



PY 2015 WAP Grantee Kick-off Webinar

January 21 & 22, 2015



Before submitting your 2015 Weatherization Assistance Program (WAP) Application Package, review the following documents to ensure the application package is in compliance with all requirements:

- Administrative and Legal Requirements Document WAP-ALRD-2015
- Weatherization Program Notice 15-1 (Annual Guidance)
- Weatherization Program Notice 15-2 (Grantee Allocations)
- Weatherization Assistance Program Application Instructions

These documents can be found within the [Program Guidance 2011-2015](#) section on WAPTAC.

Early Considerations:

- 2015 is the third year of your current 3-year award. Be diligent in fully utilizing current funds, to minimize carryover, carefully projecting carryover for the 2015 application so that you can maximize all available resources in the award by the expected 2015 program year end-date.
- Start planning early in 2015 to schedule the public hearing in order to submit complete applications to DOE 60 days prior to the beginning of the 2015 program year, renew SAM, etc.

Program Year Start Date	Deadline for Application Submittals
April 1st	Due No Later Than March 16th
July 1st	Due No Later Than May 1st
October 1st	Due No Later Than July 31st

Please submit applications in PAGE on or before the due dates, and please be responsive and timely for resubmittals should an application be returned for clarification or correction.

For technical support, contact the PAGE helpdesk at (866) 492-4546 or via [email](#).

V.1.2 Approach to Determining Building Eligibility

Procedures to
determine that units
weatherized have
eligibility
documentation

[Edit the full text...](#)

Add Historical Preservation process including when Agreement last signed.

Describe Reweathering compliance

[Edit the full text...](#)

V.1.3 Definition of Children

Definition of children (below age):

V.1.4 Approach to Tribal Organizations

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

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

[Edit the full text...](#)

Only check the box above if either of the two statements are true:
1. The State subawards to Tribes serving Tribal lands; **or**
2. The Tribe receives the award directly from DOE.

V.2 Selection of Areas to Be Served

V.3 Priorities for Service Delivery

V.4 Climatic Conditions

[Edit the full text...](#)

Quality Work Plan:

- Budget – Contractual Budget Detail: Tier I training costs identified separately from Tier 2 training costs
- Master File:
 - V.5.1 Technical Guides & Materials: add WPN 15-4, sections I & 2 details
 - V.5.3 Final Inspection: add WPN 15-4, sections 1 & 3 Details
 - V.8.3 Monitoring Activities: add WPN 15-4 details about QCI for state monitors as well as monitoring percentages based on local agencies using QCI for both energy auditor and final inspector
 - V.8.4 Training and Technical Assistance Activities: add WPN 15-4, section 4 details

Financial Assistance Office (FAO) Discussion Points:

- Carryover explanation should include all prior years
- Newest Indirect Rate Agreement
- Application package must include:
 - PAC Meeting Minutes
 - Most recent A-133 Audit
- SF-LLL Disclosure of Lobbying Activities **(if applicable)**
- Rounding to whole dollars in every cell of each budget object cost categories

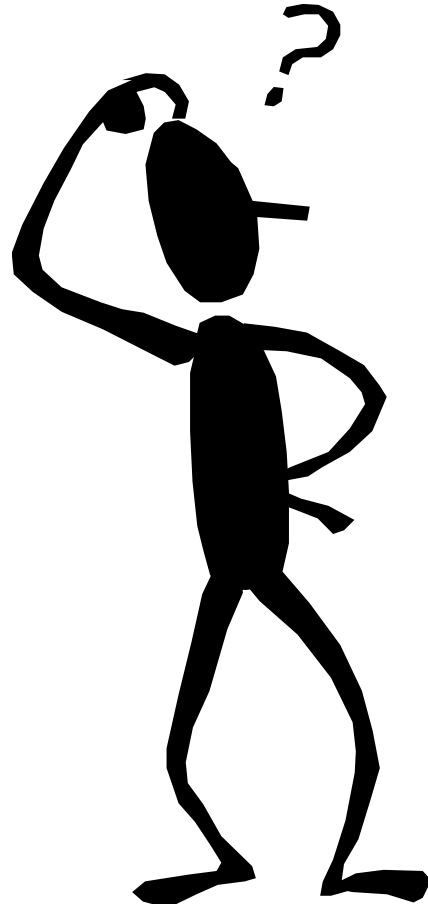
If you propose to use non-DOE resources to meet a DOE WAP requirement, then make a brief explanation acknowledging the commitment to DOE requirements. Comments should be entered in the corresponding Object Class Category where comment fields allow it, otherwise provide the comments below Section B of the SF-424A.

Acknowledge the award and all modifications in FedConnect (in order for DOE to generate subsequent modifications to the award).

When Other Direct Costs are budgeted, include a statement that those same costs are not also included in Indirect costs.

Indirect Costs – Provide the indirect cost accounts (indirect base) in the Budget Justification (i.e. Administrative Salaries).

Annual File – Please include DUNS numbers for all Subgrantees (this now is a required field).



QUESTIONS?