----------------------

- 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.

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
------------------	------	-----------------------

- 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.

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

Name of Proposed Sub	Total Cost	Basis of Cost*
----------------------	------------	----------------

Contractual Services - Programmatic/Technical Monitor - T&TA Activities	\$1,800,000.00	\$360,000.00/5 years Consultant(s) to assist with WAP programmatic monitoring and technical site monitoring.
Contractual Services - WAP Outreach Consultant - T&TA Activities	\$1,000,000.00	\$200,000.00/5 years Consultant(s) to assist with WAP outreach, networking, and marketing during BIL.
Contractual Services - Quality Assurance Inspector - T&TA Activities	\$2,000,000.00	\$400,000.00/5 years Procurement of Quality Assurance Inspector (QAI) - Outsourcing costs to the State office for conducting it's QAI during Subrecipient monitoring visits.
Contractual Services - Grant Management Software - T&TA Activities	\$1,500,000.00	\$300,000.00/5 years Improvements for web based reporting system utilized by Subrecipients for submitting monthly reports and collecting client level data statistics. Includes associated monthly maintenance agreement charges.
Contractual Services - Solar PV Pilot Program Consultant - T&TA Activities	\$1,500,000.00	\$300,000.00/5 years Consultant(s) to assist with submittal of the Weatherization Grantee Renewable Energy Technology Application to DOE and Solar PV Pilot Program startup activities. Consultant(s) will write a Florida Solar PV Pilot Program Plan.
Contractual Services - WAP Workforce Consultant - T&TA Activities	\$1,000,000.00	\$200,000.00/5 years Consultant(s) to assist with workforce development, needs assessments, and workforce credential planning. Consultant(s) will write a Florida Workforce Development Plan.
Contractual Services - Florida Association for Community Action	\$2,440,755.50	\$488,151.10/5 years Annual Statewide Conference - Venue, training materials, speakers; FACA will plan, coordinate, and facilitate Weatherization T&TA activities in collaboration with the Florida Weatherization Network represented members of FACA and DEO staff. Training topics include but are not limited to: Energy Auditor Certification Training for Single Family and Multifamily, Quality Control Inspector (QCI) form, Crew Leader Training, EPA Certified Renovator Training, Combustion Appliance Zone (CAZ) Refresher Training, Health and Safety Training for ASHRAE 62.2, OSHA 1 Construction Safety - Personal Protective Equipment, and other Health and Safety trainings as identified by DEO and FACA, HVAC Fundamentals, Gas Testing and Air Sealing, Weatherization Installer/Technician Fundamentals, Weatherization 101 including Principles of home-energy efficiency and building science, and NEAT/MHEA training including energy modeling and energy audits. Curriculum should follow Department of Energy's Weatherization Installer/Technician guidelines
Subrecipients Listed in Annual File, Section IV.1	\$78,443,856.00	Includes all funds allocated to: Subrecipient Administration, Subrecipient T&TA, Program Operations, Health and Safety, Liability Insurance, Single Audit.

Contractual Services - WAP Technical Consultant - T&TA Activities	\$1,250,000.00	\$250,000.00/5 years Consultant to assist with technical aspects of the Weatherization Assistance Program. Consultant will receive certifications from the Building Performance Institute (BPI) and provide the Weatherization network with training, guidance, and technical oversight.
Contracts and Subgrants Total	\$90,934,611.50	

*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
---------------------	------	-----------------------

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.

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.

DEO has an approved indirect cost rate agreement (NICRA) with it's Federal Cognizant Agency (USDOL).

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.

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

Name:

Phone Number:

Indirect costs calculations:

Indirect Cost Account	Direct Total	Indirect Rate	Total Indirect
DEO Salaries - Personnel & Benefits	\$1,344,431.00	42.7592 %	\$574,867.94
		Indirect Costs Total	\$574,867.94



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Indirect Cost Rate Package

NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA)

NON-FEDERAL ENTITY:
 Florida Department of Economic
 Opportunity
 Caldwell Building 107 E. Madison St.
 Tallahassee, FL 32399

EIN: 36-4706134

DATE: 11/3/2021
FILE REFERENCE: This
 replaces the agreement dated
 10/5/2020

The indirect cost rate(s) contained in this Agreement are for use on grants, contracts, and other agreements with the Federal Government. This Agreement was negotiated by **Florida Department of Economic Opportunity** (non-Federal entity) and the **U.S. Department of Labor** in accordance with the authority contained in the Federal Acquisition Regulation (FAR) for commercial entities, or Title 2 of the Code of Federal Regulations, Part 200 for nonprofit and state/local entities. This Agreement is subject to the limitations in Section II, A, below.

When applicable, the rates presented in this Agreement may only be applied to: (1) cost-reimbursement contracts and (2) actual costs for materials in time-and-materials (T&M) contracts. Any indirect rates for labor costs in T&M, labor-hour and fixed-price contracts must be negotiated with the Contracting Officer during pre-award in accordance with FAR Part 15.404-1(c).

SECTION I: RATES

<u>TYPE</u>	<u>APPROVAL</u>	<u>FROM</u>	<u>TO</u>	<u>RATE</u>	<u>BASE</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
Indirect	Final	07/01/2020	06/30/2021	28.93%	SW-1	Loc-1	AP-2
Indirect	Final	07/01/2020	06/30/2021	39.66%	SW-1	Loc-1	AP-3
Indirect	Final	07/01/2020	06/30/2021	4.41%	SW-1	Loc-1	AP-4
Indirect	Final	07/01/2020	06/30/2021	41.15%	SW-1	Loc-1	AP-5
Indirect	Final	07/01/2020	06/30/2021	38.45%	SW-1	Loc-1	AP-6
Indirect	Final	07/01/2020	06/30/2021	31.51%	SW-1	Loc-1	AP-7
Indirect	Provisional	07/01/2021	06/30/2023	29.11%	SW-1	Loc-1	AP-8
Indirect	Provisional	07/01/2021	06/30/2023	42.76%	SW-1	Loc-1	AP-9
Indirect	Provisional	07/01/2021	06/30/2023	4.94%	SW-1	Loc-1	AP-10

(SEE SPECIAL REMARKS)

BASE:

SW-1: Total direct salaries and wages including vacation, holiday, sick pay, other paid absences, and all applicable fringe benefits.

LOCATION:

Loc-1: All Locations
 Loc-1: All Locations
 Loc-1: All Locations
 Loc-1: All Locations

APPLICABLE TO:

AP-2: Workforce DEO In-House Program
 AP-3: Workforce Board Services Program
 AP-4: Workforce Jointly Managed Program
 AP-5: Community Development Program

LOCATION:	APPLICABLE TO:
Loc-1: All Locations	AP-6: Strategic Business Development Program
Loc-1: All Locations	AP-7: Facilities Services Program
Loc-1: All Locations	AP-8: DEO In-House Programs
Loc-1: All Locations	AP-9: DEO Oversight Programs
Loc-1: All Locations	AP-10: Workforce Jointly-Managed Programs

TREATMENT OF FRINGE BENEFITS: Fringe benefits are specifically identified to each employee and/or are charged individually as direct or indirect cost (as applicable). See Special Remarks section of this Agreement for more details.

TREATMENT OF PAID ABSENCES: Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

SECTION II: GENERAL

A. LIMITATIONS:

Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:

1. No costs other than those incurred by the non-Federal entity or contractor were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the non-Federal entity and allowable under the governing cost principles.
2. The same costs that have been treated as indirect costs have not been claimed as direct costs.
3. Similar types of costs have been accorded consistent treatment.
4. The information provided by the non-Federal entity or contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate by the Federal government. In such situations, the rate(s) may be subject to renegotiation at the discretion of the Federal government.
5. The rates cited in this Agreement are subject to audit.
6. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate(s) cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
7. Contracts/grants providing for ceilings as to the indirect cost rate(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.

8. Administrative costs consist of all Direct and Indirect costs associated with the management of a non-Federal entity's programs. Non-Federal entities should refer to their contracts/grants terms and specific program legislation for the applicable definition of Administrative Costs and any related limitations.

B. ACCOUNTING CHANGES: This agreement is based on the accounting system purported by the non-Federal entity or contractor to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval from the Cost & Price Determination Division (CPDD). Such changes include, but are not limited to changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. NOTIFICATION TO FEDERAL AGENCIES: A copy of this document is to be provided by the non-Federal entity or contractor to other Federal funding sources as a means of notifying them of the Agreement contained herein.

D. DEFINITION OF RATES:

1. Final rate means an indirect cost rate applicable to a specified past period which is based on the actual costs of the period. A final rate is not subject to adjustment.
2. Provisional rate or billing rate means a temporary indirect cost rate applicable to a specified period which is used for funding, interim reimbursement, and reporting indirect costs on Federal awards pending the establishment of a final rate for the period.
3. Predetermined rate means an indirect cost rate, applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment.
4. Fixed rate means an indirect cost rate which has the same characteristics as a predetermined rate, except that the difference between the estimated costs and the actual costs of the period covered by the rate is carried forward as an adjustment to the rate computation of a subsequent period.

The Special Remarks section of this agreement may include a carry forward amount(s) for the applicable fiscal year(s).

E. SPECIAL REMARKS:

1. Provisional/Final Rate approval and impact to closeout adjustments:

When seeking initial reimbursement of indirect costs using the provisional/final rate methodology, a provisional proposal must be submitted within 90 days of receiving a Federal award (financial assistance, grants, cooperative agreements, and cost reimbursable contracts) that requires accounting for actual costs incurred. The non-Federal entity or contractor must submit an indirect

cost rate proposal within six (6) months after the end of their fiscal year to establish a final rate.

Once a final rate is negotiated, billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the non-Federal entity or contractor may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the non-Federal entity or contractor will be required to reimburse the funding agency for the excess billings.

Non-Federal entities or contractors receiving a Federal cost reimbursable contract(s) - Must adhere with FAR 52.216-7(d)(2)(v), to settle final indirect cost rates typically on an annual basis:

“The contractor shall update the billings on all contracts to reflect the final settled rates and update the schedule of cumulative direct and indirect costs claimed and billed, as required in paragraph (d)(2)(iii)(I) of this sections, within 60 days after settlement of final indirect cost rates.”

In addition, the contractor shall provide to the Contracting Officer the noted cumulative costs schedule within 60 days of the execution of this agreement.

If the non-Federal entity or contractor has completed performance under any of the contracts covered by this Agreement, a final invoice or voucher must be submitted no later than 120 days from the date on which this Agreement is executed, following guidance from FAR 52.216-7(d)(5) and FAR 52.216-7(h).

Non-Federal entities receiving Federal awards (financial assistance, grants, and cooperative agreements) – Note that even if Federal awards are administratively closed prior to the settlement of final indirect cost rates, non-Federal entities still must comply with the following 2 CFR Part 200 clauses stating, in part:

§200.344 Post-closeout adjustments and continuing responsibilities

(a) The closeout of a Federal award does not affect any of the following:

- (1) The right of the Federal awarding agency or pass-through entity to disallow costs and recover funds on the basis of a later audit or other review. The Federal awarding agency or pass-through entity must make any cost disallowance determination and notify the non-Federal entity within the record retention period.
- (2) The obligation of the non-Federal entity to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments.

§200.345 Collection of amounts due

(a) Any funds paid to the non-Federal entity in excess of the amount to which the non-Federal entity is finally determined to be entitled under the terms of the Federal award constitute a debt to the Federal Government.

- (b) Except where otherwise provided by statutes or regulations, the Federal awarding agency will charge interest on an overdue debt in accordance with the Federal Claims Collection Standards (31 CFR parts 900 through 999). The date from which interest is computed is not extended by litigation or the filing of any form of appeal.
2. Fringe benefits include the following: Retirement, Social Security, Group Health Insurance, Life Insurance, Senior Management Disability Insurance, and Pre-Tax Benefits.
 3. Equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition. The capitalization threshold for equipment is \$5,000.
 4. The indirect salaries approved as part of the Rate/CAP in Section I comply with the applicable ETA TEGL 5-06 and/or Job Corps salary and bonus restrictions.

ACCEPTANCE

BY THE NON-FEDERAL ENTITY:

Florida Department of Economic Opportunity
 Caldwell Building 107 E. Madison Street
 Tallahassee, FL 32399

(Non-Federal Entity)


 (Signature)

~~Will Currie~~ *Caroline Womack*
 (Name)

Interim
 Chief Financial Officer
 (Title)

11/3/21
 (Date)

**BY THE COGNIZANT AGENCY FOR
 INDIRECT COSTS, ON BEHALF OF THE
 U.S. FEDERAL GOVERNMENT:**

U.S. Department of Labor
 Cost & Price Determination Division
 200 Constitution Ave., N.W., S-1510
 Washington, DC 20210

(U.S. Federal Government Agency)

Damon Tomchick Digitally signed by Damon Tomchick
 Date: 2021.11.03 03:30:00 -04'00'
 (Signature)

for
 Victor M. López
 (Name)

Chief, Cost & Price Determination Division
 (Title)

11/3/2021
 (Date)

Negotiated By: Damon Tomchick
 Office Phone: (240) 475-2786
 Email: tomchick.damon@dol.gov



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Annual File

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

(Grant Number: EE0009980, State: FL, Program Year: 2022)

IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Bay County Council on Aging, Inc. (Panama City)	\$2,163,625.00 135
Brevard County Board of County Commissioners (Melbourne)	\$2,556,603.00 179
Capital Area Community Action Agency, Inc. (Tallahassee)	\$3,808,134.00 317
Central Florida Community Action Agency, Inc. (Gainesville)	\$4,412,670.00 384
Centro-Campesino Farmworker Center, Inc. (Florida City)	\$11,317,181.00 1,148
Community Action Program Committee, Inc. (Pensacola)	\$6,263,690.00 589
Lake Community Action Agency, Inc. (Eustis)	\$2,005,736.00 118
Meals on Wheels, Etc., Inc. (Sanford)	\$2,151,899.00 134
Miami-Dade County (Miami)	\$5,263,137.00 478
Mid Florida Community Services, Inc. (Brooksville)	\$6,390,813.00 603
Monroe County Board of County Commissioners (Key West)	\$1,026,157.00 10
Northeast Florida Community Action Agency, Inc. (Jacksonville)	\$6,525,606.00 618
Osceola County Council on Aging, Inc. (Kissimmee)	\$5,521,352.00 507
Pinellas County Urban League, Inc. (St. Petersburg)	\$3,312,714.00 263
St. Johns Housing Partnership, Inc. (St. Augustine)	\$3,173,226.00 247
Step Up Suncoast, Inc. (Sarasota)	\$3,101,839.00 239
TO BE DETERMINED (Tallahassee)	\$2,867,720.00 213
TO BE DETERMINED (Brooksville)	\$6,581,754.00 624
Total:	\$78,443,856.00 6,806

IV.2 WAP Production Schedule

Weatherization Plans	Units
Total Units (excluding reweatherized)	6,806
Rewatherized Units	0
Average Unit Costs, Units subject to DOE Project Rules	
VEHICLE & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)	

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

(Grant Number: EE0009980, State: FL, Program Year: 2022)

A	Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B	Total Units Weatherized	6,806
C	Total Units Reweatherized	0
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	6,806
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	\$54,512,760.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	6,806
H	Average Program Operations Costs per Unit (F divided by G)	\$8,009.52
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$8,009.52

IV.3 Energy Savings

Method used to calculate savings: WAP algorithm Other (describe below)

	Units	Savings Calculator (MBtus)	Energy Savings
This Year Estimate	6806	29.3	199416
Prior Year Estimate	476	29.3	13947
Prior Year Actual	416	29.3	12189

Method used to calculate savings description:

IV.4 DOE-Funded Leveraging Activities

During BIL Program Year (PY) 2022-2027, Florida will not utilize any Department of Energy (DOE) funding for leveraged activities.

IV.5 Policy Advisory Council Members

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

Melvin Philpot	Type of organization: For-profit or Corporate (not a financial institution or utility) Contact Name: Phone: 4079429332 Email: melvin.philpot@duke-energy.com
Mr. Al Miller	Type of organization: Non-profit (not a financial institution) Contact Name: Phone: 8639563491 Email: amiller@alpi.org
Ms. Amy Yount	Type of organization: Local agency Contact Name: Phone: 94182728877901 Email: ayount@stepupsuncoast.org
Ms. Karen Hagan	Type of organization: Unit of State Government Contact Name: Phone: 8504120085 Email: karen.hagan@apdcares.org
Ms. Keantha Moore	Type of organization: Unit of State Government Contact Name: Phone: 8502457413 Email: keantha.moore@deo.myflorida.com
	Type of organization: Local agency

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

(Grant Number: EE0009980, State: FL, Program Year: 2022)

Ms. Kenya Woodward	Contact Name: Phone: 9549408041 Email: admin@faca.org
Ms. Paige Baker	Type of organization: Unit of State Government Contact Name: Phone: 8504142390 Email: bakerm@elderaffairs.org
Ms. Shila Salem	Type of organization: Unit of State Government Contact Name: Phone: 8507174518 Email: shila.salem@myflfamilies.com
Terry Mutch	Type of organization: Local agency Contact Name: Phone: 8502222043 Email: terry.mutch@cacaainc.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
09/28/2022	Notice ran in the Florida Administrative Register (FAR)
09/28/2022	Notice appeared on FL Department of Economic Opportunity Website
10/10/2022	Public Hearing Held; Transcript Pending

IV.7 Miscellaneous

Recipient Business Officer

The representative is authorized to act on the behalf of the Grantee to negotiate the award. All DOE official correspondence related to the award will be addressed to the Recipient Business Officer.

Debbie Smiley, Chief
Bureau of Economic Self-Sufficiency
Division of Community Development
Florida Department of Economic Opportunity
107 East Madison Street, MSC- 400
Tallahassee, Florida 32399
Phone (850) 7178467

Principal Investigator

The technical representative is authorized to act on behalf of the Grantee as project manager for the award. The Grantee's Principal Investigator is the prime point of contact for the DOE Project Officer during the project period of performance and will receive a copy of all DOE official correspondence related to the award.

Danielle McNair, Interim Community Program Manager
Bureau of Economic Self-Sufficiency,
Division of Community Development
Florida Department of Economic Opportunity

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

(Grant Number: EE0009980, State: FL, Program Year: 2022)

107 East Madison Street, MSC400

Tallahassee, FL 323996508

Phone (850) 7178468

State Plan Review and Submittal

Submittal of the BIL State Plan is subject to review and approval by Executive Office of the Governor (EOG).

Florida WAP Service Provider Termination

Suwannee River Economic Council notified DEO of their wish to terminate their status as a Weatherization Assistance Program service provider in March 2022. A permanent service provider for Madison, Taylor, Hamilton, Suwannee, Lafayette, Gilchrist, Dixie, Union, Columbia, and Bradford County will be selected through the appropriate competitive application process within the next six to eight months. Capital Area Community Action Agency has been named the temporary service provider until a permanent provider is selected.

Tampa-Hillsborough Action Plan was terminated by the DEO on November 1, 2022. A permanent service provider for Polk and Hillsborough County will be selected through the appropriate competitive application process within the next six to eight months. Mid Florida Community Services has been named the temporary service provider until a permanent provider is selected.

Public Hearing

The BIL State Plan public hearing has been scheduled for Monday, October 10, 2022. DEO was unable to hold a public hearing ahead of the October 1, 2022 deadline due to internal routing constraints. Once the public hearing is held and a transcript is provided to DEO, DEO will incorporate this transcript into the BIL State Plan and inform DOE.

Policy Advisory Council

Please see Policy Advisory Council member profiles attached to SF-424.

Davis Bacon Act Compliance

DEO will comply with the Davis Bacon Act, as required.

Buy American Provisions

Buy American Provisions will be in place for any funds used on public buildings, as required.

Solar PV Pilot Program

DEO WAP will be working on establishing and implementing a Solar PV Pilot Program. DEO will work with federal and state partners to obtain guidance on its implementation. It is understood that the process can take years to implement due to the technical nature of solar; however, DEO plans on using expert/consultant services in efforts to create a robust addition to the weatherization program.

Workforce Development

DEO WAP plans on working and establishing a workforce partnership(s) with local and state entities for the purpose of assisting with the ramp-up in production within the State of Florida. The workforce development component will serve to assist WAP Subgrantees handle the influx of dwellings and to ensure consistent workforce is available for the weatherization of units.



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Master File Narrative

V.1.1. Approach to Determining Client Eligibility

All dwelling units to be weatherized shall be determined eligible in such a manner to ensure that each weatherized unit meets the qualifications of 10 CFR 440.22, "Eligible Dwelling units." Eligibility may be categorical or traditional.

Categorical Eligibility:

Categorical eligibility applies when one or more persons living in the dwelling unit has received cash assistance payments under Title IV or XVI of the Social Security Act, or applicable state or local law at any time during the 12 months preceding the determination of eligibility for weatherization assistance; or one or more persons in the unit is eligible for assistance under the Low Income Home Energy Assistance Act of 1981, provided that such basis is at least 200 percent of the poverty level.

Additionally, categorical eligibility will expand to include U.S. Department of Housing and Urban Development's (HUD) means-tested programs' income qualifications at or below 80 percent of Area Median Income. (Examples of HUD program but not limited to Community Development Block Grants (CDBG), HOME Investment Partnerships Program (HOME), Lead Hazard Control & Healthy Homes Program (OLHCHH), etc.).

Certification 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 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.

Traditional Eligibility:

Traditional eligibility applies to any household whose income is at or below 200 percent of the poverty level determined in accordance with criteria established by the Director of the Office of Management and Budget for the 12 months preceding the application.

All income documentation/information must be recertified after 180 days of the original income verification date. If it is determined that a Subgrantee weatherizes a dwelling of a household that does not meet the income eligibility guidelines in WAP, that Subgrantee will be required to reimburse WAP the total cost of the weatherization activity and generated Program Support (PS).

Describe what household eligibility basis will be used in the Program.

A household shall be defined as a family unit meeting the qualifications listed above to qualify for weatherization. In Florida, any household meeting either categorical or traditional eligibility would be eligible to receive WAP benefits.

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

Florida will follow the guidance provided by the U.S. Department of Health and Human Services (HHS) under the Low-Income Home Energy Assistance Program (LIHEAP) available at:

[LIHEAP IM HHS Guidance on the Use of Social Security Numbers \(SSNs\) and Citizenship Status Verification](#)

V.1.2 Approach to Determining Building Eligibility

Procedures to determine that units weatherized have eligibility documentation:

Single-Family dwellings with clear proof of ownership are eligible units for weatherization. The Subgrantee is required to collect proof of ownership documentation from applicants and maintain this proof in the client file.

No dwelling unit may be weatherized without documentation that the dwelling unit is an eligible unit. During the initial client application process, the application must provide evidence or income documentation satisfactory to the Subgrantee outreach worker that the household meets the eligibility requirements. The documentation must be maintained in the client file and made available for inspection by the Subgrantee and state staff. In accordance with the U.S. Department of Energy (DOE) Weatherization Program Notice 21-3, DEO will follow the calculation method as outlined in Florida Policy & Procedure manual. The method of calculation shall be determined by the Grantee and will be applied uniformly by all Subgrantees.

