

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

(Grant Number: EE0007946, State: PA, Program Year: 2019)

IV.1 Subgrantees

Subgrantee (City)	Planned Funds/Units
Action Housing, Inc. (Pittsburgh)	\$5,238,341.00 444
Armstrong County Community Action Agency (Kittaning)	\$560,021.00 56
Berks Community Action Program (Reading)	\$963,065.00 94
Blair County Community Action Program (Altoona)	\$725,480.00 71
Bucks County Opportunity Council, Inc. (Doylestown)	\$933,367.00 94
Carbon County Action Committee for Human Services (Lehighton)	\$487,896.00 50
Center for Community Action (Everett)	\$1,412,777.00 139
Central PA Community Action Program, Inc. (Clearfield)	\$1,007,528.00 100
Commission on Economic Opportunity of Luzerne County (Wilkes-Barre)	\$1,998,332.00 216
Community Action Agency of Delaware County (Boothwyn)	\$4,000,750.00 397
Community Action Committee of Lehigh Valley, Inc. (Bethlehem)	\$1,319,441.00 130
Community Action Partnership of Mercer County (Sharon)	\$988,520.00 96
Community Action, Inc. (Punxsutawney)	\$1,158,223.00 113
Energy Coordinating Agency (Philadelphia)	\$5,258,059.00 513
Erie County Housing Authority (Corry)	\$687,297.00 45
Greater Erie Community Action Committee (Erie)	\$217,539.00 22
Housing Authority of the County of Beaver (Beaver)	\$878,966.00 87
Lawrence County Social Services (New Castle)	\$812,675.00 83
Lycoming/Clinton Counties Commission for Community Action (Williamsport)	\$780,634.00 76
Monroe County Redevelopment Authority (Stroudsburg)	\$619,416.00 60
Northern Tier Community Action Corporation (Emporium)	\$700,025.00 66
Northumberland County Weatherization (Sunbury)	\$794,644.00 79
Northwest PA Weatherization, Inc. (Meadville)	\$1,144,327.00 111
Philadelphia Housing Development Corp (Philadelphia)	\$974,284.00 100

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Redevelopment Authority of the County of Fayette (Uniontown)	\$844,272.00
	83
Schuylkill County Community Action (Pottsville)	\$708,510.00
	72
Scranton/Lackawanna Human Development Agency (Scranton)	\$1,026,703.00
	102
SEDA-Council of Governments (Lewisburg)	\$1,166,857.00
	118
South Central Community Action Program, Inc. (Gettysburg)	\$1,927,946.00
	191
Tableland Services, Inc. (Somerset)	\$623,960.00
	63
The TREHAB Center (Montrose)	\$907,912.00
	91
Warren/Forest Economic Opportunity Council (Warren)	\$695,782.00
	75
Wayne County Redevelopment Authority (Honesdale)	\$657,600.00
	65
Weatherization, Inc. (Huntingdon)	\$470,926.00
	47
Westmoreland Housing Authority (Greensburg)	\$1,137,010.00
	111
York County Board of Commissioners (York)	\$899,426.00
	89
Total:	\$44,728,511.00
	4,349

IV.2 WAP Production Schedule

Planned units by quarter or category are no longer required, no information required for persons.	
Weatherization Plans	Units
Total Units (excluding reweatherized)	4,329
	4,329
Reweatherized Units	20
	20
Average Unit Costs, Units subject to DOE Project Rules	
VEHICLE & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)	
A Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B Total Units Weatherized	4,329
C Total Units Reweatherized	20
D Total Dwelling Units to be Weatherized and Reweatherized (B + C)	4,349
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	\$33,815,552.00
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)	4,349
H Average Program Operations Costs per Unit (F divided by G)	\$7,775.48
I Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J Total Average Cost per Dwelling (H plus I)	\$7,775.48

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IV.3 Energy Savings

Method used to calculate savings: <input checked="" type="checkbox"/> WAP algorithm <input type="checkbox"/> Other (describe below)			
	Units	Savings Calculator (MBtus)	Energy Savings
This Year Estimate	4349	29.3	127426
Prior Year Estimate	1859	29.3	54469
Prior Year Actual	1536	29.3	45005

Method used to calculate savings description:

IV.4 DOE-Funded Leveraging Activities

The Department continues to explore and develop partnerships with utility companies, the Public Utility Commission (PUC), and other entities that will generate non-Federal resources for Weatherization. Staff will continue to expand the leveraging of utility funds through the coordination of treatment costs with Electric Distribution Companies (EDCs) and Natural Gas Distribution Companies (NGDC) through contracts with subgrantees and directly with the Department. Utility Coordination Committee meetings continue to discuss prioritization of clients, the possible creation of a centralized database, the overall adoption of the Standard Work Specifications (SWS) and worker certifications for the utility work done for programs such as the Low Income Usage Reduction Program (LIURP).