Determine eligibility based on owner documentation and income document for renters

DEO requires the subgrantee obtain applications from renters that have applied for weatherization services before investing any funds in the project and to determine eligibility to weatherization services under 10 CFR Part 440.22. DEO requires that subgrantees enter into a written agreement with owners of rental buildings that will receive weatherization assistance, using a form provided by DEO and located in the WAP Policy and Procedures Manual under 'WAP Landlord Permission to Perform Assessment and Inspections for Rental Units Agreement,' (Landlord Agreement) before any funds are invested in a project. The agreement names the tenants as third-party beneficiaries of the agreement, to establish certain rights.

In accordance with Federal rules and guidance intended to limit undue or excessive enhancement of the value of rental units resulting from investment of weatherization funds, DEO may require landlords to contribute to the cost of the weatherization work scope as a condition of receiving assistance. Furthermore, naming the tenant as a third-party beneficiary provides the tenant with recourse in the legal system if a building owner violates the terms of the agreement.

DEO renter procedure will require that:

- Written permission of the building owner is received before any work commences;
- Benefits of weatherization assistance primarily accrue to the low-income tenants residing in the rental units;
- Tenants and owners are notified in writing of their rights and the procedures tenants may follow to complain or appeal should improper rent increases occur;

- No undue or excessive enhancement of the value of the assisted building results from installation of weatherization materials with weatherization funds;
- Landlords agree in writing to restrictions on their use of the building after weatherization funds are invested;
- Landlords participate in the financing of weatherization activities, if applicable; and,
- And other conditions listed under the Landlord Agreement.

For more information on building eligibility limitations and weatherization of rental units, see Chapter 3. Section 3.B, and Chapter 4. Section 6 of the WAP Policy and Procedures Manual.

Describe Re-Weatherization Compliance

Section 1011(h) of the Energy Act of 2020 and 42 U.S. Code § 6865(c)(2), as amended, removed the re-weatherization date, September 30, 1994, and created a “rolling” option. Re-weatherization is defined as *“Dwelling units weatherized (including dwelling units partially weatherized) under this part or under other Federal programs (in this paragraph referred to as ‘previous weatherization’), may not receive further financial assistance for weatherization until the date that is 15 years after the date such previous weatherization was completed.”* The priority is to serve dwelling units that have not received prior services. All dwelling units eligible for re-weatherization, must have an audit performed using DOE-approved energy audit tool, National Energy Audit Tool (NEAT), or the Mobile Home Energy Audit Tool (MHEA), to justify the cost of the measures being installed. Eligible dwelling units may not receive weatherization services again unless such dwelling unit has been damaged by fire, flood, or act of God and repair of the damage to weatherization materials is not paid for by insurance or other federal funds such as the Federal Emergency Management Agency (FEMA).

Describe what structures are eligible for weatherization

Structures eligible for weatherization include single family, manufactured housing, and multi-family housing. All structures must be stationary and have a specific mailing (street) address.

Nonstationary homes such as campers and RVs are not eligible to receive weatherization services. The use of a post office box in lieu of a specific mailing address for a nonstationary home will not be accepted.

‘Tiny homes’ have no formal definition, but are classified as ‘single-family homes, typically occupying 400 square feet or less.’ Stationary tiny homes, with a specific mailing address, are eligible to receive weatherization services.

Additionally, every dwelling weatherized must meet both the client eligibility and the building eligibility requirements. Structures are ineligible for weatherization funds if they are condemned, scheduled for demolition or designated for acquisition or clearance by

a federal, state or local program within 12 months from the date of weatherization scheduled completion.

If conditions exist that preclude the weatherization of the structure, a brief written description of the conditions should be supplied to the client. This notification should be coupled with the notification that weatherization assistance is deferred until such time that the problem conditions have been resolved. The Subgrantee should inform the client of a “reasonable” amount of time for the resolution of the problem conditions. (See Deferral Standards).

Describe how Rental Units/Multi-family Buildings will be addressed

Rental Units:

Weatherization of rental units is an allowable activity. There are specific guidelines that are addressed in the Florida WAP Manual, Procedures and Guidelines section, and WPN 22-13 Weatherization of Rental Units. These include:

- 1) After the client application has been received and it is determined that the household meets the eligibility requirements, the owner must provide proof of ownership (a copy of the deed or property tax receipt).
- 2) The property owner must sign the Landlord Agreement Form (LAF) and Permission to Enter Premises (PEP) form. The Landlord Agreement Form stipulates that:
 - o The benefits of the services accrue primarily to the tenants.
 - o For a period of 12 months, the tenant will not be subject to a rent increase (unless demonstrated that they are related to other matters not related to the weatherization work performed).
 - o A tenant rent increase complaint may be appealed by the owner.
 - o No undue enhancements shall occur to the value of the dwelling unit.
 - o Encourage financial participation by the owner if feasible.
- 3) In cases of rental units in multi-family buildings, a 66 percent or 50 percent rule for determining income eligibility requirements must be followed per 10 CFR 440.22(b)(2).

Multi-Family Units:

Multi-family units (five or more units) require case-by-case approval from DOE.

Florida requirements for determining eligibility of multi-family dwellings follow DOE guidance:

- 1) WPN 22-12, Multifamily Weatherization

Projects being considered for weatherization must be confirmed to meet the 66 percent rule for determining eligible dwellings or, in special cases, the 50 percent rule. The

buildings that are subject to the 50 percent threshold are duplexes, four-unit buildings, and certain eligible types of large multi-family buildings. In the final rule published on

December 8, 2000, DOE provided guidance on what types of large multi-family buildings may be subject to the 50 percent threshold. (65 Fed. Reg. 77210, Dec. 8, 2000.)

The same assessment of property/unit requirements utilized for single family rental units (PEP and BOA/LAF) will apply to any multi-family project that a Subgrantee may consider weatherizing. Subgrantees considering undertaking a multi-family project within their service area must contact the state WAP office for any additional guidance and then submit the application documentation for review. Then the package will be forwarded to DOE for review and approval. A multi-family project cannot proceed until approved by DOE and then by the state WAP office.

DEO follows guidance offered in WPN 22-5 that streamlines the qualification of certain HUD multi-family properties for weatherization work, including streamlining income eligibility determination and ensuring that benefits accrue primarily to the low-income residents.

Describe the deferral Process

Deferral Process:

The Florida Weatherization Assistance Program (WAP) may elect to defer a dwelling from receiving weatherization services where health and safety hazards exist for WAP staff, contractors, clients or where conditions prevent the safe and effective implementation of weatherization measures. The decision to defer work in a dwelling, or in extreme cases, provide no weatherization services, 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 problem can be resolved. Information for making this determination may become evident during the eligibility process, during the audit, or after work has started.

Conditions that may cause a dwelling to be deferred may include, but are not limited to, the following:

- The dwelling was weatherized in the past 15 years.
- The dwelling unit is vacant.
- The dwelling unit is for sale.
- The dwelling unit is scheduled for demolition.
- When there are minor children in the dwelling, but no adult client or adult agent of the client at the time of the estimate or at any other time Subgrantee personnel must enter the dwelling.
- The eligible member of the household moves from the dwelling unit where weatherization activities and services are in progress. In such a case, the

Subgrantee must determine whether to complete the work and the circumstances must be documented in the client file.

- The client has known health conditions that prohibit the installation of insulation and other weatherization materials. When a person's health may be at risk and/or the work activities could constitute a health or safety hazard, the occupant at risk will be required to take appropriate action based on severity of risk. Temporary relocation of at-risk occupants may be allowed on a case-by-case basis. Failure or the inability to take appropriate actions must result in deferral.
- The dwelling unit is deemed by the auditor to have irreparable conditions that pose a threat to the health or safety of the crew or subcontractor.
- The mobile home is improperly installed (for example, inadequate supports).
- The dwelling unit is uninhabitable (for example, a burned-out apartment).
- There are health or safety hazards that must be corrected before weatherization services may begin that include, but are not limited to:
 - The presence of animal feces and/or other excrement.
 - Disconnected wastewater pipes.
 - Hazardous electrical wiring; or
 - Unvented combustion appliances.
- The building structure or its mechanical systems, including electrical and plumbing, are in such a state of disrepair that failure is imminent, and the conditions cannot be resolved cost-effectively.
- The house has sewage or other sanitary problems that would further endanger the client and weatherization installers if weatherization work were performed. Deferral may be necessary in cases where a known agent (odors, mustiness, bacteria, viruses, raw sewage, rotting wood, etc.) is present in the home that may create a serious risk to occupants or weatherization workers.
- The property has been condemned or electrical, heating, plumbing, or other equipment has been "red tagged" by local or state building officials or utilities.
- Moisture problems, mold, and/or mildew are so severe they cannot be resolved under existing health and safety measures and with minor repairs.
- The home has drainage related conditions (gutters, downspouts, extensions, flashing, sump pumps, landscape, etc.) that may create a serious health concern and require more than incidental repair.
- Dangerous conditions exist due to high carbon monoxide levels in combustion appliances and cannot be resolved under existing health and safety measures.
- Dangerous conditions exist due to major gas leak(s) and cannot be resolved under existing health and safety measures.
- If pollutants pose a risk to workers and removal cannot be performed or is not allowed by the client. Pollutants include formaldehyde, Volatile Organic Compounds (VOCs), and other air pollutants.
- When the extent and condition of lead-based paint in the house would potentially create further health and safety hazards.
- Infestation of pests, including rodents, vermin, fleas, and roaches, may be cause for deferral where it cannot be reasonably removed or poses health and safety concern for workers.

- If there is a dangerous dog or other animal that poses a threat to weatherization workers.
- Improperly stored chemicals, combustible materials, or other fire hazards that present a danger to the occupants or workers.
- The home is cluttered to the extent that mobility and the ability to perform weatherization work is hindered and obstacles create a safety hazard.
- If the home is being remodeled or rehabilitated and the weatherization work is not coordinated with that effort.
- Obvious discrepancies are found between the information supplied by the client on the application and observed conditions at the time of weatherization. The Subgrantee must resolve these discrepancies before weatherization work can continue.
- The client is uncooperative with the Subgrantee, either in demanding that certain work be done and refusing higher priority work that is needed, by being abusive to the work crew or subcontractor, or by being unreasonable in allowing access to the unit. Every attempt should be made to explain the program and the benefits of the work. If this fails, work should be suspended, and DEO should be consulted.
- If, at any time prior to the beginning of work (materials installed in a unit), the Subgrantee determines that the client is no longer eligible or Subgrantee personnel believe that circumstances may have changed, the unit shall not be weatherized until updated information can be obtained from the client.
- The presence of live knob-and-tube wiring in areas where weatherization work must be performed.
- The illegal presence or use of any controlled substance in the home during the weatherization process.

Deferral Procedures:

Deferrals During Audit:

If an auditor arrives at a home, begins to review the dwelling, and determines it should be deferred prior to concluding the audit, the auditor shall immediately contact the Subgrantee Weatherization Director to describe the situation and ask for guidance. If in the auditor's judgment during the audit, they feel the dwelling should be deferred for a problem likely and/or easily fixed and that the dwelling will eventually be weatherized, the audit may continue; however, the auditor shall immediately contact the Subgrantee Weatherization Director to describe the situation and ask for guidance. If possible, the Weatherization Director (or their assignee) may want to meet the auditor in the field to discuss the situation further and consider ideas to allow the audit to continue and avoid deferral. No dwelling may be deferred without approval from the Subgrantee Weatherization Director. If possible, all areas of the home should be inspected to identify all deferral issues to avoid multiple deferrals. Photos of all deferral conditions should be taken and included in the client file with documentation.

If the dwelling must be deferred, the auditor shall provide the homeowner with a brief statement (when feasible) of why they are recommending a deferral. The auditor will then report the recommended deferral to the Subgrantee Weatherization Director, who will assess the documentation (photos, description of the situation), approve or disapprove the deferral, and notify the homeowner in writing of the deferral decision.

If a deferral occurs before the audit is completed, the unit still may be eligible for payment. If the cause of the deferral is resolved, the Subgrantee shall assign the same auditor to the unit to conclude the audit. If a dwelling is deferred after the audit is completed, payment may not be made unless and until the “Administrative Procedures to be Followed for Deferred Units” below is concluded.

Deferral at Time of Measure Installation:

Any crew or contractor who arrives on site and discovers what they believe to be a cause for deferral shall immediately contact the Subgrantee Weatherization Director to discuss the situation and determine a course of action. No work shall be done on the dwelling until the issue is resolved.

If the unit is to be deferred, the contractor shall provide the homeowner with a brief statement (when feasible) of why they are recommending deferral before departing. The contractor will then report the recommended deferral to the Subgrantee Weatherization Director, who will assess the documentation (photos, description of situation), approve or disapprove the deferral, and notify the homeowner in writing of the deferral decision. The contractor shall then be entitled to payment for work completed prior to the deferral.

Administrative Procedures to be followed for Deferred Units:

Once a unit has been deferred, the Subgrantee shall make every effort to bring homeowners back into the program. The Subgrantee shall:

1. Direct a letter to the homeowner informing them the dwelling has been deferred and asking them to correct the deferral conditions and contact the Agency when work is complete. The agency should give the client 60 days following a deferral letter to correct the issue(s). The letter should refer the client to any resources that may assist with the deferral conditions, as well as information on their right to appeal.
2. If no action is taken by the homeowner, a second letter will be sent to the client by certified mail after the 60 days, informing them that they must contact the Subgrantee within 30 days to be eligible for weatherization services.
3. If no response is received to the certified letter, the unit is removed from further consideration by WAP at the current time.
4. If at any time the homeowner states that they cannot or will not make the needed repairs, a final letter shall be sent to the homeowner informing them that they have been removed from the program, and they may not participate in WAP

unless and until the identified conditions have been remedied and an updated application is submitted.

5. If the client application exceeds one year, then requalification for WAP eligibility based on updated information and documentation is necessary.

All letters and documentation of efforts to contact or help the homeowner shall be kept in the client's file by the Subgrantee.

When possible, subgrantees are encouraged to make referrals or collaborate with other programs. However, it is the client's responsibility to correct the condition(s) causing the deferral in order for weatherization services to proceed. When the conditions causing the deferral have been addressed, if six (6) months have passed since the last certification, the homeowner will be required to recertify. Clients are asked to contact the subgrantee to reevaluate the home as soon as the conditions that caused the deferral have been addressed. These clients are then given top priority to receive services and are not placed back on the wait list. Documentation regarding the reason for deferral is required in the client file.

Notification and Appeal:

Households shall be informed in writing by the Subgrantee when services are deferred based on the deferral guidelines above. The deferral notice will include instructions to remedy the conditions that led to the deferral or to appeal the deferral based on the 'Complaints and Dispute Resolution' policy. (Chapter 4. Section 7 of the Florida WAP Manual).

In unusual situations not covered above or where other problems of a unique nature exist, DEO should be consulted.

If obvious discrepancies are found between the information supplied by the client on the application and observed conditions at the time of weatherization, the Subgrantee must resolve these questions prior to weatherization. Some examples of discrepancies are an obvious change in the client's income (e.g., an unemployed client who is now back to work), a difference in the number of persons living in the dwelling unit (fewer persons than listed, a person or persons not accounted for who may have income), or evidence of an unreported business being conducted in the unit, etc.

As stated above, clients will receive a letter listing the corrections that need to be made in order to avoid deferral. After 60 days, if no action is taken by the client, a second letter will be sent via certified mail instructing the client to respond to the Subgrantee within 30 days to remain eligible for Weatherization services. If after this 90-day period no response is received from the client, they are no longer considered for Weatherization services and must reapply to receive benefits. If the client makes the necessary corrections to avoid deferral, they are given top priority, and do not need to reapply for benefits.

Deferral and Referral Tracking

Subgrantees will record deferrals and referrals on the attached Deferral/Referral Tracking Sheet (See Chapter 8 “Appendices”). This tracking mechanism will allow for future evaluation of funding and leveraging activities. Subgrantees will submit completed tracking sheets to DEO contract managers quarterly.

V.1.3. Definition of Children

Definition of children (below age): 12

V.1.4. Approach to Tribal Organizations

Low-income members of an Indian tribe whose household meets the eligibility requirements are eligible to receive benefits equivalent to the assistance provided to other low-income persons within the state.

Assistance is made available to all low-income residents of the state without regard to tribal organization status, to the extent that funding is available.

DEO has experienced difficulties finding and confirming a member who can fill the role to represent Native Americans. DEO has reached out to the Seminole tribe and Osceola tribe and is continuously working with other entities to ensure the Policy Advisory Council has a Native American representative.

V.2. Selection of Areas to Be Served

Services will be available in each of Florida's 67 counties. The weatherization funds are allocated to the local Subgrantee based on an allocation formula comprised of the low-income population of the state against the low-income population of each county, the average number of heating and cooling days in each of the two climate zones, and the overall average energy cost per kilowatt.

Allocation of funds to Subgrantees and across budget categories will be based on the base formula and will not require additional public hearings.

The WAP Subgrantee Policy and Procedures Manual describes the state's response to Subgrantee noncompliance, including recoupment or reduction of funding, Subgrantee probation, and Subgrantee termination.

Suwannee River Economic Council has withdrawn as a Weatherization provider for the following counties: Madison, Taylor, Lafayette, Hamilton, Suwannee, Dixie, Gilchrist, Columbia, Union, and Bradford. These ten (10) counties will be temporarily served by Capital Area Community Action Agency and DEO will be working through the process of competitively selecting provider(s) to cover the ten (10) counties on a permanent basis within the next 6 to 8 months.

Tampa-Hillsborough Action Plan was terminated by the DEO on November 1, 2022. The agency previously served Polk and Hillsborough County. These two counties will be temporarily served by Mid Florida Community Services and DEO will be working through the process of competitively selecting a provider(s) to cover the 2 counties on a permanent basis with the next 6 to 8 months.

Redistributing provision:

DEO retains the right to allow for reallocation of funds to Subgrantees and across budget categories using the same formula as originally proposed or any other funding plan that meets the needs of targeted Florida citizens. This can be done without holding additional public hearings. Active management and reallocation of the grant allows the grant to be fully expended during the budget period.

DEO will monitor BIL funding expenditures, burn rates and the number of dwellings weatherized per quarter. DEO, at its discretion, may reallocate funding to an agency or agencies that demonstrate high number of weatherized dwellings, burn rates and expenditures.

V.3. Priorities for Services Delivery

Once eligibility has been determined, the Subgrantee must abide by the following client priority policy.

Applications should be assessed with a number of priorities based on information taken from the application. In accordance with 10 CFR 440.16, priority must be given in identifying and providing weatherization assistance to households where one or more of the following exist:

- 1) High energy usage;
- 2) High energy burden;
- 3) Elderly household member(s) who are 60 years or older;
- 4) Disabled household member(s);
- 5) Household member(s) under the age of 12.

Households that do not meet at least one of the priority categories may only be served if all eligible priority households in the Subgrantee's territory have been served. Within the above listed priority, Subgrantees may choose the order in which households are served. The number of preference points determines client position on the waiting list. The person with the most points will be placed at the top of the waiting list. Lower priority ranked, income-eligible households may be served later in the program year or when funding is available. Priority systems must be applied equally to both renter and owner-occupied dwellings and applied equitably to all areas of the Subgrantee's territory.

Subgrantees may choose to consider using the oldest application approval date for positioning applicants with priority points. An application with at least one priority point may be moved up on the list when working in the same area to save travel time.

Subgrantees that choose to develop their own methods for prioritizing clients must still adhere to federal regulation 10 CFR 440.16(b), develop written procedures, and seek approval of the methodology from DEO. Each Subgrantee must develop a client-facing priority policy so that clients are able to understand the selection process. This policy will be reviewed during monitoring.

V.4. Climatic Zone

A climate and demographics formula is utilized to determine the percentage of allocation needed for each county in Florida. An Average Degree Days data is utilized to determine cooling degree days and heating degree days that expand five years. Counties with higher degree days and more eligible households receive increased funding. As climate and population changes occur over time, allocations are intentionally lagged to reduce the shock in the changing budget year-to-year. A hold harmless formula is used to prevent large changes year-to-year for subgrantees. The formula takes into account 80 percent of the previous year allocation, which is historically derived, and 20 percent is climate and population derived. The formula takes the percentages to determine the total allocation for the Subgrantees.

The below table shows Degree Day data collected over the last five years. Data collected through Degreedays.net.

City	Cooling Degree Days	Heating Degree Days
Tallahassee	2995	1456
Jacksonville	2952	1290
Pensacola	3180	1201
Orlando	3914	499
Sarasota	3923	448
Florida City	4524	170

Data from Degreedays.net

The climatic parameter varying from its long-term mean will affect the number of Heating Degree Days (HDD) and Cooling Degree Days (CDD) in Florida. This will change which measures are most cost-effective to be performed on eligible weatherization dwellings. During our sub-grantee annual audit, each client file is reviewed to ensure that the closest weather station to its location is selected.

V.5.1 Technical Guides and Materials

During the BIL cycle, all Florida technical guides and materials will meet the specifications, objectives, and desired outcomes outlined in the Standard Work Specifications for Home Energy Upgrades (SWS).

The following guides will be utilized by all Subgrantees and as applicable, contractors in performing weatherization activities:

- a) Florida WAP Policy and Procedures Manual (P&P);
- b) SWS/Florida Field Guides (SWS/FFG);
 - I. Single Family Homes:
[Standard Work Specification-Aligned Field Guide](#)
 - II. Manufactured Homes:
[Standard Work Specification-Aligned Field Guide](#)
 - III. Multi-family Homes:
(Under development by DEO/SFCC. Estimated completion: April 2023)
- c) NEAT and MHEA;
- d) Florida Weatherization Health and Safety Plan;
- e) Florida Weatherization Program Notices;
- f) Quality Control Inspection (QCI) report;
- g) Monthly reporting forms;
- h) Contractors agreement language;
- i) DOE-Approved Bipartisan Infrastructure Law (BIL) Plan; and
- j) Subgrantee WAP contractual agreement attachments - *(Scope of Work, Reporting, Record Keeping and Special Conditions, as applicable)*.

Communication of guidelines and standards:

During the BIL cycle, all Subgrantee contracts and Subgrantee vendor contracts will contain language that specifically includes adherence to the Field Guide and SWS requirement, Policy and Procedures Manual, Health and Safety Plan and Program Notices. "...Work performed on dwellings shall be completed in accordance with the SWS/FFG, the Florida Weatherization Policy and Procedures Manual, Weatherization Priority List, Supporting Weatherization Program Notices, along with any supplemental DEO and USDOE guidelines..." As stated in Paragraph G of the Scope of Work of the WAP agreement, "Subgrantee shall ensure that all installed weatherization materials meet the materials standards taken from Appendix A of 10 C.F.R. part 440, be of good quality, and be installed in a safe, cost-effective manner."

All work being performed by Florida WAP will be in accordance with the DOE-approved energy audit procedures and 10 CFR 440 Appendix A. In addition to materials approved in 10 CFR Appendix A, DEO has been approved to utilize Light Emitting Diodes (LED) as an energy conservation measure in Florida.

- 1) The Florida WAP Policy and Procedures will include sections for quality work standards, inspection compliance and Quality Control Inspector qualifications, training requirements, and certification. By signing the DEO agreement, Subgrantees are acknowledging receipt of all technical manuals, polices and protocols.
- 2) The state will require written Subgrantee communication and verification to ensure that the requirements are understood. The state will require the Subgrantee to provide written communication verification from all vendors of the SWS.


The Standard Work Specifications (SWS) was updated in Program Year 2021 (PY21) and was rebranded as FFG. DOE accepted the FFG in November 2021.

The FFG was distributed through Statewide Weatherization Program Notice, and a copy was provided to the network. Additionally, the FFG has also been posted on DEO's website for easy access to the network at <https://www.floridajobs.org/weatherization-assistance-program> under "Retrofitting Florida: Standard Work Specifications- Aligned Field Guide".

Multi-family Homes Field Guide Timeline:

WEATHERIZATION ASSISTANCE PROGRAM (WAP) MULTI-FAMILY FIELD GUIDE DEVELOPMENT TIMELINE		
	ACTIVITY	DUE DATE
1.0	Reach out to Sante Fe Community College (SFCC) regarding developing field guide	12/14/2022
1.1	Develop Scope of Work to be completed by SFCC	1/31/2022
1.2	Request Quote	2/1/2022
1.3	Complete Purchase Order for work to be done	2/13/2022
1.4	Receive draft copy of Multifamily Field Guide (SWS aligned) from Sante Fe	3/6/2022
1.5	Route to DEO Leadership for review and approval	3/6/2022
1.6	Incorporate edits as necessary	4/3/2022
1.7	Pay invoice for work completed	4/5/2022
1.8	Send to DOE for review and approval (<i>incorporate additional edits as necessary</i>)	4/14/2022

Field guide types approval dates



Single-Family	11/08/2021
Manufactured Housing	11/08/2021
Multi-Family	

V.5.2. Energy Audit Procedures

Audit Procedures and Dates Most Recently Approved by DOE.

Audit Procedure	Single-Family
Audit Name	Other (specify) Florida Weatherization Assistance Program, Single Family Site-Built Housing based on NEAT, submitted for Energy Audit Procedure Approval, March 20, 2020; Provisional Approval September 22, 2020.
Approval Date	09/22/2020

Audit Procedure	Manufactured Housing
Audit Name	Other (specify) Florida Weatherization Assistance Program, Manufactured Housing based on MHEA, submitted for Energy Audit Procedure Approval, March 20, 2020; Provisional Approval September 22, 2020.
Approval Date	09/22/2020

Audit Procedure	Multi-Family
Audit Name	Other (specify) Multi-family units will represent less than 20 percent of all units weatherized during any program year: DEO and all its Subgrantees will submit multi-family projects to DOE for approval on a case-by-case basis.
Approval Date	N/A

Florida is committed to resubmitting energy audit procedures to DOE for approval every five (5) years, with the understanding that sufficient lead time is required for the approval process. The current NEAT and MHEA procedures were last approved by DOE on September 22, 2020 and will expire on September 22, 2025.

Florida Subgrantees will conduct a full site-specific energy audit utilizing the Weatherization Assistant software. Subgrantees will complete an assessment of the central heating and cooling unit, water heater, and building's characteristics.

Subrecipients must update fuel, supply, and electricity cost libraries in the Weatherization Assistant, at minimum, every 12 months. More frequent price updates are warranted when prices are impacted by supply chain interruptions, inflation, or other

external factors like natural disasters. Regular management of libraries improves accuracy of SIR prediction, allowing agencies to better serve clients.

For multi-family units, DEO will ensure that all WAP staff will have the required training and any proposed weatherization of multi-family units will be approved by DOE before work commences.

Multi-Family Audit:

Florida historically has fallen below the DOE 20 percent threshold of weatherizing multi-family dwelling units and does not currently have a DOE-approved audit and procedures for multi-family buildings. However, in the event a Subgrantee decides to undertake a multi-family building project for weatherizing, it will:

- a. Follow the multi-family dwellings criteria outlined in Section V.1.2 Approach to Determining Building Eligibility.
- b. Conduct the building assessment (diagnostic testing and inspection) and have a qualified energy auditor complete a DOE-approved energy audit (see WPN 19-4 for DOE-approved multifamily energy audits) to determine the energy conservation measures that should be implemented through weatherization.
- c. Submit to the state WAP office all documentation and material from the assessment and audit, including the recommended scope of work and installation procedures.

After the state WAP office assessment is completed, it will forward that proposal to its DOE Project Officer for review and approval. Multi-family projects will be assessed on a case-by-case basis.

Weatherization Assistant Version 10 Transition:

In December 2022, DEO formally notified DOE Project Officers and Oak Ridge National Laboratory (ORNL) of the intent to transition to Weatherization Assistant Version 10, per WAP Memo 091. The transition will be fully completed by the beginning of PY2024 (April 1st or July 1st, 2024). DEO will utilize the training materials and resources provided by ORNL to ensure a successful transition by the PY2024 deadline.

DEO WAv10 Transition Timeline				
Date	Activity	Lead	Support	Completed By

December 2022	Notify DOE Project Office and ORNL of intent to use Weatherization Assistant Version 10 <i>(per WAP Memo 091*)</i>	DEO	DOE	DEO
January 2023	Listening Session: WAv10 Materials for Training Development	ORNL	DEO	ORNL
May 2023	Statewide WA web-based site available for use (wa-xx.ornl.gov) Training materials scheduled to be published by ORNL.	ORNL	DEO	ORNL
June 2023	Provide access to DOE Project Officer for Library review <i>(per WPN Memo 091*)</i>	DEO	DOE	DEO
August 2023	WAv8.9 Database aggregation and preparation for conversion	DEO	ORNL	DEO
September 2023	WAv8.9 Database conversion to WA web-based <i>(archival)</i>	ORNL	DEO	ORNL
May 2024	WAv10 Training session for Florida WAP Subgrantees presented at the 2024 FACA Annual Training Conference	DEO	FACA	DEO
July 2024	WAv10 Transition completed <i>(including any updates to Annual Plans)</i>	DEO		DEO

V.5.3 Final Inspection

DOE requires that Quality Control Inspectors (QCI) working for WAP possess the knowledge, skills, and abilities in the National Renewable Energy Laboratory (NREL) Job Task Analysis for Quality Control Inspectors. This requirement applies to all individuals, including final inspectors, who perform an evaluation and approve work performed in homes.

The QCI will ensure that the weatherization services were completed properly and that all measures called for in the assessment, work orders, and change orders have been installed and completed in a quality workmanship like manner and are in accordance with the priorities determined by the audit procedures, standard work specifications, and all other Florida WAP requirements.

Florida Subgrantees may apply one of the two options available for meeting the QCI requirement:

1. Independent QCI (Subgrantee staff or outsourcing)
2. Independent Auditor /Quality Control Inspector

No dwelling unit will be considered as completed and reported to DEO until:

- The QCI is performed (either by a Subgrantee staff who is certified to perform the QCI or through an outsourced entity approved to conduct the QCI by DEO).
- The QCI individual completes the QCI Report and both the QCI individual and whomever performed the initial inspection and diagnostic testing on the dwelling signs this report.
- A copy of the QCI Report is complete and the dwelling unit is ready for submittal to DEO.
- An approved deferral was used on the home due to client noncompliance.

DEO has developed a WAP production spreadsheet that is submitted by Subgrantees with each monthly request for reimbursement. This spreadsheet captures the name of the QCI, status of QCI certification, date the QCI certification expires and whether the QCI is a contractor. This report is reviewed by the contract manager monthly and maintained in the Subgrantee's file.

Quality Control Inspectors are individuals who are not involved in the prior work inspected as the energy auditor/assessor, a member of the crew or affiliated with a contractor hired to install any weatherization item. If a Quality Control Inspector is found to have any conflict of interest, DEO may at its own discretion require the Subgrantee to hire a third party QCI to redo the inspection on a home or homes at the Subgrantee's cost.

QCI Completed Inspection Form

Each Subgrantee weatherized dwelling will be inspected by a QCI. The QCI/DIR form will:

- a. Indicate the relationship of the QCI to the Subgrantee (Inspector/QCI or Independent Auditor/QCI);
- b. Document the inspection items and be signed and dated by the QCI;
- c. Be placed in the client file; and
- d. A copy must be included with the monthly Financial Activity (FA) when the dwelling is submitted to DEO.

State Monitoring:

- a. Subgrantees implementing the I/QCI approach will require DEO to perform a QCI on a minimum of five percent of the projected dwellings to be completed with DOE WAP funding.
- b. Subgrantees implementing the IA/QCI will require DEO to perform a QCI on a minimum of 10 percent of the projected dwellings to be completed with DOE WAP funding.

Non-Compliance Situations:

During a state monitoring visit, if it is determined that the certified QCI individual demonstrated inadequate inspection practices, DEO may implement the following steps:

- a. Bring the issue to the attention of the Subgrantee inspector and/or certified QCI individual during the visit;
- b. Discuss the issue to determine why the error occurred;
- c. Document the issue by photograph;
- d. Determine what corrective actions are required;
- e. Have the Subgrantee coordinate with the contractor/crew to perform the corrective actions required (if a workmanship issue) to achieve compliance and provide photo documentation of the corrected activity to DEO within a prescribed time frame;
- f. Determine if additional training is required for the QCI individual (if only a minor or one-instance situation);
- g. Consider having another independent QCI individual perform a spot check of dwellings and files to be reported on the following months FA prior to that report being submitted;
- h. Request a copy of all documentation (Priority List Assessment and Testing (PLAT), audit, priority list, etc.) for a dwelling to be reported in the following month along with photos of all measures installed; and
- i. Coordinate a follow-up spot check Quality Assurance (QA) visit focusing on the past issue, the QCI documentation, and conduct a dwelling inspection.

Repeat Non-Compliance Situation

Each QCI non-compliance situation will be handled on a case-by-case basis. If the Certified QCI individual is found to be in non-compliance (repeat infractions) in performing the QCI, a written notification from DEO will be provided to the Subgrantee directing it to seek alternate means for having the QCI performed on future dwellings. The QCI individual will also be notified in writing of their suspension from performing future QCIs for Florida Subgrantees. If that individual participates in refresher QCI

training, they may be given an opportunity to demonstrate competency during a supervised, probationary period. Each suspension situation will be handled on a case-by-case basis.

V.6. Weatherization Analysis of Effectiveness

Subgrantee effectiveness is assessed through multiple measures. On-site monitoring requirements described in V.8.3 Monitoring Activities provide ideal conditions during which Subgrantees may be evaluated and areas in need of improvement can be identified.

In addition to the formal monitoring reporting that tracks deficiencies and findings and outlines how to make improvements, monitoring visits allow for a comprehensive review of the agency. Such reviews may include technical and financial systems and procedures, follow up on previous training outcomes, and identification of future training needs and the sharing of "best practices" at all levels of operation.

Additionally, the following approaches are used to determine the Subgrantee implementation level and competency in meeting the goals of WAP:

- Reviewing monthly reports submitted by Subgrantees, reviewing the pre-and-post weatherization utility bills of households served, and performing monitoring visits and dwelling inspections that either supports Subgrantee effectiveness or brings up ineffective areas that need to be addressed.
- Comparing productivity or energy savings of all Subgrantees can indicate if additional training is required and supports initiating peer to peer or state coordinated training and technical assistance (T&TA) activities.
- Analysis of Subgrantee monitoring report responses can also indicate if additional assistance or training is needed.
- Following up with Subgrantees' corrective actions to ensure improvement on issues discovered during monitoring visits.
- Reviewing training credentials or attendance records to ensure that the Subgrantee is meeting the DOE required Quality Work Plan to implement the QCI and the Job Task Analysis (JTA) training/certification requirements.
- Comparing the annual risk analysis assessment of each Subgrantee's past performance to summarize the financial reviews, monitoring report(s), and any outstanding issues. From this assessment, each Subgrantee's needs, strengths, and weaknesses may be determined, and plans made to follow-up on providing the necessary T&TA to ensure future compliance.
- Subgrantees determined to be at risk may be placed on probationary status for a period of time. Failure to achieve compliance during that time period may result in termination of their agreement.

Plans of Action include training efforts with contractors and assessors, job site monitoring of contractors during blower door directed air sealing efforts, and field workshops sponsored or conducted by DEO.

DEO will strengthen the monitoring process by requiring a Subgrantee response to monitoring reports with findings, or numerous or repetitive observations, that requires not only documentation of correction of work deficiencies, but also the actions taken or

planned that will ensure that similar deficiencies will not be repeated in future weatherization work.

V.7. Health and Safety

In accordance with the Final Rule and Weatherization Program Notice (WPN) 22-7, DEO will adopt the following approach to implementing health and safety measures:

Subgrantees shall comply with all applicable federal, state, and local building codes and regulations.

DEO provides Subgrantees with an allocation of funds identified as a budget line item to be used for required health and safety measures. Specific health and safety related measures are reported in the designated electronic data reporting system. The purchase and maintenance of personal protective equipment and other safety equipment is allowed. Each Subgrantee has a Training and Technical Assistance (T&TA) budget, and those funds may be used to provide training and certification to address health and safety issues.

Florida will budget health and safety funds at less than 15 percent of the Program Operations funds budgeted. Florida tracks health and safety labor and materials costs on its work order. Reporting data that populates the statewide database makes it possible to track and manage all health and safety costs.

DEO encourages Subgrantees to maintain coverage for Pollution Occurrence Insurance (POI), but no longer makes it mandatory.

Subgrantees must comply with Occupational Safety and Health Administration (OSHA) and Safety Data Sheets (SDS) requirements in all weatherization activities under the revised Hazard Communication Standard (HCS) 29 CFR 1910, 1200, and take precautions to ensure the health and safety of themselves and others. Wherever workers or residents may be exposed to hazardous materials Subgrantees, contractors, and subcontractors will develop and maintain a written hazard communication program conforming to the HCS 29 CFR 1910, 1200. The Subgrantee shall ensure that:

- All hazardous chemicals in the workplace are listed;
- All containers of hazardous chemicals are labeled;
- Safety data sheets are maintained for all hazardous chemicals;
- Workers are informed and trained in program elements, hazards, and protective measures; and
- SDS must be posted wherever workers may be exposed to hazardous materials.

Subgrantees will be assessed and monitored to determine whether workers are utilizing safe work practices and following all OSHA standards.

Any deficiencies found shall be documented, and appropriate action will be taken to address the issue including additional training, notification of “at-risk” status, or issuance of “stop work” order, until such time as it is determined that Subgrantee understands all

OSHA requirements and will adhere to them. DEO will submit a Health and Safety Plan as part of the BIL application.

V.8.1. Overview and Organization

The Florida WAP is administered by DEO. The WAP is located in the Division of Community Development, Bureau of Economic Self-Sufficiency (BESS). The WAP direct personnel roster consists of a Bureau Chief, Program Manager, six (6) Government Operations Consultants II (monitors) and two (2) Government Operations Consultants III. In addition to WAP, the Community Services Block Grant (CSBG) and the Low-Income Home Energy Assistance Program (LIHEAP) are also located in BESS. A complete DEO organizational chart is included in the application. (*See attached DEO Organization Chart 2022*)

DEO is working on hiring additional staff for the purpose of administrating and managing BIL. We will be repurposing existing positions to fill these roles.

Overall, there are 40 DEO funded Subgrantees statewide for providing WAP and/or CSBG and/or LIHEAP. There are 16 Subgrantees providing WAP services statewide (all 67 counties are served). As mentioned previously, DEO is currently working on finding a permanent provider(s) for the territories that Suwannee River Economic Council and Tampa-Hillsborough Action Plan used to service.

Financial assistance provided will be used to supplement and not supplant state or local funds.

Florida's use of WAP funding from DOE described in this plan conforms to the rules and regulations issued by DOE for expenditure of WAP funding.

V.8.2. Administrative Expenditure Limits

The Florida WAP will follow the administrative expenditure limits outlined in Section 1011(g) of the Energy Act of 2020 and 42 U.S Code § 6865(a)(1), as amended, which states that “not more than an amount equal to 15 percent of any grant made by the Secretary under this part may be used for administrative purposes in carrying out duties under this part, except that not more than one-half of such amount may be used by any State for such purposes.” There will be a direct split of 7.5 percent between Florida and its Subgrantees.

An exception to exceed the 15 percent administrative requirement shall apply to Subgrantees funded at less than \$350,000 of DOE funds. Subgrantee agencies are required to submit justification for administrative funds in excess of five percent of the total grant, with state approval based on the individual Subgrantee needs. However, DEO’s budget does not include additional Subgrantee Administration funds beyond the minimum requirement.

V.8.3. Monitoring Activities Section

In accordance with 10 CFR 440, as the Grantee of the Weatherization Assistance Program, DEO has an established monitoring system for evaluating Subgrantees' performance regardless of funding source. DEO adheres to WPN 20-4 and ensures that monitoring functions will be the state's principal method for determining Subgrantee compliance with the regulations contained in 10 CFR 440, applicable 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, Weatherization Program Notices, and any other procedures that DOE may issue.

Monitoring activities will ensure the evaluation of actual accomplishments against planned activities and determining the effectiveness of the WAP policy. Monitoring also provides objective reporting to and from Subgrantees and makes recommendations to address program and administrative deficiencies and needs.

Compliance Subgrantee Monitoring is staffed with ten monitors not dedicated to weatherization. A portion of staff salaries are paid for out of WAP Grantee administrative funding and WAP Grantee T&TA funding. For the DOE BIL grant, DEO has allocated 35.8829 percent of T&TA funds for monitoring and T&TA activities.

Supplemental funding received from LIHEAP covers the remaining cost for salaries, monitoring and a portion of the outsourcing of additional QCI performed during monitoring visits. A breakout of projected monitoring expenditures to be charged to WAP is provided in the budget detail (PF-20A) of this BIL application.

DEO will monitor each Subgrantee once per year during the BIL funding cycle, which will run for approximately (5) five years. Many of the WAP Subgrantees also receive funds through Department of Health and Human Services Community Services Block Grant, and Low-Income Home Energy Assistance Program. Whenever possible, all three programs will be monitored during one visit to the Subgrantee.

The state level QCI function will be outsourced utilizing certified QCI independent contractors. DEO will have on staff a Certified QCI. This added skillset incorporated at the state level will enhance the technical competency of the monitors as well as the Subgrantee network of technical staff.

Each Subgrantee will be monitored on site by state WAP staff. The visit will consist of an administrative, fiscal, and programmatic review in addition to completing state level required QCI on:

- a) At least five percent of the completed dwellings inspected for Subgrantees utilizing the Independent QCI option; and
- b) At least 10 percent of the completed dwellings inspected for Subgrantees utilizing the Independent Auditor/QCI option.

Quality Assurance Activities:

Based upon the review of the monthly program, fiscal, and QCI Reports (QCIR) and the results of any modified or regular monitoring visits, the monitor may determine that additional on-site Quality Assurance (QA) visits may be warranted.

In the interim, the monitor will perform a desk monitoring of monthly reports and supporting documentation submitted to confirm the Subgrantee performance in regard to meeting agreement deliverables, reporting deadlines, material and labor costs and budget/expenditures. Monitoring schedules may also be changed based on the results of the review of the following items:

- The DEO Office of Inspector General audit;
- The last monitoring report;
- Most recent independent audit;
- Monthly fiscal reports;
- Up-to-date production records;
- A review of applicable board minutes;
- Interactions/communications with the Subgrantees' coordinator and fiscal staff;
- Needs or requests submitted by the Subgrantee; and
- Deferral units reported to the state office since the last monitoring visit.

**Note: As referenced in Section V.1.2 Approach to Determining Building Eligibility, subsection "Describe the Deferral Process," a dwelling unit may be deferred services for a number of reasons. During the monitoring visit, the client files on any deferred clients will be reviewed for compliance to following guidelines and if applicable, consider visiting the deferred dwelling unit to confirm the conditions of situations that resulted in the deferral action being implemented.*

State Level QCI Monitoring:

DEO will utilize funding from the Bipartisan Infrastructure Law (BIL) to contract QCIs to prepare QCIRs during the five-year grant cycle. DEO will grant contractors the flexibility to hire subcontractors with the funds to conduct QCIRs, if necessary.

Prior to conducting a monitoring visit, the Contract Manager will review the Quality Control Inspection Reports (QCIR) that have already been submitted by the Subgrantee for completed dwellings. Any QCIRs that are questionable or have conflicting information will be earmarked for inspecting during the visit. Also, during the visit, the credentials of the individual performing the Quality Control Inspector (QCI) will be reviewed.

During the visit, if it is determined that there is a diagnostic testing result or workmanship issue that was not reported in the QCIR, the infraction will be brought to the attention of the individual who conducted the QCI and the Subgrantee to discuss how it was missed and what corrective actions are to be taken.

The Subgrantee will coordinate the required corrective action to be taken and have thorough photo documentation of the resolved issue. The QCI will be re-conducted and a new QCIR will be submitted to the state office along with all supporting photo documentation. The QCI individual will be put on notice and supporting documentation

(photos and test readings) may be required to be submitted along with the QCI by the Subgrantee for dwellings that had the QCI conducted by the same individual.

If applicable, the Subgrantee will be required to provide the state WAP office with the necessary changes that have been implemented and oversight activities that will ensure the issue is not repeated on future dwellings. The Subgrantee may also be required to submit QCI supporting photo documentation of dwellings completed for review and approval when they are submitted to the state WAP office with a monthly Financial Activity (FA).

If there is a second repeat occurrence of a failed QCI inspection, the issue will be discussed with all parties (Subgrantee management, QCI individual, and state WAP staff) to determine the best course of action. If it is determined that a QCI individual is not performing the task as required, that QCI individual may not be allowed to perform the QCI activity for Florida WAP Subgrantees or the state WAP office.

If significant deficiencies are discovered, such as health and safety violations, poor quality installation of materials, or major measures missed, then the Grantee must require the Subgrantee to take appropriate corrective action to resolve the outstanding issues in a timely manner. The Grantee must also increase both the frequency and percentage of units monitored (per WPN 22-4) of the Subgrantee until it can be verified that all deficiencies are resolved. Once deficiencies are corrected and procedures are established to prevent reoccurrence, the Grantee may resume its required sampling percentage of the Subgrantee's work in subsequent monitoring visits. The monitor will work with the Subgrantee to find another certified QCI individual to avoid any delay in meeting production goals.

State Level Monitoring Instrument:

- Financial/Administration,
- Vehicles and Equipment Inventory,
- Audits,
- Financial Management/Accounting Systems,
- Payroll/Personnel,
- Records Retention,
- Invoicing,
- Contractor Procurement Process,
- Client Eligibility (Client File Review),
- Contractor Qualifications and Licensing,
- Pre and Post Inspections Results,
- Percentage of change-orders,
- Energy Audits,
- Preparation of Work Orders,
- Health and Safety Compliance,
- Weatherization Measures Installation,
- Quality Control Inspection Report,
- Qualifications and Training Assessment, and
- Needed Training and Technical Assistance.

The applicable percentage of each Subgrantee's completed weatherized dwellings reported since the last monitoring visit will have a QCI performed and at least one dwelling "in progress" will be visited in order to assess:

- Quality and compliance,
- Appropriate and allowable materials,
- Appropriateness and accuracy of energy audits,
- Comprehensive final inspections,
- Safe work practices, and
- Lead safe weatherization protocols.

In addition, one dwelling ready for bid (diagnostic tests completed and bid prepared) will be visited to ensure the accuracy of applicable testing that had been performed. During the visit, a Subgrantee may be required to conduct diagnostic testing procedures if it appears that the interpretation of the results is questionable and if additional training is needed.

The monitoring process consists of the following activities:

The visit:

- A formal notification of upcoming visit correspondence is sent to the Subgrantee to schedule the time frame of the visit. The correspondence will include a list of documents to be made available for review and other specific programmatic activities relating to weatherized dwellings.
- An entrance interview will be held with Subgrantee management and weatherization staff to discuss any previous non-compliance issues along with the agenda for the visit.
- During the dwelling inspection process, if any health and safety issues are found that present imminent danger to the household, the Subgrantee will be directed to immediately resolve the issues.
- The applicable QCI dwelling and files inspection will be performed.
- An exit interview is held and issues that will be addressed in the follow-up report are covered.