Subgrantees have been encouraged to contact the EDCs and NGDCs in their service territory and have established procedures for the coordination of base load treatment costs wherever possible. A statewide joint WAP/Utility Home Performance Conference is being considered for 2022. Feedback regarding the conference held in 2019 stated that it was an ideal opportunity to earn continuing education credits, network with fellow WAP agencies and utility companies, and various topics were reviewed within Building Envelope, HVAC Technologies and Ventilation to include Program and Operations' topics.

The Department continues to implement an Invitation to Qualify (ITQ) for WAP leveraging activities. An ITQ is a multiple award process which is used to prequalify contractors through the PA Department of General Services application process. The Commission on Economic Opportunity (CEO) and the Pennsylvania Utility Law Project (PULP), a specialized service of Regional Housing Legal Services submitted proposals and were placed on a statewide list of similar contractors. CEO and PULP were chosen to advocate, participate and/or intervene in rate cases, acquisitions and mergers involving both electric and gas companies to ensure favorable outcomes for low-income residents based on their response to the scope of work requirements, experience, and knowledge of the Weatherization Assistance Program. CEO focused on rate case interventions while PULP focused on the policy and advocacy activities. Both agencies provided representation on behalf of low-income residents at various utility proceedings, program reviews, and legislative hearings throughout the state.

CEO and PULP focuses their efforts on the following activities:

- ACT 129 proceedings
- Universal Service and Energy Conservation Program reviews
- Retail Market proceedings
- Default Service proceedings
- Administrative and Legislative Advocacy

Many of these activities and accomplishments cover multiyear time periods, therefore the overall amount of funds generated from the combined leveraging activities of both agencies is accomplished annually but any annual amount provided would be estimates based on the overall amounts. Therefore, for this plan, the \$115M leveraged over at least a 5-year timeframe would work out to approximately \$23M a year. This increased funding results in additional weatherization services for low-income households and since the PA Weatherization agencies work on coordinating the utility funds with the weatherization work done on the eligible homes, the increased funding helps produce an increased amount of homes at a lower average cost.

The percentage of contract funds allocated for leveraging activities is .5% at \$94,000. For FY 2021-2022, along with the reporting the dollar amount gained, the number of homes weatherized with the utility funds will be reported. In addition, the Weatherization agencies who retain their utility contracts as a result of the leveraging activities will be reported.

The Department plans to implement the ITQ process again in 2021-2022 to continue similar rate case interventions and various policy and advocacy activities.

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IV.5 Policy Advisory Council Members

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

Center for Community Action	Type of organization: Local agency Contact Name: Wendy Melius Phone: 8146433010 Email: wmelius@ccaofpa.org
Columbia Gas of Pennsylvania	Type of organization: Utility Contact Name: Deb Davis Phone: 7244166316 Email: ddavis@nisource.com
Commission on Economic Opportunity of Luzerne Co.	Type of organization: Local agency Contact Name: Eugene Brady Phone: 5708260510 Email: genebradyceo@gmail.com
Community Action Association of PA	Type of organization: Non-profit (not a financial institution) Contact Name: Dan Leppo, Acting Executive Director Phone: 7172331075 Email: dan@thecaap.org
Consultant/Advocate	Type of organization: For-profit or Corporate (not a financial institution or utility) Contact Name: Mitch Miller Phone: 7179032196 Email: mmiller77@hotmail.com
Department of Health	Type of organization: Unit of State Government Contact Name: David Saunders Phone: 7175473315 Email: davidsaund@pa.gov
Department of Human Services	Type of organization: Unit of State Government Contact Name: Brian Whorl Phone: 7177874081 Email: bwhorl@pa.gov
Department of Human Services	Type of organization: Unit of State Government Contact Name: Cathy Buhrig, Director Phone: 7177874081 Email: cbuhrig@pa.gov
Dept. of Environmental Protection	Type of organization: Unit of State Government Contact Name: Lindsay A. Byron Phone: 7177728951 Email: lbyron@pa.gov
Energy Association of Pennsylvania	Type of organization: Non-profit (not a financial institution) Contact Name: Donna Clark Phone: (717)901-0600 Email: dclark@energypa.org
Energy Coordinating Agency of Philadelphia	Type of organization: Local agency Contact Name: Steve Luxton Phone: 2156091033 Email: stevel@ecasavesenergy.org
Lawrence County Community Action Partnership	Type of organization: Non-profit (not a financial institution) Contact Name: Tom Scott, CEO Phone: 7246587258 Email: tscott@lccap.org
PA Public Utility Commission	Type of organization: Unit of State Government Contact Name: Regina Carter Phone: 7174255441 Email: regincarte@pa.gov
PA Utility Law Project	Type of organization: Non-profit (not a financial institution) Contact Name: Elizabeth R. Marx Phone: 7177103825 Email: emarxpulp@palegalaid.net
	Type of organization: Other