The report:

- A written report that describes the monitoring assessment is issued to the Subgrantee within 30 days of the visit.
- The report will identify any existing or potential non-compliance issues found during the visit.
- For non-compliance or workmanship issues found during the dwelling inspection, photo documentation is included.
- Corrective actions are recommended, and the appropriate guidance document is referenced. Samples of best practices and what training is available may be provided if applicable.
- For issues regarding workmanship or measures installed on a dwelling that has already been reported as a completed unit, the Subgrantee is responsible for

addressing the issue with the subcontractor and corrective actions should be the responsibility of the subcontractor.

- Disallowed costs will be reimbursed to the state.

Subgrantee response:

- Subgrantees will have 30 days after receipt of the monitoring report to respond.
- If the Subgrantee response and/or corrective action to be implemented are not sufficient to assure future compliance, additional clarification may be requested and the Subgrantee will have an additional 30-day time frame to achieve compliance.
- Failure by a Subgrantee to implement acceptable corrective actions or rectify a non-compliance issue at the end of the second response period may result in DEO withholding of program reimbursements until compliance is met.
- Follow-up visits may be scheduled as determined by state staff or requested by Subgrantee staff to focus on a specific area of concern or to provide specific oversight or training.

Risk Assessment:

Annually, a risk analysis assessment of each Subgrantee's past performance will be conducted after the program year to summarize the financial reviews, monitoring report(s) and any outstanding issues. From this assessment, each Subgrantee's needs, strengths and weaknesses may be determined, and plans made to follow-up on providing the necessary T&TA to ensure future compliance. Subgrantees determined to be at risk could be placed in a probationary status for a period of time.

Upon being classified as an "at risk" Subgrantee and being placed on probationary status, the Subgrantee will be required to submit a detailed Corrective Action Plan (CAP) that will outline the processes to be implemented to address the issue(s) along with a timeline to achieve resolution. The monitor will assess the progress of the Subgrantee to determine the status of the resolution and that the submitted CAP is being implemented. If a site visit to the Subgrantee is warranted, it will be prioritized to be performed.

Failure by a Subgrantee to rectify the situation within the prescribed probationary time frame may result in the termination of the Subgrantee agreement and DEO seeking another provider of weatherization services for that area. For any Subgrantee that is considered "at risk," QA visits will become part of the state oversight activity to ensure the CAP is being implemented.

Subgrantee Single Audit Reviews:

All Subgrantees are required to submit a copy of their annual single audit to DEO's Office of Inspector General (OIG) for review. The OIG performs a preliminary review of the audit and then provides the audit and a technical review questionnaire to the Florida WAP office. WAP staff and management review the audit and discuss.

If there are findings regarding the Subgrantee's direct administration of WAP or indicate an organizational activity considered to be a material weakness or deficiency finding,

WAP management provides comments and drafts a management decision letter for review. Then, upon consultation with OIG staff, the final management decision letter is provided to the Subgrantee.

Florida WAP staff will follow up with the Subgrantee to address any questions or provide additional clarification regarding corrective actions required to resolve the issue. As indicated in the QA section, additional onsite visits as applicable may be coordinated to ensure applicable corrective actions are being implemented to ensure resolution in a timely manner.

Subgrantee Termination:

If it is determined that a Subgrantee does not have the capacity to implement WAP to ensure compliance with all procedures, guidelines, etc. even after substantial T&TA is provided by the state WAP office, that Subgrantee's agreement may be terminated.

V.8.4. T&TA Approach and Activities

T&TA funding is used to pay salary, travel, and operational costs for WAP staff and contractors to provide monitoring T&TA to Subgrantee and contractor staff. Subgrantee expenses for participation in T&TA activities will be funding from DOE T&TA and other funds. DEO will evaluate the effectiveness of the State T&TA activities and needs throughout the program year and make adjustments where necessary to ensure effective Subgrantee implementation of the grant.

Quality Control reviews will be conducted by a certified quality control inspector. Based on the findings of a quality control review, a Subgrantee may receive onsite technical assistance aimed at improving individual Subgrantee staff skills in assuring work quality. Technical assistance will be provided by the DEO reviewer or other monitoring staff. Attendance is required for those persons specified by the quality control reviewer. Overall energy audits will be reviewed to determine if the best weatherization measures with the highest potential energy savings have been called for or if additional training is needed.

Standard monitoring and technical assistance sessions often point out the need for one-on-one work with crew members. Subgrantee-specific needs may include such items as basic energy conservation concepts, program requirements, and work techniques. DEO believes that strong internal systems, oversight, training, and technical assistance are essential to enable Subgrantees to achieve the objectives of WAP. The T&TA budget and narrative reflects the philosophy and will ensure quality weatherization work and adequate financial and programmatic management controls.

DEO places a high priority on training and technical assistance (T&TA) to ensure the delivery of high quality, safe, cost-effective, and consistent energy efficiency and health and safety services throughout the State of Florida. To support this goal, DEO will be working closely with the Florida Association of Community Action (FACA), Inc., to establish and execute a training plan that will comply with DOE's WPN 22-4 Quality Work Plan and 10 CFR 440.12(b)(7) and accommodate the five-year BIL award cycle. The training plan will be provided by IREC entities and will be addressing elements for training, that will include but are not limited to:

- Comprehensive training
- Specific training
- Crew Leader
- Energy Auditor
- QCI

DEO will collaborate with FACA to develop methods of data collection to identify and assess the subgrantees' training needs. DEO and FACA will design a comprehensive and specific curriculum to ensure that the trainings are customized to meet the needs of the weatherization workforce and unique energy efficiency programs.

The purpose of all training and technical assistance will be to maximize energy savings, improve program and operation efficiencies, improve crew/contractor work quality, reduce the potential of waste, fraud, abuse and mismanagement, and increase client satisfaction.

DEO will use the following methods to provide T&TA:

- 1) DEO staff or contractor(s) will provide on-site or off-site T&TA as needed. Needs may be identified by the Subgrantee staff, DOE project officer monitoring visits, internal state audits, OIG reports; or by DEO staff as a result of observation for resolution of problems or to meet updates required by DOE.
- 2) On-site visits provide firsthand, observable evidence for T&TA. Therefore, through monitoring, DEO staff will analyze data on a variety of financial, production and weatherization retrofit information. Trends indicating extremes high/low in production and completed weatherization measures will be noted and tracked for appropriate follow up. Technical weatherization skills will be closely monitored and any deficiencies will be shared with Subgrantees and specific training requirements will be mandated.
- 3) Subgrantees will have the opportunity to identify and address their own T&TA needs through local initiatives.
- 4) DEO will contract with the Florida Association of Community Action (FACA) to develop and implement a Florida WAP training plan for PY 2022-2023 and BIL. The primary goal of the plan is to provide continuing education and certification opportunities for practitioners of the Florida WAP. Training offerings will include remedial workshops based on QAI outcomes, Energy Auditor, Pre-requisites for Energy Auditor, Customer Services Best Practices, annual weatherization conference sessions, software training, Combustion Testing, Occupational Safety and Health Administration (OSHA) Standards, Blower Door Assisted Weatherization, Certified Renovator, ASHRAE 62.2 2016, NEAT updates, as well as Quality Control Inspector.
- 5) Florida requires successful completion of certification training for all inspectors. Requirements include: BPI Energy Auditor (EA) and Quality Control Inspection (QCI) Certification, Mobile Home Inspection Training, LSW certification, OSHA 10 and 30 Hour. For current certified staff, use of continuing education credits to maintain certification will be funded through T&TA funds. DEO allocates T&TA funds to each Subgrantee for the mandated training, as needed.
- 6) DEO will procure a training provider in collaboration with FACA based on the training needs and other factors for the WAP Network.
- 7) DEO will continue to utilize the FACA contract to conduct BPI EA, QCI, and building science trainings throughout the year and procure a trainer directly to the state that is IREC accredited in all required areas.
- 8) As needed, Subgrantees may receive targeted training for single issue, short-term training pertaining to identified field deficiencies and/or enhancement of existing knowledge, skills, and abilities.
- 9) A WAP Production Snapshot has been instituted to maintain records of staff and their associated training certifications to assess future needs within the program

and to send notifications. A Subgrantee Enterprise Resource Application (SERA) integrated credentialing solution will be released to replace the monthly Production Snapshots.

- 10) DEO management and Subgrantee staff will attend DOE mandated activities/events, National Association for State Community Services Programs (NASCSPP) events, state weatherization managers' meetings, national DOE conferences, and other staff development trainings as needed or required.

DEO will incorporate the following suggestions and feedback when developing the statewide T&TA Plan:

- Grant requirements
- Funding cycle length
- Feedback from Department of Energy (DOE) Project Officers (PO) and monitoring reports
- Grantee monitoring reports of the Subgrantee
- Subgrantee feedback collected and provided through the Florida Association of Community Action (FACA)
- Network trends
- Internal State Audits
- Office of Inspector General (OIG) Reports
- Public Comment received during the Public Comment period for the DOE State Plan
- WAP PAC feedback
- Grantee identified key topics of special focus to improve overall network performance

DEO will be collaborating with the Florida Association of Community Action (FACA) to procure and secure an IREC accredited Training Provider for comprehensive trainings, which will meet the requirements of the Quality Work Plan. FACA and DEO will create a training schedule which will cover the five-year BIL award cycle (PY2022-2027), and be added to the weatherization page on the DEO website. These trainings will be mandatory for the entire Florida WAP network and necessary for the workforce ramp-up. Furthermore, DEO is preparing for the following upcoming program requirements:

- Infrastructure Investment and Jobs Act increase funding levels
- Migration to the online Weatherization Assistant v10 when fully implemented and directed by DOE
- Inclusion of specific updated language from Weatherization Program Notice (WPN)
 - DEO will update specific language on an as-needed basis

Provision of Training and Technical Assistance:

- 1) On-site technical assistance visits will be conducted by DEO monitoring staff, as requested or required. Any Subgrantee experiencing management, production,

operational, or compliance problems will be provided technical assistance and a plan of recommended corrective action. Verbal recommendations will be given to the Executive Director, Weatherization Director, or Weatherization Coordinator prior to the end the visit. A letter or a monitoring report reiterating those recommendations will be sent within 30 days of the visit and a follow-up visit will be made to evaluate progress.

- 2) Subgrantees will have the opportunity to select a training provider for meeting the training needs recommended and mandated by the Florida WAP office. Subgrantees must have DEO approval for all out-of-state training and travel costs. It is strongly recommended that Subgrantees utilize local/in-state training resources to maximize their T&TA funds.
- 3) Should a Subgrantee hire a new Weatherization Director/Coordinator, the Subgrantee is required to notify DEO in writing within 30 days of the date of hire and request training. DEO will contact the Subgrantee within 30 days of receipt of notification to arrange for training. DEO will use in-house staff and/or other weatherization professionals to provide training.
- 4) Subgrantees may use available T&TA funds to support locally initiated training and to make effective use of available state training venues. To assure coordination of training activities, all Subgrantee T&TA funds shall be itemized and budgeted into the following categories:
 - Costs for travel and per diem for attendance at all DEO hosted T&TA workshops, seminars, meetings, or classes.
 - Supplemental training not offered by DEO for Subgrantee staff training must relate directly to the attendee's WAP job duties.
 - Purchase of training materials, including training and testing costs, necessary to meet OSHA safety standards.
 - Percentage of salary for a staff person responsible for ensuring that training, safety requirements, and needs are met and to oversee in-house weatherization training.
- 5) To assure coordination of training activities, all Grantee T&TA funds shall be itemized and budgeted into the following categories:
 - Purchase of training materials, including training and testing costs, necessary to meet OSHA safety standards.
 - Travel for Florida WAP staff to attend conferences, meetings, trainings, and seminars.
 - Other T&TA initiatives in conjunction with local T&TA programs.
- 6) DEO shall continue to assure and effective exchange of program information through:
 - Active involvement with the WAP Policy Advisory Committee (PAC).
 - Promotion of statewide meeting initiated by the Florida Weatherization Network (FWN) Council and representatives of the PAC at which

management, technical, and general informational topics will be discussed according to current need.

- Scheduling statewide weatherization meetings to develop new training approaches and refine the existing courses to best meet the needs of the Subgrantee.
- Updates to program management guidance, including operations memos, information updates and revisions in the Policy and Procedures Manual, when necessary.
- Encouragement of information exchange and skills transfer among Subgrantees on an informal basis.

Attendance/Training Requirements

To help ensure an adequate level of knowledge and understanding among individuals who perform certain duties, Florida will adopt the DOE Standardized Training Curriculum as the reference for minimum training requirements.

Comprehensive Training:

Comprehensive training will be provided by accredited Interstate Renewable Energy Council (IREC) training providers. In compliance with Section 3 of WPN 22-4, DEO will track that comprehensive training for each job category (i.e. Retrofit Installer/Technician, Quality Control Inspector, and Energy Auditor) is obtained within one year of being hired and that re-training occurs thereafter every three years.

Whereas, it is the responsibility of DEO to provide funds for training through IREC training providers, it is the responsibility of the Subgrantee to ensure training is completed by staff and/or subcontractors. DEO will work to develop a plan to assure Subgrantees ensure their contractors obtain and maintain the required Tier 1 training certifications. DEO will monitor Subgrantee progress and track credentials. Weatherization staff may not function unsupervised until training and certification requirements are met.

Specific Training:

Specific training will be provided by DEO T&TA staff or its designee. Training topics will include but not be limited to:

- Annual Network Training during the Florida Association of Community Action Conference;
- Annual Winter WAP Training Workshop;
- Project Management 10;
- Procurement regulations under 2 CFR 200;
- NEAT/MHEA;
- Transition to Online Weatherization Assistant;
- ASHRAE 62.2;

- Standard Work Specifications Review; and
- Peer Exchange Training and Technical Assistance.

2023 DEO WAP Training Opportunities:

DEO and FACA will be hosting the 2023 Winter Training Conference for weatherization intake staff, financial management staff, contractors, and inspectors, within the first 12 months of BIL. This conference is scheduled to take place at the Wyndham Bonnet Creek Resort in Orlando, Florida, from May 15th through 19th, 2023. The following training sessions will be held at the 2023 Winter Training Conference:

- Energy Auditor Certification Training
 - Energy Auditor – Multifamily
 - Energy Auditor – Single Family
- Quality Control Inspector (QCI) Training (BPI)
- Crew Leader Training
- EPA Certified Renovator Training
- Combustion Appliance Zone (CAZ) Refresher Training
- Health and Safety Training
 - ASHRAE 62.2
 - OSHA 10 Construction Safety – Personal Protective Equipment
 - Other health and safety trainings as identified by FACA and DEO.
- HVAC Fundamentals
- Gas Testing and Air Sealing Training
- Weatherization Installer/Technician Fundamentals
- Weatherization 101
 - Principles of home-energy efficiency and building science. Curriculum should follow DOE’s Weatherization Installer/Technician guidelines.
- *(Proposed) Ethics in Weatherization – NASCSP*
- *(Proposed) Federal Updates – NASCSP*
- *(Proposed) Managing Urgency/High Priority Tasks - NASCSP*

Attendance at state sponsored training may be required based on the importance of the topic and information to help correct program deficiencies or to ensure competence in specific areas. In such cases, Subgrantee attendance *will be mandated as a matter of program compliance*.

Other specific trainings beyond those mentioned in this section will be assessed and planned no later than June 30, 2023.

Assessment of State T&TA Activities

Effectiveness of T&TA activities will be evaluated through the following:

- Local training activities and local T&TA expenditure reports,

- Quarterly review of the Florida WAP training tracking database to measure and track training efficiency,
- Onsite monitoring and observations and reporting of improvement in work standards,
- Review of local T&TA curriculum and activities,
- Formal evaluation forms completed by participants to statewide training workshops, and
- Surveys to Subgrantees and contractors.

Client education has been provided over the years by different methods in each area of the state, ranging from detailed discussions with clients during pre-and post-inspections to access to program-related publications. DEO will continue to require WAP Subgrantees to provide client education to each WAP client. Subgrantees will be required to provide (at the minimum) educational materials in verbal and written format.

The Florida WAP will assess fuel savings effectiveness using data provided by the Subgrantees on pre-and post-weatherization energy usage derived from client-submitted energy bills. This analysis provides DEO with the information on a sampling of weatherized units that allows staff to identify significantly high and significantly low performers. DEO will analyze the data for T&TA purposes that allows them to compare effectiveness within a Subgrantee's area and between Subgrantees. The need for additional T&TA will be identified through these comparisons.

Workforce Credentials:

Florida law requires general contractors to meet specific requirements in order to register as a certified general contractor. These requirements are outlined on The Florida Department of Business and Professional Regulation's (DBPR) website, as follows:

1. Pass State certification examination.
2. Fill out initial licensure application form with DBPR.
3. Applicants are required to have four years of experience or a combination of college and experience.
4. Applicants will need to provide proof of financial stability and responsibility by submitting credit reports for themselves and the business entities (if applicable). Credit reports must include a FICO derived credit score and indicate that local, state and federal records have been searched.
5. An applicant must have a background check as part of the licensing process. You must submit your fingerprints using a Livescan Service Provider registered with FDLE immediately after submitting your application for licensure.
6. Applicants are required to attest that they have obtained public liability and property damage insurance in the amounts determined by Board rule. Applicants are also required to obtain workers compensation insurance or obtain an

exemption from workers compensation insurance within 30 days of issuance of their license.

7. Pay the required fee as provided in the application. Make check payable to the Department of Business and Professional Regulation. Military veterans, their spouses and Florida National Guard members may be eligible for a fee waiver, fee reimbursement, and/or fee discount.
8. Must be at least 18 years of age.

Subgrantee's are responsible for regularly checking the Florida DBPR Licensee Search to ensure that their contractors and subcontractors licenses are up to date. Additionally, DEO staff utilize a monitoring instrument that addresses contractor qualification and licensing during annual monitoring visits.

With the assistance of FACA, DEO recently completed a WAP Subgrantee Workforce Survey to determine the number of specialty licensed professionals, retrofit installers, crew leads, energy auditors, inspectors, managers, directors, and support staff within the WAP network, to ensure the network has sufficient staff to meet the DOE BIL grant requirements. DEO will continue to collaborate FACA to develop a complete workforce credential plan to ensure that sufficient number and distribution of certified individuals available to meet and maintain weatherization requirements. T&TA and program outreach will be performed in areas of Florida which lack certified professionals. Florida has also budgeted for the procurement of a workforce development consultant to assist with ramp-up, workforce credential planning, and wage studies during BIL.

BIL QCI Mentoring/Apprenticeship Program:

DEO will work toward establishing a QCI mentorship model in an effort to increase the number of certified individuals in Florida. Individuals working toward QCI certification under the mentorship of a certified QCI may perform work aligned with the QCI Job Task Analysis, including final inspections, monitoring, and the collection of field site data and/or conducting reviews of energy models. All work will be reviewed and approved by a certified QCI. The mentorship program will be allowed for Subgrantees on a case by case basis. Mentor training hours can be reimbursed through T&TA dollars.

Sub-grantees desiring to implement a mentorship program will be required to submit a plan including:

1. Identify the QCI candidate and the QCI mentor.
2. Experience of the QCI candidate toward meeting pre-requisites for certified Energy Auditor and QCI.

Based on the experience of the candidate, a timeline for completing QCI certification will be established. The QCI candidate will shadow the mentor and then successfully complete at least three inspections with mentor on-site. The candidate will then be allowed to work independently with all work performed reviewed and attested by a certified QCI which includes the printed names, signatures, certification number (for the mentor) and dated by both the mentor and candidate. Subgrantee's will be required to create an internal policy and procedure prior to implementation.

BIL Contractor/Crew Incentives Program:

In an effort to increase contractor and crew recruitment across the State of Florida, DEO will work towards establishing an incentive program for new and existing contractors and crews within the Florida weatherization network, during BIL. Florida is proposing the following incentives:

Contractor Incentives:

- Retention bonuses
 - 1-year (\$500), 3-year (\$1,000), and 5-year (\$1,500)
 - Contractor must have worked on at least one BIL dwelling within the retention year to be eligible for a bonus.

Crew Incentives:

- Sign-on bonuses
 - \$250 for new crew (RIT, Crew Lead, EA, and QCI)
- Retention bonuses
 - 12-month (\$500), 2-year (\$750), 5-year (\$1,250)

Subgrantee's will be required to create an internal policy and procedure prior to implementation.

Percentage of Overall Trainings

	Comprehensive Trainings:	50
	Specific Trainings:	50

Breakdown of T&TA training budget

	Percent of budget allocated to Auditor/QCI trainings:	40
--	---	----

Percent of budget allocated to Crew/Installer trainings:	40
Percent of budget allocated to Management/Financial trainings:	20

V.9. Energy Crisis and Disaster Plan

The purpose of DEO's disaster plan is to provide emergency services to low-income individuals and families affected by a disaster as determined by a Presidential or Gubernatorial order declaring either a federal or state emergency. WAP grant funds have a very limited role in any disaster response. Funds are limited to eligible weatherization activities and the purchase and delivery of weatherization materials.

Subgrantees will be required to prioritize service to buildings occupied by disaster victims. In some cases, Subgrantees covering adjacent areas will be allowed to perform work in disaster areas, with the consent of the Subgrantee that primarily serves that area. Work will be limited to allowable program measures. In cases where a previously assisted unit has been damaged by fire, flood, or other natural disaster, assistance can be provided with prior approval from DEO.

The DOE-issued WPN 12-07 provides guidance on the use of WAP in the event of disasters. In the event of a declared disaster, DEO will issue a State Weatherization Program Notice clarifying the policies, procedures, and activities that will be allowed to be implemented by Subgrantees in the declared area.

Weatherization service requests received from households located in the disaster area may need to be reprioritized. Households eligible to be prioritized are those households that meet one of the priorities established in regulations and are free and clear of any insurance claim, or other form of compensation, as a result of damage incurred by the disaster.

Other disaster related activities that may be considered but will require prior approval from DEO include:

- a. Debris removal at a dwelling unit so that the dwelling can be weatherized;
- b. Weatherization personnel can be paid to perform functions related to protecting DOE WAP investment, such as:
 - i. Securing weatherization material, tools, equipment, weatherization vehicles; or
 - ii. Protection of local Subgrantee weatherization files, records, and the like during the initial phase of the disaster response.

Weatherization vehicles and/or equipment may be used to help assist in disaster relief provided that WAP is reimbursed in accordance with Title 2 CFR Part 200. The cost to pay for weatherization personnel to perform relief work outside the scope of weatherization due to a disaster is not allowable.

The total allowance for the installation of each weatherization measure is limited to the current maximum reimbursement per Subgrantee contract.



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Florida Administrative Register Notice

Miscellaneous

DEPARTMENT OF ECONOMIC OPPORTUNITY

Division of Community Development

Policy Advisory Council - Infrastructure Funding 2022

The Florida Department of Economic Opportunity (DEO) announces a public meeting.

DATE AND TIME: Monday, September 19, 2022, 1:00 p.m., Eastern Time.