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Pennsylvania College of Technology	Contact Name: Alison Diehl, Director Phone: 5703274768 Email: aad1@pct.edu
Pennsylvania Utility Commission	Type of organization: Unit of State Government Contact Name: Haley Book Phone: 7174257402 Email: hbook@pa.gov
PPL Electric Utilities	Type of organization: Utility Contact Name: Melinda Stumpf Phone: 4846343298 Email: mstumpf@pplweb.com
Public Utility Commission	Type of organization: Unit of State Government Contact Name: Sarah Dewey Phone: 7177054029 Email: sdewey@pa.gov

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

Date Held Newspapers that publicized the hearings and the dates the notice ran

04/11/2019 A public hearing on the 2019 plan was held on April 11, 2019 at the Commonwealth Keystone Building, 400 North Street, Harrisburg, Pennsylvania. Notice of the Hearing was filed with the Legislative Reference Bureau, published in the Pennsylvania Bulletin on March 30, 2019, and posted on the Department website on March 29, 2019.

04/22/2020 Due to the current COVID-19 pandemic and stay at home order in PA, the public hearing on this plan was held via conference call on April 22, 2020. Notice of the Hearing details was filed with the Legislative Reference Bureau, published in the Pennsylvania Bulletin on April 11, 2020, and posted on the Department website on April 10, 2020. Here is a link to the PA Bulletin: <http://www.pacodeandbulletin.gov/Display/pabull?file=/secure/pabulletin/data/vol50/50-15/521.html&search=1&searchunitkeywords=>

04/22/2021 Due to the COVID19 pandemic, the public hearing on this plan was held via conference call on April 22, 2021. Notice of the Hearing details was filed with the Legislative Reference Bureau, published in the Pennsylvania Bulletin on April 10, 2021, and posted on the Department website on April 09, 2021. Here is a link to the PA Bulletin: <http://www.pacodeandbulletin.gov/Display/pabull?file=/secure/pabulletin/data/vol51/51-15/567.html> Justification for use of PA Bulletin: The Pennsylvania Bulletin is used according PA Code. In addition to advertising in the PA Bulletin, the DOE State Plan Public Hearing and posting was also announced at the PAC Meeting and Weekly Network Calls as well as posting the plan on the DCED website. The information for the Pennsylvania Code included at this website has been derived directly from the Pennsylvania Code, the Commonwealth's official publication of rules and regulations. Cite all material in the Pennsylvania Code by title number and section number. Example: 1 Pa. Code § 17.51. The information for the Pennsylvania Bulletin included at this website has been derived directly from the Pennsylvania Bulletin, the Commonwealth's official gazette for information and rulemaking. The latest published information may be accessed every Friday at 9 a.m. EDT. Cite all material in the Pennsylvania Bulletin by volume and page number. Example: 17 Pa.B. 639.

IV.7 Miscellaneous

The Principal Investigator and Recipient Business Officer for this grant is Ms. Lynette Praster, Director, Center for Community Services of the Department of Community and Economic Development, Commonwealth Keystone Building, 400 North Street, 4th Floor, Harrisburg, PA 17120-0225. Phone is (717) 720-1350 and email is lpraster@pa.gov.

Agency Funding

DCED plans to extend the funding expenditure period for the FY19/20 and FY20/21 DOE funds and combine the three FY's of funding(19/20, 20/21, & 21/22) in order to allow more time for the expenditures due to delays caused by the COVID19 pandemic closures. Combining the three fiscal years of funding will also help keep the average cost per unit within the allowable limit of \$7,776. In addition, please note that for purposes of the State Plan posting for Public Comment, only the 2021 Budget was included. The 2019 and 2020 Budgets were approved previously.

The Department continues to use the historical formula for subgrantees that was implemented in 2007 which establishes a capacity framework to deliver WAP. This formula of funding establishes a baseline capacity in order for each agency to maintain a certified workforce, conduct WAP according to the required SWS and adjust to any potential funding lapses. This formula is based on fifty percent (50%) of the funds utilizing each agency's service area percentage of low-income population to the state total low-income population at 200% of the Federal Poverty Guidelines; thirty percent (30%) on the heating degree days to the state total; and twenty percent (20%) of the funds on the subgrantees' established capacity level.

For program year 2021-2022, DCED plans to continue to use the historical formula in order to achieve consistency in closing out the five-year DOE grant and remain focused on achieving 100% production, as projected, with the expenditure of all funds. This historical formula and the old data upon which it is

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based has been questioned as related to agency capacities. In addition, an ongoing analysis of the data reflects some changes in heating degree days, low-income population and their effects on PA counties and regions. Therefore, a planning strategy will continue into the 2021-2022 program year to consider a revision of the formula that will address capacity and production.

For program year 2021-2022, income eligibility is set at 200% of Federal Poverty Guidelines and the allowable average cost per dwelling unit is \$7,776.

The Department will reallocate funds based on the WAP Risk Assessment results as well as performance including meeting production goals over the contract period. For annual DOE allocations, subgrantees who have not met their production goals for the prior year may not be awarded 50% of their regular allocation. The subgrantees will receive written notification of the reason(s) for the reduction and the offer of guidance and assistance in resolving the issues. They must provide a specific timeline to meet the required performance criteria and production goals and respond to the Department's offer of guidance and assistance in resolving the issues with specific needs that can be addressed.

In addition, since this is the proposed last year of the DOE grant (Year 5), if a specific agency timeline or production goal is not met as of December 31, 2021, funds will be reduced from under performing agencies and reallocated to agencies that will be able to spend the funds, meeting all quality and compliance standards. Prior to reducing the final annual funding level of any subgrantee, as a consequence of inadequate performance, the Department shall provide in writing to the subgrantee the specific reasons for the final funding reduction for the program year. PA has implemented a risk and performance-based allocation which is driven by a review of subgrantees' production, work quality, compliance and reporting. The Risk Level and due process for noncompliance requirements are distributed via this DOE state plan and to each agency when they are notified of their Risk Assessment results.

During the current review of poverty and heating degree days data in combination with various capacity issues uncovered during the 2021 Risk Assessment process, it appears that the population needs for weatherization services combined with ongoing compliance with all program requirements has challenged the network as it is currently organized. For the upcoming new DOE grant, DCED is continuing a planning strategy in partnership with the WAP agency network and the Policy Advisory Council (PAC) to further analyze the shifting data trends as applied to individual agency capacity in order to reconsider and recreate a sustainable agency framework for Pennsylvania.

Policy Advisory Council (PAC)

In accordance with 10 CFR, Section 440.17, the Department has established a Weatherization and Energy Conservation Policy Council to advise the Department on issues related to the administration of the weatherization program. The council has reviewed the by-laws, established sub-committees, meets quarterly, and regularly recruits volunteers. The PAC reviews the annual state plan, and where feasible, its comments and recommendations are included prior to submission of the annual Plan to the Department of Energy.

The Policy Advisory Council includes representatives of electric utilities, utility associations, subgrantees, energy advocacy groups, social service agencies and other governmental agencies. The current Policy Advisory Council members each have special qualifications and sensitivity with respect to representing low-income populations to include elderly, disabled, children, minorities, energy conservation and efficiency, energy research, the environment, public service, and housing.

American Consumer Satisfaction Index Survey

DCED continues to work off of the activities conducted during the 2019-20 program year to address the 2019 ACSI scores. Given the COVID-19 pandemic, however, operational challenges certainly faced us in order to maintain the momentum we had gained from the last program year. We continued to put into place, however, communication plans that have opened up the conversation with the agencies and among them as to how we all were coping with the challenges of the pandemic. The following reflects our efforts during a most unusual program year in order to remain committed to improvements in the development of the State Plan and the frequency and clarity of communication and consistency of technical assistance:

- Weekly network calls began on May 19, 2021 and involve DCED WAP staff and WAP subgrantees for the purpose of discussing any and all WAP operational issues.
- Ongoing numerous phone calls between agency and DCED staff were also conducted regarding operational and compliance issues that agencies faced at the onset and during the COVID-19 pandemic.
- DCED WAP staff partnered with the Penn College Clean Energy Center to create the recommended safety practices for resuming WAP production during COVID_19 pandemic. These practices were thoroughly discussed during the weekly network calls.
- WAP Training and Technical Assistance funds were distributed to all subgrantee agencies so that workers could continue to access their online training requirements during the shut-downs experienced at the onset of the COVID-19 pandemic.
- Weekly Production and Expenditure Reports were enhanced with dashboards and are sent to the WAP Network weekly in order to stay abreast of production activities given the combined program year efforts.

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- The weekly network calls held in February and March of 2021 included an overall State Plan explanation and discussion topics on the contents of the State Plan as it was being drafted and before it was released publicly.
- An allocation committee made up of volunteer network agencies and members of the PAC continue to meet in order to make recommendations for potential changes to the current allocation formula.