PLACE: Florida Department of Economic Opportunity, Caldwell Building, 107 East Madison Street, Tallahassee, Florida 32399-4120, Third Floor, Conference Room 332

Tele-Conference Number: 850-988-5144, Phone Conference ID: 329806011#

GENERAL SUBJECT MATTER TO BE CONSIDERED: DEO will conduct a meeting with the Weatherization Assistance Program (WAP) Policy Advisory Council (PAC) to discuss the development of the 2022-2023 Bipartisan Infrastructure Law (BIL) State Plan Application, which will be submitted to the United States Department of Energy (DOE) on Saturday, October 1, 2022.

A copy of the agenda may be obtained by contacting: Ms. Danielle McNair, Interim Community Program Manager (WAP), Bureau of Economic Self-Sufficiency (BESS), 107 East Madison Street, MSC 400, Tallahassee, Florida 32399-4120.

Copies may also be obtained by calling 850-717-8523 or emailing Danielle.McNair@DEO.MyFlorida.com

APPEALS INFORMATION: If a person decides to appeal any decision of DEO with respect to any matter considered at the public meeting, they will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence from which the appeal is to be issued.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least five days before the workshop/meeting by contacting: Ms. Danielle McNair, Interim Community Program Manager (WAP), Bureau of Economic Self-Sufficiency, 107 East Madison Street, MSC 400, Tallahassee, Florida 32399-4120. Copies may also be obtained by calling 850-717-8523 or emailing Danielle.McNair@DEO.MyFlorida.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800) 955-8771 (TDD) or 1(800) 955-8770 (Voice).



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Policy Advisory Council Members

**WEATHERIZATION ASSISTANCE PROGRAM
ADVISORY COUNCIL MEMBERS
WAP Bipartisan Infrastructure Law (BIL) Application**

- 1. Ms. Amy Yount, President and CEO**
Step Up Suncoast, Inc.
6428 Parkland Drive
Sarasota, Florida 34243
Phone: (941) 827-2887, Ext. 7901
Email: AYount@StepUpSuncoast.org
(REPRESENTS EXECUTIVE DIRECTORS OF COMMUNITY ACTION AGENCIES)
- 2. Ms. Kenya Woodard, Interim Executive Director**
Florida Association for Community Action
5508 Co-Working and Collaboration Exchange
5508 N. 50th St., Suite 30
Tampa, Florida 33610
Phone: (954) 940-8041
Email: Admin@Faca.org
(REPRESENTS FLORIDA COMMUNITY ACTION NETWORK)
- 3. (Chairperson) Mr. Melvin Philpot, Products & Services Manager**
Duke Energy
3300 Exchange Place, NP2A
Lake Mary, Florida 32746
Phone: (407) 942-9332
Email: Melvin.Philpot@Duke-Energy.com
(REPRESENTS PRIVATE ENTERPRISE)
- 4. Ms. Keantha Moore, Interim Bureau Chief
Bureau of One-Stop and Program Support**
Florida Department of Economic Opportunity
107 East Madison Street
Tallahassee, Florida 32399-4133
Phone: (850) 245-7413
Email: Keantha.Moore@DEO.MyFlorida.com
(REPRESENTS WORKFORCE PROGRAMS)
- 5. Mr. Terry Mutch, Weatherization Assistance Program Manager**
Capital Area Community Action Agency, Inc.
309 Office Plaza Drive
Tallahassee, Florida 32301
Phone: (850) 222-2043
Email: Terry.Mutch@CACAAInc.org
(REPRESENTS WAP SUBRECIPIENT AGENCIES)
- 6. Mr. Al Miller, Division Director**
Agricultural and Labor Program, Inc.
300 Lynchburg Road
Lake Alfred, Florida 33850-2576
Phone: (863) 956-3491, Ext. 212
Email: AMiller@Alpi.org
(REPRESENTS MIGRANT & SEASONAL FARMWORKERS)
- 7. Ms. Paige Baker, FCCM, Senior Management Analyst Supervisor**
Contract Management and Technical Assistance Unit
Department of Elder Affairs
4040 Esplanade Way
Tallahassee, Florida 32399-1700
Phone: (850) 414-2390
Email: BakerM@ElderAffairs.org
(REQUIRED SEAT REPRESENTS ELDERLY PERSONS)
- 8. Ms. Karen Hagan, Director of Policy and Emergency Management**
Agency for Persons with Disabilities
4030 Esplanade Way
Tallahassee, Florida 32399-0950
Phone: (850) 412-0085
Cell: (850) 545-7724
Email: Karen.Hagan@ApdcCares.org
(REQUIRED SEAT REPRESENTS PERSONS WITH DISABILITIES)
- 9. VACANT**
(REQUIRED SEAT REPRESENTS NATIVE AMERICANS)
- 10. Ms. Shila Salem, Deputy Assistant Secretary for Economic Self-Sufficiency**
Florida Department of Children and Families
2415 N. Monroe St. Suite 400
Tallahassee, Florida 32303
Phone: (850) 717-4518 (Assistant, Ms. Whipple)
Email: Shila.Salem@MyFIFamilies.com
(REQUIRED SEAT REPRESENTS CHILDREN)

Florida Weatherization Assistance Program Advisory Council Member Profiles FY 2022 - 2027

REPRESENTING EXECUTIVE DIRECTORS OF COMMUNITY ACTION AGENCIES

Ms. Amy Yount, President, and CEO
Step Up Suncoast, Inc.
6428 Parkland Drive
Sarasota, Florida 34243
Phone: (941) 827-2887, Ext. 7901
Email: AYount@StepUpSuncoast.org

Amy Yount has been part of Step Up Suncoast, Inc., a Community Action Agency, for over twenty years, serving as a Fiscal/Finance Director, Chief Financial Officer, and most recently, the President and Chief Executive Officer. She holds a B.S. in Business Administration - Accountancy, an M.B.A. in Executive Leadership, and is a Certified Public Accountant. Additionally, Amy has earned the prestigious certification of Certified Community Action Professional. Her focus is to build upon the foundation of excellence throughout Step Up's business operations to further strengthen and grow the organization in order to optimize outcomes for the benefit of the clients, employees, and community.

Step Up Suncoast delivers a wide variety of services and programs over a five-county area: Charlotte, DeSoto, Hardee, Manatee, and Sarasota. Incorporated in 1968, Step Up Suncoast provides services with a whole-family approach to making a difference to over 12,000 individuals annually. With a budget of just over \$20 million, Step Up Suncoast is a leader in identifying needs and bringing together resources and services for individuals, children, and families. By empowering individuals and families to achieve long-term economic stability through education, support services, and community partnerships, we can realize our vision of providing pathways to employment and intergenerational economic security.

REPRESENTING FLORIDA COMMUNITY ACTION NETWORK

Ms. Kenya Woodard, Interim Executive Director
Florida Association for Community Action (FACA)
5508 Co-Working and Collaboration Exchange
5508 North 50th Street, Suite 30
Tampa, Florida 33610
Phone: (954) 940-8041
Email: Admin@Faca.org

Kenya Woodard is the interim executive director for the Florida Association for Community Action, Inc. Her affiliation with Community Action began in 2019 as events manager for the association, planning its Annual Training Conference. Prior to joining FACA, Kenya was a writer and reporter for several news outlets and handled public relations for statewide and national nonprofit organizations.

REPRESENTING PRIVATE ENTERPRISE

Mr. Melvin Philpot, Products & Services Manager
Duke Energy
3300 Exchange Place, NP2A
Lake Mary, Florida 32746
Phone: (407) 942-9332
Email: Melvin.Philpot@Duke-Energy.com

Melvin Philpot is a Products & Services Manager for Duke Energy in Lake Mary Florida. He has been employed with the company for 40 years. He is currently the Program Manager for the nationally renowned “Neighborhood Energy Saver Program.”

He is very active with many local and state organizations where he serves on the following boards/committees:

- Chairman, City of Sanford Martin Luther King Jr. Steering Committee
- Chairman, Board of Commissioners, Sanford Housing Authority
- Secretary, Board of Directors, Central Florida Urban League
- Executive Board, Florida Housing Coalition
- Board of Directors, Rescue Outreach Mission
- Goldsboro Choice Neighborhood Initiative
- Goldsboro Front Porch Advisory Board
- Member, American Association of Blacks In Energy, Florida Chapter
- Duke Energy Florida President’s Diversity Cabinet
- Co-founder, Florida Youth Energy Academy
- Board of Directors, Agriculture & Labor Program Inc.
- Board of Directors, Suncoast Housing Connections.

REPRESENTING WORKFORCE PROGRAMS

Ms. Keantha Moore, Interim Bureau Chief
Bureau of One-Stop and Program Support
Department of Economic Opportunity
107 East Madison Street
Tallahassee, Florida 32399-4133
Phone: (850) 245-7413
Email: Keantha.Moore@DEO.MyFlorida.com

Keantha B. Moore currently serves as the Interim Chief of the Bureau of One-Stop and Program Support within the Florida Department of Economic Opportunity’s (DEO) Division of Workforce Services. In this capacity, she serves as the administrative and programmatic manager of the Bureau and is responsible for overseeing policy development, compliance, training, and guidance for Florida’s 24 Local Workforce Development Boards. Mrs. Moore joined DEO in 2016 following nearly an eight-year tenure within Florida’s workforce development system at the local and state levels. Her workforce experience spans from working directly on the front lines assisting job seekers in need to serving as a member of senior leadership helping to establish the strategic direction for workforce programs and policies.

Prior to her work in the workforce development arena, Mrs. Moore also had several years of management experience within various affordable housing programs. She has a bachelor’s degree in business administration from Flagler College and holds certifications as a Florida Certified Workforce Development Professional and Florida Certified Contract Manager.

REPRESENTING WAP SUBRECIPIENT AGENCIES

Mr. Terry Mutch, Weatherization Assistance Program Manager
Capital Area Community Action Agency, Inc.
309 Office Plaza Drive
Tallahassee, Florida 32301
Phone: (850) 222-2043
Email: Terry.Mutch@CACAAInc.org

Terry Mutch has been with Capital Area Community Action Agency, Inc. (CACAA) since 2009, and serves as the Weatherization Assistance Program Manager. He manages the day to day operations of the program and is a BPI Certified Quality Control Inspector. Prior to joining CACAA, he worked as a building inspector and construction manager in central Florida, overseeing residential and multi-family developments. He holds a degree in Architectural Studies from Florida Agricultural and Mechanical University in Tallahassee, Florida.

REPRESENTING THE ELDERLY

Ms. Paige Baker, FCCM, Senior Management Analyst Supervisor
Department of Elder Affairs
4040 Esplanade Way
Tallahassee, Florida 32399-1700
Phone: (850) 414-2390
Email: BakerM@ElderAffairs.org

Paige Baker currently serves as the Senior Management Analyst Supervisor for the Department of Elder Affairs. In this role, Paige oversees the management of several state and federal programs and grants including: Older Americans Act, Community Care for the Elderly, Home Care for the Elderly, Local Services Projects, and Emergency Home Energy Assistance for the Elderly Program.”

REPRESENTING MIGRANT AND SEASONAL FARMWORKERS

Mr. Al Miller, Division Director
Agricultural and Labor Program, Inc.
300 Lynchburg Road
Lake Alfred, Florida 33850-2576
Phone: (863) 956-3491, Ext. 212
Email: AMiller@Alpi.org

Al Miller is currently the Deputy Director of the Community and Economic Development Division for the Agricultural and Labor Program, Incorporated (ALPI), a Community Action Agency. His division oversees the Low Income Home Energy Assistance Program (LIHEAP) in Polk; Highlands; Martin; St. Lucie; Hendry; Glades; and, Collier Counties; Emergency Home Energy Assistance Program (EHEAP) in Polk County; and, the Community Services Block Grant (CSBG) program in Polk; Highlands; Hendry; and, Glades Counties. His division is also responsible for an Emergency Assistance program for farmworkers (Statewide) and the Emergency Services Grant (ESG), a homeless grant, through a sub-recipient agreement with the Highlands Coalition for the Homeless.

After working with ALPI from 1992 – 1996, Mr. Miller returned to ALPI in 2015 where continues to serve as Deputy Director. Mr. Miller worked in Hillsborough County Purchasing; the Adult Migrant Farmworker Program with the Florida Department of Education; and, as a Program Monitor to the old Comprehensive Employment and Training Act (CETA) and the Job Training Partnerships Act (JTPA) programs in Pasco County. Additionally, he is a licensed Attorney with more than five (5) years of legal practice experience, which includes two (2) years as an Assistant Public Defender in Polk County and two (2) years in private practice as an Associate Attorney and Assistant City Attorney for the City of Pinellas Park.

REPRESENTING HANDICAPPED/DISABLED

Ms. Karen Hagan, ECO
Director of Policy and Emergency Management
Agency for Persons with Disabilities
4030 Esplanade Way
Tallahassee, Florida 32399-0950
Phone: (850) 412-0085
Cell: (850) 545-7724
Email: Karen.Hagan@ApdCares.org

Karen Hagan is the Director of Policy and Emergency Management for the Florida Agency for Persons with Disabilities (APD). She has been with the agency since February 2015, manages policies and operating procedures, and serves as APD's Emergency Coordination Officer and Interagency Fusion Liaison to the Florida Fusion Center. She is a retired American Red Cross executive, and her background includes leadership and management of agencies, teams, and task forces, serving on over 50 presidentially declared disasters, work in state and federal Emergency Operations Centers, and catastrophic and major disaster planning and response. Karen has a master's in Social Work Policy and Administration from Rutgers University, a bachelor's degree in Public Health Education from the State University of New York at Brockport and has done post graduate work in Organizational Leadership at the Kennedy School of Government at Harvard University.

REPRESENTING NATIVE AMERICANS

(VACANT)

REPRESENTING CHILDREN

Ms. Shila Salem
Deputy Assistant Secretary for Economic Self-Sufficiency
Florida Department of Children and Families
2415 N. Monroe St. Suite 400
Tallahassee, Florida 32303
Phone: (850) 717-4518 (Assistant, Ms. Whipple)
Email: Shila.Salem@MyFIFamilies.com

Shila A. Salem currently serves as the Deputy Assistant Secretary for the Office of Economic Self-Sufficiency at the Florida Department of Children and Families. In this role, Shila is responsible for serving as a senior leader who quickly identifies and solves operational challenges through effectively managing program operations, identifying, and implementing efficiencies, and seeking opportunities to enhance and integrate programs in the Economic Self-Sufficiency (ESS) program areas across the agency. These program areas include Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Medicaid Eligibility, Refugee Services, Homelessness Programs, Emergency Response Programs and Public Benefits Integrity. Shila has over 27 years of public sector experience, possess extensive experience in Leadership and Senior Management roles, and has experience leading cohesive teams dedicated to achieving strategic objectives through continuous process improvements.

Shila is a Fayetteville, North Carolina native and has resided in Florida for over 23 years. Shila earned a Bachelor of Science degree in Criminal Justice from Fayetteville State University and a Master of Arts degree in Management from Webster University. She is also a graduate of the Florida Criminal Justice Executive Institute - Senior Leadership Program. Shila has dedicated her career to championing solutions that elevate individuals who face challenges navigating societal and economic barriers through the formation of highly effective partnerships, directing strategic investments and resource alignment. Shila embraces her role as a servant leader who works daily to empower others and believes that every day is another opportunity to help others thrive.



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

**Public Hearing Transcript and
Policy Advisory Council Minutes**

Florida Department of Economic Opportunity - Public Meeting

Public Meeting

October 10, 2022

Vol 1

PHIPPS REPORTING is now  **LEXITAS™**

STATE OF FLORIDA
DIVISION OF COMMUNITY DEVELOPMENT

PUBLIC MEETING

VOLUME 1 (Pages 1 - 30)

DATE TAKEN: Monday, October 10th, 2022

TIME: 10:00 a.m. - 10:30 a.m.

Department of Economic Opportunity
107 E. Madison Street, Room 332
MSC 400

Tallahassee, Florida 32399

And Teleconference

And Teams

Stenographer appeared remotely via
Teams

Stenographically Reported By:

Brandy Duxbury, Stenographer

Job No. : 276565

APPEARANCES:

Present in person:

Danielle McNair, Interim Community Program Manager
for the Weatherization Assistance Program

Debbie Smiley, Bureau Chief for the Bureau of
Economic Self-Sufficiency with the Department of
Economic Opportunity

Dylan Owens, Government Operations consultant for
the Weatherization Assistance Program

Frankie Hernandez, Community Program Manager for the
CSBG Program

Steven Stefos (phonetic), Government Operations
consultant too for the Weatherization Assistance
Program

Present via Teams:

Melvin Philpot, Duke Energy

Paige Baker, Department of Economic Opportunity

Ian Golden, Brevard County

Jorge Barrios, Centro Campesino

Terry Mutch, Capital Area Community Action Agency

Mike, McKee, Meals on Wheels

Patricia Phillip, Lake Community Action Agency

Karen Moreno, Northeast Florida

Linzo Gano, Step Up Sun Coast

Amy Yount, Step Up Sun Coast

Georgia Myers, Tampa-Hillsborough Action Plan

Lisa Mascagni, Lisa Tampa-Hillsborough Action Plan

Kenya Woodard, Florida Association for Community
Action

Greg (unidentified), St. John's Housing Partnership

Cheryl (unidentified), St. John's Housing
Partnership

Bill Lazar, St. John's Housing Project

I N D E X

RE: Discussions:

	PAGE
Appearances	4
Budget Plan by Ms. McNair	14
Annual File by Ms. McNair	15
Master File by Ms. McNair	17
Bill Initiatives by Ms. McNair	22
Public Comments	26
Reporter's Certificate	30

Page 4

1 The Proceedings began at 10:00 a.m.:

2 MS. MCNAIR: Good morning, everyone. All

3 right. Well, we'll go ahead and get started.

4 I'd like to welcome you all to the public

5 hearing on the 2022-2027 US Department of

6 Energy Bipartisan Infrastructure Law Plan.

7 This morning we're meeting to obtain input

8 and recommendations from the public and

9 interested parties concerning The US Department

10 of Energy Bipartisan Infrastructure Law Plan

11 Application for the Weatherization Assistance

12 Program.

13 So can everyone hear me?

14 UNIDENTIFIED MALE SPEAKER: Yes, we do.

15 MS. MCNAIR: Okay. Great. Sorry, I just

16 want to make sure you all can hear me.

17 So for this meeting, I will be referring

18 to the Weatherization Assistance Program as

19 WAP, or Weatherization for short. I'll also be

20 referring to the Bipartisan Infrastructure Law

21 as BILL, or Infrastructure for short. The draft

22 of the bill plan has been available upon

23 request since September 29th, 2022, and this

24 public hearing is now called to order.

25 It is 10:01 a.m. in the morning. My name

Page 5

1 is Danielle McNair. I'm the interim community

2 program manager for the Weatherization

3 Assistance program in Florida, and I will be

4 conducting this public meeting. In attendance

5 with me today are DEO staff, and I'll take roll

6 call for those present in the room with me.

7 So with me I have Ms. Debbie Smiley, the

8 bureau chief for the Bureau of Economic

9 Self-Sufficiently with the Department of

10 Economic Opportunity.

11 MS. SMILEY: Good morning, everyone.

12 MS. MCNAIR: With me, I also have Dylan

13 Owens. He is a government operations

14 consultant for the Weatherization Assistance

15 Program.

16 MR. OWENS: Good morning.

17 MS. MCNAIR: With me, I also have

18 Mr. Frankie Hernandez, the community program

19 manager for the CSBG Program.

20 MR. HERNANDEZ: Good morning, everyone.

21 MS. MCNAIR: Good morning. And with us

22 virtually is Mr. Steven Stefos (phonetic).

23 He's a government operations consultant too for

24 the Weatherization Assistance Program.

25 MR. STEFOS: Good morning, everyone.

Page 6

1 MS. MCNAIR: All right. Thank you all.

2 And now I'll it take roll call for those

3 who have joined us via call-in and Microsoft

4 Teams. Please state your name and the

5 entity -- and the entity you represent.

6 Is anyone from the Policy Advisory Council

7 in attendance?

8 MR. PHILPOT: Melvin Philpot is here from

9 Duke Energy.

10 MS. MCNAIR: Good morning, Mr. Philpot.

11 How are you?

12 MR. PHILPOT: Very well. Thank you.

13 MS. MCNAIR: Are any of our other Policy

14 Advisory Council members present?

15 MS. BAKER: Paige Baker with DOEA.

16 MS. MCNAIR: Good morning, Ms. Baker.

17 Do we have any other Policy Advisory

18 Council members present?

19 All right. Well, thank you, Policy

20 Advisory Council members. I welcome you.

21 Next, we'll move on to the Florida

22 Weatherization Network. I'll take roll call

23 for the Weatherization sub-recipients. Again,

24 please state your name and the entity you

25 represent.

Page 7

1 Is Bay County Council on Aging present?

2 Bay County Council on Aging?

3 Is Brevard County present?

4 MR. GOLDEN: Present.

5 MS. MCNAIR: Thank you. Could you please

6 state your name.

7 MR. GOLDEN: Ian Golden with Brevard

8 County. I think we have a couple other people

9 on here also.

10 MS. MCNAIR: Thank you, Mr. Golden.

11 Is anyone from Capital Area Community

12 Action Agency present?

13 (Teams announcement on someone joining the

14 meeting.)

15 Is anyone from Capital Area Community

16 Action Agency present?

17 All right. Anyone from Central Florida

18 Community Action Agency?

19 Centro Campesino?

20 MR. BARRIOS: Present, Jorge.

21 MS. MCNAIR: Good morning, Jorge.

22 Anyone from Community Action Program

23 Committee?

24 MR. MUTCH: Danielle, this is Terry. I'm

25 with Capital Area and on the Policy Council. I

Page 8

1 am here.
2 MS. MCNAIR: Hey. Good morning, Terry.
3 Is anyone from Community Action Program
4 Committee present for the call?
5 All right. Anyone from Lake Community?
6 MS. PHILLIP: Patricia Phillip, Lake
7 Community Action Agency.
8 MS. MCNAIR: Good morning, Patricia.
9 MS. PHILLIP: Good morning.
10 MS. MCNAIR: I'd ask if Meals on Wheels
11 was present, but I see that you're present,
12 Mr. McKee.
13 MR. MCKEE: Yes, hello. Good morning.
14 MS. MCNAIR: Good morning. It's nice to
15 see you.
16 Is anyone from Miami-Dade County present?
17 Miami-Dade County? Miami-Dade County?
18 All right. Is anyone from Monroe County
19 present for the call?
20 Monroe County?
21 All right. Anyone from Northeast
22 Community Action Agency present?
23 MS. MORENO: Karen Moreno with Northeast
24 Florida.
25 MS. MCNAIR: Good morning, Ms. Moreno.

Page 9

1 Is there anyone from Osceola County
2 Council present?
3 Anyone from Pinellas County Urban League
4 present for this call?
5 St. John's Housing Partnership?
6 ST. JOHN'S HOUSING REPRESENTATIVE: Good
7 morning. Greg with St. John's Housing.
8 MS. MCNAIR: Good morning.
9 ST. JOHN'S HOUSING REPRESENTATIVE: And
10 Cheryl.
11 MS. MCNAIR: Good morning, everyone.
12 Is there anyone from Step up Sun Coast
13 present for the call?
14 MS. GANO: We are here.
15 MS. MCNAIR: Could you please state your
16 name?
17 MS. GANO: Linzi Gano.
18 MS. YOUNT: Amy Yount.
19 MS. MCNAIR: Thank you, Linzi.
20 Thank you, Amy.
21 And, lastly, anyone from
22 Tampa-Hillsborough Action Plan?
23 Okay. All right. We'll go ahead and
24 get --
25 MS. MYERS: Yes, here.

Page 10

1 MS. MCNAIR: Okay. Could you please state
2 your name?
3 MS. MYERS: Georgia Myers.
4 MS. MCNAIR: Thank you.
5 So as a reminder --
6 (Background-noise interruption.)
7 MS. MCNAIR: -- verbal and written
8 comments will be accepted during this hearing.
9 (Teams announcement on someone joining the
10 meeting.)
11 MS. MCNAIR: You can also send your
12 comments to my e-mail, which is
13 D-a-n-i-e-l-l-e, dot, M-c-n-a-i-r,
14 @deo.myflorida -- spelled out -- dot com.
15 During this presentation, I will stop
16 periodically for any questions and comments.
17 When making a comment or asking questions,
18 please state your name and the entity you
19 represent.
20 At the end of this presentation, there
21 will be additional opportunity for questions
22 and comments. An official transcript of this
23 meeting will be prepared and sent to the US
24 Department of Energy for their information,
25 analysis and approval.

Page 11

1 Are there any questions or comments on
2 anything I've covered up until this point?
3 MS. WOODARD: Hi, Danielle. This is Kenya
4 with the Florida Association for Community
5 Action.
6 MS. MCNAIR: Hi, Kenya. Good morning.
7 MS. WOODARD: Good morning.
8 MS. MCNAIR: Does anyone have any
9 questions so far?
10 All right. Well, we'll go ahead and get
11 started. What I'm going to do is I will share my
12 screen so that you all can see a copy in front
13 of you of our draft-bill plan.
14 Can someone confirm if you can see the
15 draft on the screen, if you're attending via
16 teams?
17 UNIDENTIFIED MALE SPEAKER: Yes.
18 UNIDENTIFIED FEMALE SPEAKER: Yes.
19 MS. MCNAIR: Wonderful. All right. So
20 I'll begin my overview of the bill-plan
21 process. The Florida Department of Economic
22 Opportunity, or DEO --
23 (Teams announcement on someone joining the
24 meeting.)
25 MS. MCNAIR: -- has provided a notice of

<p style="text-align: right;">Page 12</p> <p>1 this public hearing through an advertisement in 2 the Florida Administrative Register in 3 compliance with Florida Statute 120.525 and 10 4 CFR 400 -- 440, Section 14. 5 The State of Florida's Bipartisan 6 Infrastructure Law Plan for program year 7 2022-2027 serves as Florida's application to 8 the U.S. Department of Energy for WAP funds 9 that will cycle for five years. The allocation 10 will \$93 million in federal residential energy 11 conservation funding. These funds will provide 12 assistance to more than 6,000 households across 13 the state. The Weatherization Assistance 14 Program provides energy services to 15 income-eligible individuals and families to 16 improve the energy efficiency of their 17 dwellings and to reduce their housing 18 expenditures for fuel. 19 Federal rules require states to submit a 20 state plan for the administration of the 21 program which serves as the states application. 22 This plan was prepared in accordance with the 23 final rule for the program, 10 CFR, Part 440, 24 and with available grant guidance issued by 25 DOE.</p>	<p style="text-align: right;">Page 14</p> <p>1 we'll go ahead and review the bill budget. In 2 the budget allocation section, the allocation 3 for this grant for Florida will be \$93,648,158. 4 Our program allocation is \$77,286,789. The 5 training and technical assistance allocation is 6 \$16,361,369. 7 For the program year 2022-2027, the 8 statutory 15 percent of administrative funds 9 will be divided equally between the 10 sub-recipients and DEO. The state will retain 11 7.5 percent of the grant for the administrative 12 costs, and 7.5 percent will be made available 13 to programs sub-recipients as per Department of 14 Energy guidance. The program allocation is 15 split into program operations, audit, 16 insurance, and health and safety. 17 Program operations is part of the budget 18 that is applied towards materials, labor and 19 program support for household energy 20 conservation measures. Health and safety 21 improvements budgeted at approximately 22 15 percent of the program operation budget. 23 The budget justification -- which I will 24 pull up on the screen -- the budget 25 justification details Weatherization Assistance</p>
<p style="text-align: right;">Page 13</p> <p>1 The format for this plan is based on the 2 Department of Energy's application package and 3 is divided into sections, some of which 4 typically do not change from year to year, such 5 as conditions, dwelling types, et cetera. 6 The bill plan was due to the Department of 7 Energy on October 1st, 2022. All comments from 8 today will be captured and considered for the 9 inclusion in the plan. Questions or comments 10 not spoken during the call today may still be 11 included by e-mail. Are there any questions or 12 comments currently? 13 MS. MASCAGNI: I'm here. 14 Could you please state your name? 15 MS. MASCAGNI: I'm sorry. This is Lisa 16 Mascagni, Tampa-Hillsborough Action Plan. I've 17 been kicked out twice so -- 18 MS. MCNAIR: On, no. 19 MS. MASCAGNI: -- so I'm trying to get 20 back in. Sorry. 21 MS. MCNAIR: Thank you for stating your 22 name. No worries. We'll make sure to mark you 23 as present. Thank you. 24 So I'm going to go ahead and show you all 25 our budget for this plan. Here we go. Now</p>	<p style="text-align: right;">Page 15</p> <p>1 Program personnel positions, duties and 2 salaries, including fringe. 3 (Teams announcement on someone joining the 4 meeting.) 5 MS. MCNAIR: The indirect cost-rate 6 package shows the DEO's provisional rate of 7 42.76 percent. 8 Next, we'll move on to the annual file. 9 Does anyone have any questions about the 10 budget so far? 11 MR. LAZAR: This is Mr. Lazar, so the 12 total for Section B, line F on the far right 13 seems off. 14 MS. MCNAIR: Okay. We'll take a look at 15 that. Thank you for your comment, Mr. Lazar. 16 I'll go ahead and pull up the annual file 17 on my screen. Just bear with me one moment. 18 The annual file discusses the network's budget 19 allocation and production for the number of 20 homes required. 21 Please note that in April of this year, 22 the Suwannee River Economic Council departed 23 from the Weatherization Network. The counties 24 they previously serviced are being temporarily 25 serviced by Capital Area Community Action</p>

Page 16

1 Agency based in Tallahassee.
2 Funds will be distributed to all 67
3 counties in Florida. Florida uses census data
4 and a funding formula consisting of the numbers
5 of low-income households along with heating and
6 cooling degree days to calculate allocation for
7 each county, then the county budgets are
8 allocated to the sub-recipients.
9 Agency information and funding amounts can
10 be found in the annual-plan section. Based on
11 these funding figures, it is -- it is
12 approximately 7,076 dwellings that will be
13 weatherized with Department of Energy bill
14 funds during the program year 2022 and 2027.
15 Again, Florida Weatherization
16 will continue to prioritize assistance for
17 elderly persons, households with children,
18 persons with disabilities --
19 (Teams announcement on someone leaving the
20 meeting.)
21 MS. MCNAIR: -- with high-energy burdens
22 and homes with high-energy consumption.
23 Are there any budget questions at this
24 time? Or questions regarding our annual file?
25 Do we have any questions regarding our

Page 17

1 budget or annual file?
2 All right. Well, we'll go ahead and move
3 on to our master file. Just bear with me one
4 moment, and I'll pull it up on the screen.
5 All right. The primary goal of the
6 Weatherization Assistance Program is to
7 implement cost-effective weatherization
8 procedures to conserve energy and lower utility
9 bills for the people of Florida.
10 Additionally, while measures -- while
11 energy measures are installed, some
12 improvements that correct health and safety
13 hazards for the wellbeing of clients, their
14 dwellings, and weatherization personnel may be
15 installed.
16 Each weatherized home will be individually
17 assessed by a BPI, or Building Performance
18 Institute, certified energy auditor to
19 determine the impact and savings associated
20 with potential energy conservation measures in
21 the existence of potential hazards to
22 Weatherization staff or clients.
23 The Weatherization Assistance Program will
24 continue to incorporate the health-and-safety
25 plan into our program when conditions within

Page 18

1 the home are such that the health and safety of
2 a client, crew or subcontractor may be
3 jeopardized through weatherization activities.
4 Work must not proceed until such problems are
5 remedied.
6 Is there any questions or comments on the
7 master plan at this time?
8 MR. LAZAR: Hey, Danielle?
9 MS. MCNAIR: Hi.
10 MR. LAZAR: This is Bill Lazar with the
11 Housing Project. What is it -- I'm just not
12 remembering if this was last time. What does
13 it mean that there's both categorical and
14 traditional eligibility if someone has been
15 approved for one of the other HUD programs?
16 They'll automatically be eligible for
17 weatherization without having to reverify their
18 income?
19 MS. MCNAIR: Yes, I believe that is
20 correct.
21 MR. LAZAR: Okay.
22 MS. MCNAIR: Mm-hmm.
23 And, Debbie, would you confirm that as
24 well?
25 MS. SMILEY: So, Mr. Lazar, hey, this is

Page 19

1 Debbie. You mentioned HUD, not necessarily the
2 categorical eligibilities, are listed in the
3 state plan. I don't know what page that's on.
4 MS. MCNAIR: Mm-hmm.
5 MS. SMILEY: But it does list -- provide
6 you with an example of the different programs
7 that are included in the categorical
8 eligibility, and HUD is not -- HUD doesn't have
9 a program on that list.
10 MR. LAZAR: Okay, so -- because it says
11 80 percent of the area-median income, and I
12 always -- it's so confusing. Sometimes the
13 state and HUD both use that term differently
14 with the SJH Program, but we are saying that
15 they might be eligible to --
16 (Teams announcement on someone joining the
17 meeting.)
18 MR. LAZAR: -- but it -- it does not
19 include USDA-type activities; it's just HUD
20 activities?
21 MS. SMILEY: Could you guide me to the
22 page that you are referring to, sir?
23 MR. LAZAR: It is page 1 of 20 on the
24 master file narrative.
25 MS. SMILEY: Oh, okay. Gotcha.

Page 20

1 MR. LAZAR: And then it's B.1.1.
2 MS. SMILEY: I got you.
3 (Teams announcement on someone leaving the
4 meeting.)
5 MS. SMILEY: Yes, so essentially, what
6 this paragraph is saying is that the 80 percent
7 of the area-median income then equates to the
8 200 percent, or is parallel to the 200 percent
9 of the federal poverty levels.
10 So those particular means-tested programs
11 who have the -- that use the 80 percent of the
12 median income would also be categorically
13 approved simply because they meet the income
14 guidelines of the -- per Weatherization.
15 MR. LAZAR: But they would just -- as we
16 think about how we prioritize folks, it doesn't
17 mean we would prioritize them ahead of anybody
18 else who is currently on their waiting list
19 that is income eligible by what we've normally
20 done, right?
21 MS. SMILEY: That's correct.
22 MR. LAZAR: Okay.
23 MS. SMILEY: Those will be listed as
24 priority groups, and I think that that's also
25 outlined here in this -- in the state plan, who

Page 21

1 the priority groups are and how to go about --
2 how Florida plans on going about that process.
3 MR. LAZAR: Okay.
4 MS. MCNAIR: Thank you for your questions.
5 MS. SMILEY: That was a very good
6 question. Thank you.
7 MS. GANO: Danielle, this is Linzi at Step
8 Up Sun Coast. I also have a question about the
9 categorical eligibility. It's saying that --
10 in the bottom paragraph of the categorical
11 eligibility -- that "Low-income households
12 being served by removing the additional burden
13 of applying for and submitting the same
14 documentation to multiple programs."
15 Like, for me, I service Manatee County,
16 and frankly my agency also receives LIHEAP
17 funding for Manatee County. But if someone has
18 applied for LIHEAP in Sarasota or Charlotte
19 County, I don't have their documentation. So
20 if we're saying -- that, to me, means that they
21 wouldn't have to prove or give any
22 documentation if they can prove they received
23 LIHEAP services.
24 MS. SMILEY: The eligibility letter from
25 those programs would be appropriate there.

Page 22

1 Further detail is -- as to how you can
2 test the eligibility, and how you can apply the
3 categorical eligibility process, is listed in
4 the procedures manual. But one means of
5 testing that is by them sharing -- as a program
6 process and best practice, would be for them to
7 share the eligibility documentation that they
8 received from the other programs, not
9 word-of-mouth. You would still need to verify;
10 that would be a best business practice.
11 MS. GANO: Okay. So we would need to
12 verify with the LIHEAP sub-recipient feed that
13 that particular -- the client had received
14 services?
15 MS. SMILEY: Absolutely. Or if that
16 client has -- has that documentation, yes.
17 MS. GANO: Okay, thank you.
18 MS. SMILEY: You're welcome.
19 MS. MCNAIR: Do we have any other
20 questions, or any in the categorical
21 eligibility for the master file, or any other
22 questions relating to the master file?
23 All right. Thank you, everyone. Now, I
24 will speak on -- about a couple of our bill
25 initiatives. DEO WAP will be working on

Page 23

1 establishing and implementing a solar PV pilot
2 program will bill funds.
3 DEO will work with the federal and state
4 partners to obtain guidance on its
5 implementation. It is understood that the
6 process can take years to implement due to the
7 technical nature of solar; however, DEO plans
8 on using expert-consultant services in an
9 effort to create a robust addition to the
10 Weatherization Assistance Program.
11 Are there any questions?
12 MR. LAZAR: Danielle, this is Bill. And
13 I'm just going to state something for a minute.
14 There are -- there are several highly reputable
15 firms in Florida that do solar all the time.
16 MS. MCNAIR: Mm-hmm.
17 MR. LAZAR: I hope that when the state
18 goes out, we don't get taken to the cleaners,
19 like with some of these CDBTDR consultants who
20 walk away with huge pay packets by writing a
21 plan, and they never get held to implementing
22 it. So please look at folks like the Solar
23 Energy Center, and even Solar Loan Fund, that
24 are doing solar now for low-income folks.
25 MS. MCNAIR: Okay, yeah.

Page 24

1 MR. LAZAR: I mean, they're not going to
2 be -- you know, they're not going to be part of
3 the BPI tattoo club that's certified by DOE --
4 MS. MCNAIR: Mm-hmm.
5 MR. LAZAR: -- but they're doing solar in
6 Florida now.
7 MS. MCNAIR: Mm-hmm.
8 MR. LAZAR: So I think hopefully we can
9 really rely on them and not some these
10 out-of-state consultants who are basically
11 going to come in here with a very -- you know,
12 they get paid too much, and then they don't get
13 held to performance when they write their plan.
14 MS. MCNAIR: Sure, sure. And, Bill, if
15 you don't mind just e-mailing me those
16 resources that you just mentioned as well --
17 MR. LAZAR: Okay.
18 MS. MCNAIR: -- so that I can just have
19 those on my docket, that would be wonderful.
20 MR. LAZAR: Yup.
21 MS. MCNAIR: Wonderful. Thank you.
22 Are there any other questions regarding
23 the Solar PV Pilot Program Initiative?
24 MS. SMILEY: If I may just add to -- or
25 piggyback on Mr. Lazar's comments just to

Page 25

1 confirm that, of course, DEO will follow the
2 established procurement policies or guidelines
3 when securing or engaging any consultant, so
4 they will be considered, and that list that you
5 provided -- that information that you provided
6 to Danielle would enable her to share the
7 competitive-process information with those
8 consultants so they can get it appropriately.
9 I just wanted to make sure -- to make that
10 clear.
11 MS. MCNAIR: Thank you, Debbie. Thank
12 you.
13 Do I have any other questions regarding
14 the Solar PV Pilot Program Initiative?
15 All right. Well, I also would like to
16 inform you all that DEO Weatherization
17 Assistance Program plans on working and
18 establishing workforce partnerships with local
19 and state entities for the purpose of assisting
20 the ramp-up in production within the State of
21 Florida.
22 The workforce development component will
23 serve to assist all Weatherization Assistance
24 Programs of grantees handling with the influx
25 of dwellings to ensure consistent workforce is

Page 26

1 available to the Weatherization Network.
2 Do we have any questions?
3 All right. Well, I would like to go ahead
4 and open up the floor for any comments or
5 concerns for the Bipartisan Infrastructure Law
6 Plan. If you have any comments, please state
7 your name and the entity you represent.
8 Additionally, if you'd like, you can also
9 e-mail me any comments to my e-mail, which is
10 Danielle.mcnair@deo.myflorida.com.
11 Do we have any comments for the bill plan?
12 MR. LAZAR: I think it's great.
13 MS. GANO: Danielle, this is Linzi with
14 Step Up Sun Coast again. I'm going back to the
15 master file --
16 MS. MCNAIR: Sure.
17 MS. GANO: -- under priorities. It looks
18 like section -- sorry, let me get the page --
19 page 7 of 20 under V.3.
20 MS. MCNAIR: Sorry, I'm trying to pull it
21 up. Yup, I see it. Oh, wait, this is V-1.
22 Is it V.3? Got it.
23 MS. GANO: V.3, yes.
24 MS. MCNAIR: Oh, I've gotten to five.
25 Here, there we go. Okay, I see it.

Page 27

1 MS. GANO: My last name is spelled
2 G-a-n-o, whoever asked in the chat.
3 But my question was just under our
4 priority. I do have, one, is high-energy
5 usage, and two is high-energy burdens. I know
6 this is a question I've asked before. We -- is
7 there clarification on how to calculate
8 high-energy usage and how to calculate
9 high-energy burdens because, I mean, they could
10 potentially be seen as the same thing?
11 MS. MCNAIR: Sure. So I believe that
12 those calculations are made available in our
13 Policy and Procedures Manual. Have you been
14 able --
15 MS. GANO: No, they are not.
16 MS. MCNAIR: They are not?
17 MS. GANO: No, from -- the latest Policies
18 and Procedures Manual I have is from September
19 of 2019.
20 MS. MCNAIR: Okay. I see.
21 MS. GANO: And that priority is still
22 high-energy usage, which would take the bill --
23 the energy bill amount divided by the monthly
24 income, is what we still currently have because
25 we do not have a new policies manual.

Page 28

1 MS. MCNAIR: Okay. So -- and we are
2 actively working on updating that manual, and
3 once we have updated it, we will issue it out
4 to the network.
5 In addition, we are creating a neat new
6 manual for Florida, so that is something --
7 that definition and calculation is definitely
8 something that we will include in that manual
9 as well. And I do apologize that that
10 clarification has not been made available in
11 the past, so we'll definitely ensure to provide
12 it the network with that transparency and that
13 clear definition for high-energy usage and
14 burden.
15 MS. GANO: Right. And, I mean, we've
16 already signed a program notice that we were
17 going to put these priorities into place, and
18 there's still been no explanation on the two,
19 so.
20 MS. MCNAIR: Okay. Okay. So what we'll
21 do is after this public hearing, we will send
22 out an e-mail to the Weatherization Network
23 just providing guidance and clarification, so
24 thank you of making me aware of that, Linzi.
25 MS. GANO: Yeah, thank you.

Page 29

1 MS. MCNAIR: Thank you. I appreciate it.
2 Do we have any other questions or
3 comments? Anything seeking clarification on?
4 All right. If there are any other
5 questions or comments, you're more than welcome
6 to speak them now, or feel free to e-mail any
7 questions or comments directly to my e-mail,
8 Danielle.mcnair@deo.myflorida.com.
9 Does anyone have any final questions or
10 comments?
11 All right. Well, we will go ahead and
12 conclude this public hearing. I appreciate
13 that you all had a chance to join us. Again,
14 if you have any other questions or comments
15 please feel free to e-mail them to me. Thank
16 you all for joining us this Monday morning. I
17 hope you all have a wonderful week.
18 (Teams announcement that someone left the
19 meeting.)
20 MS. MCNAIR: Thank you, everyone.
21 (Proceedings were concluded at 10:30 a.m.)
22
23
24
25

Page 30

REPORTER'S CERTIFICATE

1
2
3 STATE OF FLORIDA
4 COUNTY OF LEON
5
6
7
8 I, Brandy Duxbury, Stenographer, certify
9 that I was authorized to and did
10 stenographically report the foregoing remote
11 public hearing proceedings, and that the
12 transcript is a true and complete record of my
13 stenographic notes.
14
15 Dated this 20th day of November, 2022.
16 *Brandy Duxbury*
17 _____
18 Brandy Duxbury, Stenographer
19
20
21
22
23
24
25

<hr/> <p style="text-align: center;">\$</p> <hr/> <p>\$16,361,369 14:6</p> <p>\$77,286,789 14:4</p> <p>\$93 12:10</p> <p>\$93,648,158 14:3</p> <hr/> <p style="text-align: center;">1</p> <hr/> <p>1 19:23</p> <p>10 12:3,23</p> <p>10:00 4:1</p> <p>10:01 4:25</p> <p>10:30 29:21</p> <p>120.525 12:3</p> <p>14 12:4</p> <p>15 14:8,22</p> <p>1st 13:7</p> <hr/> <p style="text-align: center;">2</p> <hr/> <p>20 19:23 26:19</p> <p>200 20:8</p> <p>2019 27:19</p>	<p>2022 4:23 13:7 16:14</p> <p>2022-2027 4:5 12:7 14:7</p> <p>2027 16:14</p> <p>29th 4:23</p> <hr/> <p style="text-align: center;">4</p> <hr/> <p>400 12:4</p> <p>42.76 15:7</p> <p>440 12:4,23</p> <hr/> <p style="text-align: center;">6</p> <hr/> <p>6,000 12:12</p> <p>67 16:2</p> <hr/> <p style="text-align: center;">7</p> <hr/> <p>7 26:19</p> <p>7,076 16:12</p> <p>7.5 14:11,12</p> <hr/> <p style="text-align: center;">8</p> <hr/> <p>80 19:11 20:6,11</p> <hr/> <p style="text-align: center;">@</p> <hr/> <p>@deo.myflorida</p>	<p>10:14</p> <hr/> <p style="text-align: center;">A</p> <hr/> <p>a.m. 4:1,25 29:21</p> <p>Absolutely 22:15</p> <p>accepted 10:8</p> <p>accordance 12:22</p> <p>Action 7:12,16,18,22 8:3,7,22 9:22 11:5 13:16 15:25</p> <p>actively 28:2</p> <p>activities 18:3 19:19,20</p> <p>add 24:24</p> <p>addition 23:9 28:5</p> <p>additional 10:21 21:12</p> <p>Additionally 17:10 26:8</p> <p>administration 12:20</p> <p>administrative 12:2 14:8,11</p> <p>advertisement 12:1</p> <p>Advisory 6:6,14,17,20</p> <p>agency 7:12,16,18 8:7,22 16:1,9</p>	<p>21:16</p> <p>Aging 7:1,2</p> <p>ahead 4:3 9:23 11:10 13:24 14:1 15:16 17:2 20:17 26:3 29:11</p> <p>allocated 16:8</p> <p>allocation 12:9 14:2,4,5, 14 15:19 16:6</p> <p>amount 27:23</p> <p>amounts 16:9</p> <p>Amy 9:18,20</p> <p>analysis 10:25</p> <p>announcement 7:13 10:9 11:23 15:3 16:19 19:16 20:3 29:18</p> <p>annual 15:8,16,18 16:24 17:1</p> <p>annual-plan 16:10</p> <p>apologize 28:9</p> <p>application 4:11 12:7,21 13:2</p> <p>applied 14:18 21:18</p> <p>apply</p>
---	--	---	---

22:2	automatically	17:9	27:12
applying	18:16	Bipartisan	call
21:13	aware	4:6,10,20 12:5	5:6 6:2,22
appropriately	28:24	26:5	8:4,19 9:4,13
25:8	<hr/>	bottom	13:10
approval	B	21:10	call-in
10:25	<hr/>	BPI	6:3
approved	B.1.1.	17:17 24:3	called
18:15 20:13	20:1	Brevard	4:24
approximately	back	7:3,7	Campeino
14:21 16:12	13:20 26:14	budget	7:19
April	background-noise	13:25 14:1,17,	Capital
15:21	10:6	22,23,24	7:11,15,25
Area	Baker	15:10,18 16:23	15:25
7:11,15,25	6:15,16	17:1	captured
15:25	BARRIOS	budget allocatio	13:8
area-median	7:20	n	categorical
19:11 20:7	based	14:2	18:13 19:2,7
assessed	13:1 16:1,10	budgeted	21:9,10 22:3,
17:17	basically	14:21	20
assist	24:10	budgets	categorically
25:23	Bay	16:7	20:12
assistance	7:1,2	Building	CDBTDR
4:11,18 5:3,	bear	17:17	23:19
14,24 12:12,13	15:17 17:3	burden	census
14:5,25 16:16	began	21:12 28:14	16:3
17:6,23 23:10	4:1	burdens	Center
25:17,23	begin	16:21 27:5,9	23:23
assisting	11:20	bureau	Central
25:19	BIL	5:8	7:17
Association	4:21	business	Centro
11:4	bill	22:10	7:19
attendance	4:22 13:6 14:1	<hr/>	certified
5:4 6:7	16:13 18:10	C	17:18 24:3
attending	22:24 23:2,12	<hr/>	cetera
11:15	24:14 26:11	calculate	13:5
audit	27:22,23	16:6 27:7,8	CFR
14:15	bill-plan	calculation	12:4,23
auditor	11:20	28:7	chance
17:18	bills	calculations	29:13

change 13:4	15,18,22 8:3, 5,7,22 11:4 15:25	25:8	CSBG 5:19
Charlotte 21:18	competitive- process 25:7	consumption 16:22	cycle 12:9
chat 27:2	compliance 12:3	continue 16:16 17:24	<hr/> D <hr/>
Cheryl 9:10	component 25:22	cooling 16:6	D-A-N-I-E-L-L-E 10:13
chief 5:8	concerns 26:5	copy 11:12	Danielle 5:1 7:24 11:3 18:8 21:7 23:12 25:6 26:13
children 16:17	conclude 29:12	correct 17:12 18:20 20:21	Danielle.mcnair@ deo.myflorida. com. 26:10 29:8
clarification 27:7 28:10,23 29:3	concluded 29:21	cost-effective 17:7	data 16:3
cleaners 23:18	conditions 13:5 17:25	cost-rate 15:5	days 16:6
clear 25:10 28:13	conducting 5:4	costs 14:12	Debbie 5:7 18:23 19:1 25:11
client 18:2 22:13,16	confirm 11:14 18:23 25:1	Council 6:6,14,18,20 7:1,2,25 9:2 15:22	definition 28:7,13
clients 17:13,22	confusing 19:12	counties 15:23 16:3	degree 16:6
club 24:3	conservation 12:11 14:20 17:20	county 7:1,2,3,8 8:16,17,18,20 9:1,3 16:7 21:15,17,19	DEO 5:5 11:22 14:10 22:25 23:3,7 25:1,16
Coast 9:12 21:8 26:14	conserve 17:8	couple 7:8 22:24	DEO's 15:6
comment 10:17 15:15	considered 13:8 25:4	covered 11:2	departed 15:22
comments 10:8,12,16,22 11:1 13:7,9,12 18:6 24:25 26:4,6,9,11 29:3,5,7,10,14	consistent 25:25	create 23:9	Department 4:5,9 5:9 10:24 11:21 12:8 13:2,6
Committee 7:23 8:4	consisting 16:4	creating 28:5	
community 5:1,18 7:11,	consultant 5:14,23 25:3	crew 18:2	
	consultants 23:19 24:10		

14:13 16:13	Duke	end	
detail	6:9	10:20	
22:1	duties	energy	<hr/> F <hr/>
details	15:1	4:6,10 6:9	families
14:25	dwelling	10:24 12:8,10,	12:15
determine	13:5	14,16 13:7	federal
17:19	dwelling	14:14,19 16:13	12:10,19 20:9
development	12:17 16:12	17:8,11,18,20	23:3
25:22	17:14 25:25	23:23 27:23	feed
differently	Dylan	Energy's	22:12
19:13	5:12	13:2	feel
directly	<hr/> E <hr/>	engaging	29:6,15
29:7		25:3	FEMALE
disabilities	e-mail	ensure	11:18
16:18	10:12 13:11	25:25 28:11	figures
discusses	26:9 28:22	entities	16:11
15:18	29:6,7,15	25:19	file
distributed	e-mailing	entity	15:8,16,18
16:2	24:15	6:5,24 10:18	16:24 17:1,3
divided	Economic	26:7	19:24 22:21,22
13:3 14:9	5:8,10 11:21	equally	26:15
27:23	15:22	14:9	final
docket	efficiency	equates	12:23 29:9
24:19	12:16	20:7	firms
documentation	effort	essentially	23:15
21:14,19,22	23:9	20:5	floor
22:7,16	elderly	established	26:4
DOE	16:17	25:2	Florida
12:25 24:3	eligibilities	establishing	5:3 6:21 7:17
DOEA	19:2	23:1 25:18	8:24 11:4,21
6:15	eligibility	existence	12:2,3 14:3
dot	18:14 19:8	17:21	16:3,15 17:9
10:13,14	21:9,11,24	expenditures	21:2 23:15
draft	22:2,3,7,21	12:18	24:6 25:21
4:21 11:15	eligible	expert-	28:6
draft-bill	18:16 19:15	consultant	Florida's
11:13	20:19	23:8	12:5,7
due	enable	explanation	folks
13:6 23:6	25:6	28:18	20:16 23:22,24
			follow
			25:1

format 13:1	goal 17:5	18:1	huge 23:20
formula 16:4	Golden 7:4,7,10	health-and-safety 17:24	<hr/> I <hr/>
found 16:10	good 4:2 5:11,16, 20,21,25 6:10, 16 7:21 8:2,8, 9,13,14,25	hear 4:13,16	Ian 7:7
Frankie 5:18	9:6,8,11 11:6, 7 21:5	hearing 4:5,24 10:8 12:1 28:21 29:12	impact 17:19
frankly 21:16	Gotcha 19:25	heating 16:5	implement 17:7 23:6
free 29:6,15	government 5:13,23	held 23:21 24:13	implementation 23:5
fringe 15:2	grant 12:24 14:3,11	Hernandez 5:18,20	implementing 23:1,21
front 11:12	grantees 25:24	hey 8:2 18:8,25	improve 12:16
fuel 12:18	great 4:15 26:12	high-energy 16:21,22 27:4, 5,8,9,22 28:13	improvements 14:21 17:12
Fund 23:23	Greg 9:7	highly 23:14	include 19:19 28:8
funding 12:11 16:4,9, 11 21:17	groups 20:24 21:1	home 17:16 18:1	included 13:11 19:7
funds 12:8,11 14:8 16:2,14 23:2	guidance 12:24 14:14 23:4 28:23	homes 15:20 16:22	including 15:2
<hr/> G <hr/>	guide 19:21	hope 23:17 29:17	inclusion 13:9
G-A-N-O 27:2	guidelines 20:14 25:2	household 14:19	income 18:18 19:11 20:7,12,13,19 27:24
Gano 9:14,17 21:7 22:11,17 26:13,17,23 27:1,15,17,21 28:15,25	<hr/> H <hr/>	households 12:12 16:5,17 21:11	income-eligible 12:15
Georgia 10:3	handling 25:24	housing 9:5,6,7,9 12:17 18:11	incorporate 17:24
give 21:21	hazards 17:13,21	HUD 18:15 19:1,8, 13,19	indirect 15:5
	health 14:16,20 17:12		individually 17:16
			individuals

12:15	join	26:12	10:13
influx	29:13	Lazar's	made
25:24	joined	24:25	14:12 27:12
inform	6:3	League	28:10
25:16	joining	9:3	make
information	7:13 10:9	leaving	4:16 13:22
10:24 16:9	11:23 15:3	16:19 20:3	25:9
25:5,7	19:16 29:16	left	making
Infrastructure	Jorge	29:18	10:17 28:24
4:6,10,20,21	7:20,21	letter	MALE
12:6 26:5	justification	21:24	4:14 11:17
Initiative	14:23,25	levels	manager
24:23 25:14	<hr/>	20:9	5:2,19
initiatives	K	LIHEAP	Manatee
22:25	<hr/>	21:16,18,23	21:15,17
input	Karen	22:12	manual
4:7	8:23	Linzi	22:4 27:13,18,
installed	Kenya	9:17,19 21:7	25 28:2,6,8
17:11,15	11:3,6	26:13 28:24	mark
Institute	kicked	Lisa	13:22
17:18	13:17	13:15	Mascagni
insurance	<hr/>	list	13:13,15,16,19
14:16	L	19:5,9 20:18	master
interested	<hr/>	25:4	17:3 18:7
4:9	labor	listed	19:24 22:21,22
interim	14:18	19:2 20:23	26:15
5:1	Lake	22:3	materials
interruption	8:5,6	Loan	14:18
10:6	lastly	23:23	Mckee
issue	9:21	local	8:12,13
28:3	latest	25:18	Mcnair
issued	27:17	low-income	4:2,15 5:1,12,
12:24	Law	16:5 21:11	17,21 6:1,10,
<hr/>	4:6,10,20 12:6	23:24	13,16 7:5,10,
J	26:5	lower	21 8:2,8,10,
<hr/>	Lazar	17:8	14,25 9:8,11,
jeopardized	15:11,15 18:8,	<hr/>	15,19 10:1,4,
18:3	10,21,25	M	7,11 11:6,8,
John's	19:10,18,23	<hr/>	19,25 13:18,21
9:5,6,7,9	20:1,15,22	M-C-N-A-I-R	15:5,14 16:21
	21:3 23:12,17		18:9,19,22
	24:1,5,8,17,20		

19:4 21:4 22:19 23:16,25 24:4,7,14,18, 21 25:11 26:16,20,24 27:11,16,20 28:1,20 29:1, 20	minute 23:13 Mm-hmm 18:22 19:4 23:16 24:4,7 moment 15:17 17:4 Monday 29:16 Monroe 8:18,20 monthly 27:23 Moreno 8:23,25 morning 4:2,7,25 5:11, 16,20,21,25 6:10,16 7:21 8:2,8,9,13,14, 25 9:7,8,11 11:6,7 29:16 move 6:21 15:8 17:2 multiple 21:14 MUTCH 7:24 Myers 9:25 10:3	network 6:22 15:23 26:1 28:4,12, 22 network's 15:18 nice 8:14 Northeast 8:21,23 note 15:21 notice 11:25 28:16 number 15:19 numbers 16:4	9:1 out-of-state 24:10 outlined 20:25 overview 11:20 Owens 5:13,16
Meals 8:10 means 21:20 22:4 means-tested 20:10 measures 14:20 17:10, 11,20 median 20:12 meet 20:13 meeting 4:7,17 5:4 7:14 10:10,23 11:24 15:4 16:20 19:17 20:4 29:19 Melvin 6:8 members 6:14,18,20 mentioned 19:1 24:16 Miami-dade 8:16,17 Microsoft 6:3 million 12:10 mind 24:15	<hr/> N <hr/> narrative 19:24 nature 23:7 neat 28:5 necessarily 19:1	<hr/> O <hr/> obtain 4:7 23:4 October 13:7 official 10:22 open 26:4 operation 14:22 operations 5:13,23 14:15, 17 opportunity 5:10 10:21 11:22 order 4:24 Osceola	<hr/> P <hr/> package 13:2 15:6 packets 23:20 paid 24:12 Paige 6:15 paragraph 20:6 21:10 parallel 20:8 part 12:23 14:17 24:2 parties 4:9 partners 23:4 Partnership 9:5 partnerships 25:18 past 28:11 Patricia 8:6,8

pay 23:20	21:2 23:7 25:17	problems 18:4	providing 28:23
people 7:8 17:9	point 11:2	procedures 17:8 22:4 27:13,18	provisional 15:6
percent 14:8,11,12,22 15:7 19:11 20:6,8,11	policies 25:2 27:17,25	proceed 18:4	public 4:4,8,24 5:4 12:1 28:21 29:12
performance 17:17 24:13	Policy 6:6,13,17,19 7:25 27:13	proceedings 4:1 29:21	pull 14:24 15:16 17:4 26:20
periodically 10:16	positions 15:1	process 11:21 21:2 22:3,6 23:6	purpose 25:19
personnel 15:1 17:14	potential 17:20,21	procurement 25:2	put 28:17
persons 16:17,18	potentially 27:10	production 15:19 25:20	PV 23:1 24:23 25:14
Phillip 8:6,9	poverty 20:9	program 4:12,18 5:2,3, 15,18,19,24 7:22 8:3 12:6, 14,21,23 14:4, 7,14,15,17,19, 22 15:1 16:14 17:6,23,25 19:9,14 22:5 23:2,10 24:23 25:14,17 28:16	<hr/> Q <hr/>
Philpot 6:8,10,12	practice 22:6,10	programs 14:13 18:15 19:6 20:10 21:14,25 22:8 25:24	question 21:6,8 27:3,6
phonetic 5:22	prepared 10:23 12:22		questions 10:16,17,21 11:1,9 13:9,11 15:9 16:23,24, 25 18:6 21:4 22:20,22 23:11 24:22 25:13 26:2 29:2,5,7, 9,14
piggyback 24:25	present 5:6 6:14,18 7:1,3,4,12,16, 20 8:4,11,16, 19,22 9:2,4,13 13:23		<hr/> R <hr/>
pilot 23:1 24:23 25:14	presentation 10:15,20	Project 18:11	ramp-up 25:20
Pinellas 9:3	previously 15:24	prove 21:21,22	rate 15:6
place 28:17	primary 17:5	provide 12:11 19:5 28:11	received 21:22 22:8,13
plan 4:6,10,22 9:22 11:13 12:6,20, 22 13:1,6,9, 16,25 17:25 18:7 19:3 20:25 23:21 24:13 26:6,11	priorities 26:17 28:17	provided 11:25 25:5	
plans	prioritize 16:16 20:16,17		
	priority 20:24 21:1 27:4,21		

receives 21:16	retain 14:10	25:3	SJH 19:14
recommendations 4:8	reverify 18:17	seeking 29:3	Smiley 5:7,11 18:25
reduce 12:17	review 14:1	Self- sufficiently 5:9	19:5,21,25
referring 4:17,20 19:22	River 15:22	send 10:11 28:21	20:2,5,21,23
Register 12:2	robust 23:9	September 4:23 27:18	21:5,24 22:15, 18 24:24
relating 22:22	role 12:23	serve 25:23	solar 23:1,7,15,22, 23,24 24:5,23
rely 24:9	roll 5:5 6:2,22	served 21:12	25:14
remedied 18:5	room 5:6	serves 12:7,21	speak 22:24 29:6
remembering 18:12	rules 12:19	service 21:15	SPEAKER 4:14 11:17,18
reminder 10:5	<hr/> s <hr/>	serviced 15:24,25	spelled 10:14 27:1
removing 21:12	safety 14:16,20 17:12	services 12:14 21:23	split 14:15
represent 6:5,25 10:19	18:1	22:14 23:8	spoken 13:10
REPRESENTATIVE 9:6,9	salaries 15:2	share 11:11 22:7	st 9:5,6,7,9
reputable 23:14	Sarasota 21:18	25:6	staff 5:5 17:22
request 4:23	savings 17:19	sharing 22:5	started 4:3 11:11
require 12:19	screen 11:12,15 14:24	short 4:19,21	state 6:4,24 7:6
required 15:20	15:17 17:4	show 13:24	9:15 10:1,18
residential 12:10	section 12:4 14:2	shows 15:6	12:5,13,20
resources 24:16	15:12 16:10	signed 28:16	13:14 14:10
	26:18	simply 20:13	19:3,13 20:25
	sections 13:3	sir 19:22	23:3,13,17
	securing		25:19,20 26:6
			states 12:19,21
			stating 13:21

Statute 12:3	24:3		
statutory 14:8	teams 6:4 7:13 10:9 11:16,23 15:3 16:19 19:16 20:3 29:18	<hr/> U <hr/>	<hr/> W <hr/>
Stefos 5:22,25	technical 14:5 23:7	U.S. 12:8	wait 26:21
Step 9:12 21:7 26:14	temporarily 15:24	understood 23:5	waiting 20:18
Steven 5:22	term 19:13	UNIDENTIFIED 4:14 11:17	walk 23:20
stop 10:15	Terry 7:24 8:2	UNIDENTIFIED 11:18	wanted 25:9
sub-recipient 22:12	test 22:2	updated 28:3	WAP 4:19 12:8 22:25
sub-recipients 6:23 14:10,13 16:8	testing 22:5	updating 28:2	weatherization 4:11,18,19 5:2,14,24 6:22,23 12:13 14:25 15:23 16:15 17:6,7, 14,22,23 18:3, 17 20:14 23:10 25:16,23 26:1 28:22
subcontractor 18:2	thing 27:10	usage 27:5,8,22 28:13	weatherized 16:13 17:16
submit 12:19	time 16:24 18:7,12 23:15	USDA-TYPE 19:19	week 29:17
submitting 21:13	today 5:5 13:8,10	utility 17:8	wellbeing 17:13
Sun 9:12 21:8 26:14	total 15:12	<hr/> V <hr/>	Wheels 8:10
support 14:19	traditional 18:14	V-1 26:21	wonderful 11:19 24:19,21 29:17
Suwannee 15:22	training 14:5	V.3 26:22,23	WOODARD 11:3,7
<hr/> T <hr/>	transcript 10:22	V.3. 26:19	word-of-mouth 22:9
Tallahassee 16:1	transparency 28:12	verbal 10:7	work 18:4 23:3
Tampa- hillsborough 9:22 13:16	types 13:5	verify 22:9,12	
tattoo	typically 13:4	virtually 5:22	

workforce

25:18,22,25

working

22:25 25:17

28:2

worries

13:22

write

24:13

writing

23:20

written

10:7

Y

year

12:6 13:4 14:7

15:21 16:14

years

12:9 23:6

Yount

9:18

Yup

24:20 26:21

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
POLICY ADVISORY COUNCIL (PAC) MEETING MINUTES

Monday, September 19, 2022
1:00PM-2:30PM, Eastern Time

Conference Room 332
Teleconference Number: +1 850-988-5144
Teleconference Code ID: 329806011#

WAP POLICY ADVISORY COUNCIL MEMBERS:

Mr. Melvin Philpot (**Chairperson**) – Products & Services Manager, Duke Energy
Ms. Amy Yount – President and CEO, Step Up Suncoast
Ms. Kenya Woodard – Interim Executive Director, Florida Association for Community Action
Mr. Keantha – Interim Chief, Bureau of One-Stop and Program Support, Florida Department of Economic Opportunity
Mr. Terry Mutch – Weatherization Assistance Program Manager, Capital Area Community Action Agency, Inc.
Mr. Al Miller – Division Director, Agricultural and Labor Program, Inc
Ms. Paige Baker – FCCM, Senior Management Analyst Supervisor, Florida Department of Elder Affairs
Ms. Karen Hagan – Director of Policy and Emergency Management, Agency for Persons with Disabilities
Ms. Shila Salem – Deputy Assistant Secretary for Economic Self-Sufficiency, Florida Department of Children and Families

PROGRAM STAFF:

Ms. Debbie Smiley – Bureau Chief, Economic Self Sufficiency, Florida Department of Economic Opportunity
Ms. Danielle McNair – Interim Community Program Manager, Weatherization Assistance Program, Florida Department of Economic Opportunity
Mr. Stephen Sephus – Government Operations Consultant II, Weatherization Assistance Program, Florida Department of Economic Opportunity
Mr. Dylan Owens - Government Operations Consultant III, Weatherization Assistance Program, Florida Department of Economic Opportunity

MINUTES:

“Good morning, everyone. I do want to let you know that we are recording this meeting, and we are going to get started in about one more minute.” – **Danielle McNair, Interim WAP Community Program Manager**

“Alright, good afternoon, everyone. Thank you for being on time. We will go ahead and get started with this Policy Advisory Council meeting. I know it has been a couple of months since we last met. If you’re not aware Alma Valencia, the Weatherization community program manager, her last day was August 22nd. So she is no longer with the agency, and I will be serving as interim program manager until a permanent replacement is chosen. We will miss her, there are certainly big shoes to fill. Okay, so, welcome everybody. I’m very excited to share our draft infrastructure plan. If you did take a look at the meeting invite, you should have a PDF version of it. We are going to go through it together and explain any changes and answer any questions you may have. I am going to go ahead and share my screen so that you can see the draft state plan. Can everyone see my screen?” – **Danielle McNair, Interim WAP Community Program Manager**

“Yes, we can see it”. – **Paige Baker, Senior Management Analyst Supervisor**

“Yes – **Melvin Philpot, Chairperson, Products & Services Manager, Duke Energy**

“Wonderful. So, we have a beautiful draft BIL plan. I’m not sure if you all have taken a moment to review it, but that’s okay because we will be doing a review right now. So, this plan is broken up into nine sections. So, we have the executive summary which is essentially a briefing document. We have our application, we have our budget, our indirect cost rate, our annual file, our master file, our FAR notice, which will not be included just yet due to the public hearing not being finalized. We also have the Policy Advisory Council members, the public hearing transcript which also will not be included at this time. And we have the policy advisory council meeting minutes and the assurances. So, we will go ahead and get started. So first we have the executive summary. Essentially what this states, and I’ll just read it verbatim is “The Department of Economic Opportunity administers the State of Florida’s Weatherization Assistance Program to weatherize homes, which creates energy efficient homes and reduces costs. This program keeps the workforce in their homes, builds stronger communities, moves Floridians towards self-sufficiency, and improves job growth – leading to healthier Floridians and a stronger workforce.” One moment it looks like someone is trying to join” – **Danielle McNair, Interim WAP Community Program Manager**

“Okay, so like I said this is just a nice briefing sheet about our BIL plan. We actually had our communications office put together these little graphics. So, it’s very informal, just really describes what the infrastructure money is for and what the Weatherization Assistance Program does. I’m not going to read the entire thing, but if you’d like to feel free to go back and read it. So, I don’t think anyone is going to have any questions about our executive summary. Also, here is another graphic our communications office put together. Let’s see.”- **Danielle McNair, Interim WAP Community Program Manager**

“Okay, so these are just different responsibilities of the Weatherization Assistance Program. And it looks like we will start with our next section which is the application. The application for the Weatherization Assistance Program is also known as SF-424. This is what it looks like, nothing has changed between the State Plan

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

application and the infrastructure application. Here you'll see this application includes our contact information. This is what is due to DOE every year for all funding. Here you'll see that the only difference is that this for the Bipartisan Infrastructure Law. Here you'll see our award, 93 million dollars, our start date, and our end date. So, this funding will be extended into 2027. And it looks like we are coming up on next section which is the budget"
– **Danielle McNair, Interim WAP Community Program Manager**

"So, this budget took quite a long time to finalize. It's partially why this took so long to finalize this draft, it's because the budget took a long time, and it was in collaboration with our fiscal department as well. But we finally got it looking good, DOE signed off on it, so all of allocations are complete. Now this isn't a very detailed budget, this is kind of just an initial budget. So, once our application and our initial budget is approved, we will really drill down and make it more detailed. So, here's our 93 million dollars, we've got our allocations for grantee administration, subgrantee administration, grantee t&ta, subgrantee t&ta. We also have our allocations for program operations, health and safety, liability insurance, and financial audits. What we have in our plane won't include the agency breakdown, but it will show what cost categories not only DEO will receive, but the subrecipients as well. Once we receive the award, the initial 15 percent once our application is approved, we will then work on finalizing those agency breakdowns. Does anyone have any questions about the budget? It's pretty straight forward but if you have any questions regarding the budget, feel free to unmute yourself, or you can leave a comment in the chat, and we will respond. As a reminder this plan will be lasting 5 years, so we will have quite a long time to plan." – **Danielle McNair, Interim WAP Community Program Manager**

"Okay the next section of our BIL Plan is the indirect cost rate package. This is a document that was already prepared. We didn't have to change it for the BIL. It will remain the same as it was for the 2022-2023 Weatherization state plan. So, nothing will change here, but I wanted to show you guys what it looked like. We will continue moving along if nobody has any questions." – **Danielle McNair, Interim WAP Community Program Manager**

"The next portion of our state plan is the annual file. As you are aware, the annual and master file are also in our normal plan. So here you will see our agency breakdown. So, we have all of our subrecipients here, and to the right you'll see their awards. Right, below that you will see the number of units they'll need to weatherize. Actually, I'm not sure that's what this number is." – **Danielle McNair, Interim WAP Community Program Manager**

"I believe it is." – **Dylan Owens, Government Operations Consultant III**

"Okay great, it is. Okay so for example for Bay County, they are allocated 2 million for the five years and they will be responsible for weatherizing 141 units during those 5 years. If you look at Northeast Florida, they are receiving around 6 million and will be responsible for weatherizing 642 units. So, there's quite a lot to do. This is why we are encouraging our subrecipients to ramp up production as well as hiring. Does anyone have any questions about these allocations? Alright. – **Danielle McNair, Interim WAP Community Program Manager**

"Hey Kenya! How are you doing?" – **Danielle McNair, Interim WAP Community Program Manager**

"Hey!" – **Kenya Woodard, Interim Executive Director**

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

“I’m glad you could join us. Right now, we are going over the annual file. These are going to be the allocations for each of our subrecipients. So right now, we have 79 million allocated to all of our subrecipients for the BIL money” – **Danielle McNair, Interim WAP Community Program Manager**

“Danielle, I have a question.” – **Kenya Woodard, Interim Executive Director**

“Hey- **Danielle McNair, Interim WAP Community Program Manager**

“So, I just want to make sure I understand, so they have the length of the 2027 contract to do all of those units; all of those units must be complete by that time. Is that how it works?– **Kenya Woodard, Interim Executive Director**

“Yes, that’s correct.- **Danielle McNair, Interim WAP Community Program Manager**

“Okay, I just wanted to make sure I understand, thank you.” – **Kenya Woodard, Interim Executive Director**

“Yeah, so Centro-Campesino they’re going to have a whopping 1193 units but I’m sure they’re going to be able to do it because if you’re aware Centro-Campesino is a very high production agency. So, we’re very excited to see how this goes. So, we will be receiving 15% of our allocation very soon, and after October 1st we will be receiving another 30%, now the remaining 50% will be based on how our production goes and if we make these milestones throughout that 5-year period. But it will be a continued slow allocation release. So, we won’t get it all at once, but we will be getting that next 30% by October 1st. Did someone have a question?– **Danielle McNair, Interim WAP Community Program Manager**

“I apologize for joining the call late, I’m the representative from the Department of Children and families. I do have a question for you. So, with these allocations and the agencies that will be receiving them, do you have a scale or some knowledge regarding percentage of increase around production that an agency would have to achieve, and are there any areas you are concerned about?”. – **Shila Salem, Deputy Assistant Secretary**

“So, I do not have a percentage of increased production for you, that’s something we can definitely find out and something we definitely should find out. But we do have some concerns with that as well. Just with how the market is currently, supplies are very expensive. We have issues with contractor retainment. So those are going to be some challenges we are going to face, and it is something we have been discussing with the monthly network calls. But it is something we are going to have to really strategize because agencies are going to have a hard time hiring let alone being able to ramp up production. So that’s why we have been focusing on the workforce development side of it. We would like to find a contractor; we would like to find a labor management group that could essentially provide us lists of local contractors that are certified that we can recommend to our agencies so they will have an active list of contractors who are ready to go. This is something we are planning but we will have to strategize more in the future. I hope that answers your question.” – **Danielle McNair, Interim WAP Community Program Manager**

“And just, Danielle, one follow-up. It does. And as a part of that I’m certain that agencies that have been involved in this process for a while, maybe not to this production level but in the past that they have best practices to share or things that have worked and have led to optimum production, do you all plan on having a

mechanism in place that they can share those strategies and ideas with one another? - **Shila Salem, Deputy Assistant Secretary**

“Definitely, we encourage them. You know during our monthly network calls. But we do want to create more of a forum between our subrecipients. So that is something that we will be continuing to encourage. Thank you for bringing that up, that’s a wonderful point. That’s something we will focus on moving forward. Does anyone else have any other questions regarding infrastructure or this annual file?” – **Danielle McNair, Interim WAP Community Program Manager**

“Alright, if it’s okay with everyone else we will continue moving on. So again, this is the total units to be weatherized for this 5-year period and the ACPU for DOE will be \$8,009. For LEW it will remain \$15,000 but for DOE purposes we are only putting the DOE ACPU on here. And for those who are not aware ACPU is Average Cost Per Unit.” – **Danielle McNair, Interim WAP Community Program Manager**

“Alright, this also includes our energy savings, this includes how we will not be leveraging any activities. This also includes our policy advisory council roster, so you’ll see y’all’s beautiful names here. I do want to make you all aware, we did have the public hearing tentatively scheduled for this upcoming Monday however due to routing and time constraints we will have to postpone it, but we will have the public hearing before the end of the month. It may be a short notice, and I apologize for that but please if you can plan to attend our public hearing. It will be hopefully sometime next week. Something we did include in our annual file this year is we are going to be looking for a new weatherization provider for Calhoun, Madison, Taylor, Hamilton, Suwannee, Lafayette, Gilchrist, Dixie, Union, Columbia, and Bradford County. They were previously served by the Suwannee River Economic Council however back in April of this year they opted to leave the weatherization network. And these counties are currently being served by the Capital Area Community Action Agency on a temporary basis. In the next month or so you will be hearing more about this. We will be having a public hearing; we will be putting out a request for application. So hopefully we can get a new permanent provider for these counties by the end of the year.” – **Danielle McNair, Interim WAP Community Program Manager**

“Hey Danielle” – **Terry Mutch, Weatherization Assistance Program Manager**

“Hey” – **Danielle McNair, Chairperson, Products & Services Manager**

“Hey, Calhoun County is already Capital Area Community Action Agency, I think that’s an error.” – **Terry Mutch, Weatherization Assistance Program Manager**

“Dylan, can you make a note of that? Thank you, Terry.” – **Danielle McNair, Interim WAP Community Program Manager**

“You’re welcome.” – **Terry Mutch, Weatherization Assistance Program Manager**

“Yes, I will need to edit that for sure, thank you. Does anyone have any questions?” – **Danielle McNair, Interim WAP Community Program Manager**

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

“Hey, Danielle. I have one question. You mentioned the shortfall with the production contractors. How soon are we looking to backfill that need and do you have specific agencies that are more in need than others?” – **Melvin Philpot, Chairperson, Products & Services Manager, Duke Energy**

“So, we do have agencies that have identified more of a need. We have some agencies who only have one or two contractors and sometimes they only have one. So, we are trying to help them as best as we can and point them to alternative routes such as posting advertisements in the local newspaper, and you can also post job advertisements on BPI’s website looking for contractors. So, we are trying to provide them with assistance, but we have not necessarily identified methods to alleviate this pressure. That’s kind of why we are homing in on the workforce development component so we can address some of these concerns. So, I don’t really have an update for you as of right now. We have been trying to prioritize mainly the budget this past month. Since we are getting ready to submit this it is something we will be having more discussions about and something that we can hopefully move forward on very soon.” – **Danielle McNair, Interim WAP Community Program Manager**

“Okay, and one other question for you: with these new dollars from the Inflation Reduction Act, are we able to leverage any funding from that?” – **Melvin Philpot, Chairperson, Products & Services Manager, Duke Energy**

“I don’t believe we are planning on leveraging any funding with the BIL. We haven’t leveraged any funding in the past and it’s something we can definitely look at, but to my knowledge and with what we’ve included in the plan is we will not be leveraging any funds.” – **Danielle McNair, Interim WAP Community Program Manager**

“Okay.- **Melvin Philpot, Chairperson, Products & Services Manager, Duke Energy**

“It is definitely something I can bring up to Debbie and see what she thinks.”- **Danielle McNair, Interim WAP Community Program Manager**

“Thank you.– **Melvin Philpot, Chairperson, Products & Services Manager, Duke Energy**

“Of course, thank you. That was a wonderful question. So, continuing on...” – **Danielle McNair, Interim WAP Community Program Manager**

“I just want to follow up on part of the previous question. In that we recognize the workforce, not struggles, but the concerns and challenges around workforce, what kinds of flexibilities are the Feds able to give the states that have predefined strategies to address that challenge, but would need some time and runway for those plans to be implemented and to have an effect on the overall production and outcome? In this plan is that something that states need to be more forthcoming on needing that flexibility or are we kind of stuck with the production timelines that have been put forth maybe in the instructions that that have been put forth [inaudible] when would be the right time to request those flexibilities or at least go on record noting that because of those workforce challenges to be able to meet those prescribed timelines.– **Shila Salem, Deputy Assistant Secretary**

“We haven’t really heard from DOE about many flexibilities just yet, all we have found are the restraints which is obviously the production timelines and the average cost per unit, which is very low considering the high cost of materials. We have asked for guidance; we haven’t necessarily received it. Weatherization will be attending the NASCAS (spelling?) which is a national conference for all Weatherization programs across the nation to come

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

together and share lessons learned, feedback with each other. That is something I will talk to the national partners about. As of now we have not received much feedback or guidance from DOE on. It's something that we are requesting, I'm hoping that as they release that 15% allocation, they start releasing more in-depth training materials. I hope I answered your question." – **Danielle McNair, Interim WAP Community Program Manager**

"Thank you." – **Shila Salem, Deputy Assistant Secretary**

"Of course. We'll definitely communicate with you if they release any webinars or anything like that. I know that is the route DOE tends to go is doing educational webinars. So hopefully we see more of that soon, I know that BIL is new to them as well. It would be very beneficial if we could get more support from them as we develop them. It's a big task, it's a lot of money, but we can do it. I'm really looking forward to speaking with the Weatherization programs in our neighboring states and hearing how they are addressing these problems as well." – **Danielle McNair, Interim WAP Community Program Manager**

"Alright if nobody has any more questions we will move on. We did mention in our annual file that DEO will not be utilizing any BIL funds on multi-family homes. Therefore, David Bacon Act compliance will not be required. I know some of you may not be familiar with Davis Bacon Act it is something that is another restriction with the BIL money, however Florida has not historically weatherized many multi-family units we have some here and there, but not enough that we would need to allocate any BIL funds for. So, we just went ahead and notated that in our annual file. Also, we will have Buy American Provisions in place for any funds used on public buildings as required by the infrastructure law. Two of our initiatives that we have identified so far will be the Solar PV Pilot Program and Workforce Development. So, we have not moved far on either of these. We did take a look at the DOE application for Solar and determined we will need to hire an outside consultant to help with the start off of this pilot program, but once we get our application and budget approved this is something we will be able to start working on and hiring a consultant for. Workforce Development, that's going to be an ongoing challenge, once again, when we get our application and budget approved this is something we will be able to start working on. Does anyone have any questions about the annual file before we move on to the master file? Alright y'all are making this easy for me, we'll go ahead and take a look at the master file. – **Danielle McNair, Interim WAP Community Program Manager**

"So, to my knowledge, this did not have many changes from the 2022 state plan you all had the chance to review. So not much should be different. So, we've got the same sections we had before. Approach to Determining Client Eligibility; and these are very in depth so if you want to, I definitely encourage you to read these on your own time and give me any edits if you have any. But again, these have not changed from the 2022 state plan that you have read before. But if you are new to the advisory council, if you have not had the chance to review the 2022 state plan, definitely take a look at this. So, we've got a lot of information. Information about our monitoring activities, our health and safety plan, our deferral process. A lot of this information you can find in our manual on our website. I will go ahead and scroll on through this." – **Danielle McNair, Interim WAP Community Program Manager**

"I just wanted to look at the end and see if we added anything specific to infrastructure, but it does not look like we did. Looks about the same. See what that last page was. So, this does include some data on what we budgeted for Training and Technical Assisted if you're interested in that information. We've got Energy Crisis and Disaster plan. It looks like that is the end of the Master File. So again, it has not changed since our state plan

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

earlier this year. So please take a look at this and let me know if you have any recommendations. – **Danielle McNair, Interim WAP Community Program Manager**

“So, it looks like the next section will be where we post our FAR notice when we have our public forum, I think this is the draft, yeah. We were originally going to have this next Monday but due to timing constraints, I think we’re going to have to push that back. This is what it will look like, it will probably just have a different day.” – **Danielle McNair, Interim WAP Community Program Manager**

“Next, we have the Policy Advisory Council members. This is where your bios come into play. So here we have each of our Policy Advisory Council members, their information, who they are representing, and just a short biography. So that’s what you’ll find here.– **Danielle McNair, Interim WAP Community Program Manager**

“And then, last but not least, you’ll have our assurances. So, this typically gets signed at the end of the process, so I do not believe it is signed yet, but it will be signed by our deputy secretary. Yeah, it hasn’t been signed just yet but when our plan does get approved by DEO leadership it will get signed. And we’ve got a burden statement at the end, and I think that is it, no, there’s one more section. Once we have our public statement the transcript will be here. And that will be in our final plan. And that is it, that is our complete draft right now. Once we have our public hearing minutes and have a transcriber come in, that will be right here. So that is pretty much it. This is a very initial plan, and it’s supposed to be that way. Once our application and budget are approved DOE will begin a very detailed plan. And we will obviously have more policy advisory council meetings, we’re definitely going to be needing your feedback. I just want to remind you that this is still being reviewed by DEO leadership so there could be potential changes in the future but as of now this is our working draft. We’re very excited to be getting our 30% allocation to our agencies so they can begin ramping up their production. Does anyone have any questions?” – **Danielle McNair, Interim WAP Community Program Manager**

“No questions just want to thank you for walking us through all that and taking our feedback.”– **Shila Salem, Deputy Assistant Secretary**

“Of course, thank y’all for being a member on our policy advisory council. We literally could not do this without you, so your feedback is very appreciated, and I know some of you may not have had time to read this beforehand so please review this on your own. Even if you find something as small as a typo, like Terry found, please let me know. I definitely want to make sure this thing is correct before we release it out to the network. And before we submit it to DOE. So please review it on your own. Email me if you have any questions, any recommendations. I really appreciate you all, and yeah that’s all. This is great.” – **Danielle McNair, Interim WAP Community Program Manager**

“Hey Danielle, I may have missed it. This is Kenya. What’s the timeline for submission?” – **Kenya Woodard, Interim Executive Director**

“We recently submitted our budget and application so we will be receiving 15% of the allocation soon however after October 1st we will be receiving 30% of our allocation, moving forward the 50% will be released depending on how our production is. DOE will be monitoring us, monitoring our production. If our numbers are not low they will be giving us that 50% allocation. They have not said anything about 75% or moving forward, so all we have planned out is up to 50%.” – **Danielle McNair, Interim WAP Community Program Manager**

Ron DeSantis
GOVERNOR



Meredith Ivey
ACTING SECRETARY

“Okay, thank you.— **Kenya Woodard, Interim Executive Director**

“Yeah, no worries. And DOE did release a memo going over the timeline, Kenya. If you’d like I can share that with you if you’d like a record.” – **Danielle McNair, Interim WAP Community Program Manager**

“Yes, I would like that, thank you.” – **Kenya Woodard, Interim Executive Director**

“Of course, of course! Dylan, would you write that down? Thank you. Alright guys if you have any questions feel free to email me. I’ll let you get back to your days.”— **Danielle McNair, Interim WAP Community Program Manager**

MEETING CONCLUDED



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY



**State of Florida
Weatherization Assistance Program
Program Year 2022-2027
Bipartisan Infrastructure Law Plan**

Assurances

U.S. DEPARTMENT OF ENERGY

**FINANCIAL ASSISTANCE
CERTIFICATIONS AND ASSURANCES
FOR USE WITH SF 424**

Applicant: State of Florida

Solicitation No.: DE-EE0009895

The following certifications and assurances must be completed and submitted with each application for financial assistance. The name of the person responsible for making the certifications and assurances must be typed in the signature block on the forms.

Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements

DOE F 1600.5, Assurance of Compliance Nondiscrimination in Federally Assisted Programs

**CERTIFICATIONS REGARDING LOBBYING;
DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS;
AND DRUG FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 10 CFR Part 601 "New Restrictions on Lobbying," 10 CFR Part 606 "Governmentwide Debarment and Suspension (Nonprocurement) and 10 CFR Part 607 "Governmentwide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Energy determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. ADDITIONAL LOBBYING REPRESENTATION

Applicant organizations which are described in section 501(c)(4) of the Internal Revenue Code of 1986 and engage in lobbying activities after December 31, 1995, are not eligible for the receipt of Federal funds constituting an award, grant, or loan.

As set forth in section 3 of the Lobbying Disclosure Act of 1995 as amended, (2 U.S.C. 1602), lobbying activities are defined broadly to include, among other things, contacts on behalf of an organization with specified employees of the Executive Branch and Congress with regard to Federal legislative, regulatory, and program administrative matters.

Check the appropriate block:

The applicant is an organization described in section 501(c)(4) of the Internal Revenue Code of 1986? Yes No

If you checked "Yes" above, check the appropriate block:

The applicant represents that after December 31, 1995 it has has not engaged in any lobbying activities as defined in the Lobbying Disclosure Act of 1995, as amended.

3. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust

statutes or commission of embezzlement, theft, forgery, bribery; falsification or destruction of records, making false statements, or receiving stolen property;

- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

4. DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub.L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990.

ALTERNATE I (GRANTEES OTHER THAN INDIVIDUALS)

- (1) The grantee certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace not later than five calendar days after such conviction;
 - (e) Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a),(b),(c),(d),(e), and (f).

- (2) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance: (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

ALTERNATE II (GRANTEES WHO ARE INDIVIDUALS)

- (1) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant.
- (2) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

5. SIGNATURE

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Name of Applicant: State of Florida

Printed Name and Title of Authorized Representative: Meredith Ivey, Chief of Staff


SIGNATURE

9/28/2022
DATE

Nondiscrimination in Federally Assisted Programs

OMB Burden Disclosure Statement

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Information Resources Management Policy, Plans, and Oversight, Records Management Division, HR-422 - GTN, Paperwork Reduction Project (1900-0400), U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, DC 20585; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1900-0400), Washington, DC 20503.

State of Florida

(Hereinafter called the "Applicant")

HEREBY AGREES to comply with Title VI of the Civil Rights Act of 1964 (Pub. L.88-352), Section 16 of the Federal Energy Administration Act of 1974 (Pub.L.93-275), Section 401 of the Energy Reorganization Act of 1974 (Pub.L.93-438), Title IX of the Education Amendments of 1972, as amended (Pub.L.92-318, Pub.L.93-568, and Pub.L.94-482), Section 504 of the Rehabilitation Act of 1973 (Pub.L.93-112), the Age Discrimination Act of 1975 (Pub.L.94-135), Title VIII of the Civil Rights Act of 1968 (Pub.L.90-284), the Department of Energy Organization Act of 1977 (Pub.L.95-91), and the Energy Conservation and Production Act of 1976, as amended (Pub.L.94-385) and Title 10, Code of Federal Regulations, Part 1040. In accordance with the above laws and regulations issued pursuant thereto, the Applicant agrees to assure that no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity in which the Applicant receives Federal assistance from the Department of Energy.

Applicability and Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with Federal assistance extended to the Applicant by the Department of Energy, this assurance obligates the Applicant for the period during which Federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which Federal assistance is extended. If any personal property is so provided, this assurance obligates the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Applicant for the period during which the Federal assistance is extended to the Applicant by the Department of Energy.

Employment Practices

Where a primary objective of the Federal assistance is to provide employment or where the Applicant's employment practices affect the delivery of services in programs or activities resulting from Federal assistance extended by the Department, the Applicant agrees not to discriminate on the ground of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Subrecipient Assurance

The Applicant shall require any individual, organization, or other entity with whom it subcontracts, subgrants, or subleases for the purpose of providing any service, financial aid, equipment, property, or structure to comply with laws cited above. To this end, the subrecipient shall be required to sign a written assurance form, however, the obligation or both recipient and subrecipient to ensure compliance is not relieved by the collection or submission of written assurance forms.

Data Collection and Access to Records

The Applicant agrees to compile and maintain information pertaining to programs or activities developed as a result of the Applicant's receipt of Federal assistance from the Department of Energy. Such information shall include, but is not limited to, the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, age, and disability; (3) data regarding covered employment including use or planned use of bilingual public contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age, and disability, in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by the Department of Energy to be relevant to its obligation to assure compliance by recipients with laws cited in the first paragraph of this assurance.

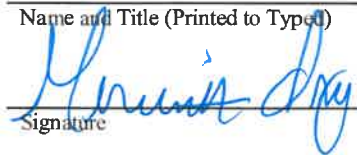
The Applicant agrees to submit requested data to the Department of Energy regarding programs and activities developed by the Applicant from the use of Federal assistance funds extended by the Department of Energy, Facilities of the Applicant (including the physical plants, building, or other structures) and all records, books, accounts, and other sources of information pertinent to the Applicant's compliance with the civil rights laws shall be made available for inspection during normal business hours on request of an officer or employee of the Department of Energy specifically authorized to make such inspections. Instructions in this regard will be provided by the Director, Office of Civil Rights, U.S. Department of Energy.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts (excluding procurement contracts), property, discounts or other Federal assistance extended after the date hereto, to the Applicants by the Department of Energy, including installment payments on account after such data of application for Federal assistance which are approved before such date. The Applicant recognizes and agrees that such Federal assistance will be extended in reliance upon the representation and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, the successors, transferees, and assignees, as well as the person(s) whose signature appears below and who are authorized to sign this assurance on behalf of the Applicant.

Applicant Certification

The Applicant certifies that it has complied, or that, within 90 days of the date of the grant, it will comply with all applicable requirements of 10 C.F.R. § 1040.5 (a copy will be furnished to the Applicant upon written request to DOE).

Designated Responsible Employee


Meredith Ivey, Chief of Staff
Name and Title (Printed to Typed)

Signature

(850) 245- 7153
Telephone Number
9-28-22
Date

State of Florida
Applicant's Name
107 East Madison Street, MSC 400
Address:
Tallahassee, Florida 32399

() -
Telephone Number
Date

Authorized Official:
President, Chief Executive Officer
or Authorized Designee

Meredith Ivey, Chief of Staff
Name and Title (Printed to Typed)

Signature

(850) 245- 7153
Telephone Number
9-29-22
Date