
Louisiana Housing Finance Agency



Energy Assistance Department

Darleen Okammor
Program Manager

August 13, 2008

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M E M O R A N D U M

To: The Board of Commissioner

From: Darleen Okammor, Program Manager
Energy Assistance Department

Date: August 1, 2008

Re: Energy Assistance Program Committee

There will be a Energy Assistance Program Committee meeting, Wednesday, August 13, 2008 at 11:30 A.M., at Louisiana Housing Finance Agency, Committee Room 1, located at 2415 Quail Drive, Baton Rouge, LA.

The following topics will be discussed:

- Energy Program quarterly report
- Approval of draft for the 2009 LIHEAP State Plan

If you have any questions or concerns, please contact us.

August 1, 2008

Energy Assistance Program Committee

A regular meeting of the Energy Assistance Committee, will be held on Wednesday, August 13, 2008, at 11:30 AM, Louisiana Housing Finance Agency, Committee Room 1, 2415 Quail Drive, Baton Rouge LA, by order of the Chairman.

Final Agenda

1. Call to order, roll call and introduction of guests
2. Approval of draft for the 2009 LIHEAP State Plan
3. Energy Program quarterly report
4. Other Business
5. Adjournment

Milton J. Bailey, President

If you require special services, please call Barry Brooks at (225) 763-8700 by Monday, August 11, 2008.

ENERGY PROGRAMS STATUS REPORT

TO: Board of Commissioners

FROM: Darleen Okammor, Program Manager

DATE: August 8, 2008

RE: Low Income Home Energy Assistance Program (LIHEAP)
Weatherization Assistance Program (WAP)

Background: On April 18, 2007, the Board adopted a Memorandum of Understanding between LHFA and Louisiana Community Action Partnerships (LACAP) to transfer the administration of the statewide Low-Income Energy Assistance Program (LIHEAP) and the Weatherization Assistance Program (WAP).

LHFA, Energy Assistance Department has continued to have transition meetings with LACAP on a regular basis to access on-going transition issues, concerns and needs.

Accomplishments:

Weatherization Assistance Program

- 1) On April 18, 2008, LHFA held the Annual Public Hearing on the State Weatherization Application for Federal Funding.
- 2) On May 21, 2008, LHFA Energy Assistance Department submitted the Weatherization Grant Application electronically through Grants.gov. The application was approved by Department of Energy on June 30, 2008.
- 3) LHFA released to LACAP the Weatherization module to the web-based software, LIHEAP-WAP Online, developed by Hancock Energy Software (HES) to manage real-time program data for the Weatherization Assistance Program.
- 4) LACAP conducted two training sessions with statewide weatherization providers on June 24-25, 2008. Weatherization providers began using the software effective July 1, 2008.

Low Income Home Energy Assistance

- 5) On August 6, 2008 LHFA Energy Department held the Annual Public Hearing to obtain comments on the 2009 Low Income Home Energy Assistance Program annual application. The application is due September 2, 2008.

2007-2008 ENERGY FINANCIAL STATUS

DHHS - Low Income Home Energy Assistance Program

2007-08 DHHS AWARDS \$24,165,410

Adjustments:

| | |
|---|--------------|
| LHFA Administration (1%) | \$241,654 |
| LACAP Administration (1.5%) | \$362,481 |
| Dept. of Social Services/OCS Child Welfare Crisis | \$150,000 |
| DHHS Weatherization | \$2,315,036 |
| Client Education | \$771,679 |
| Contracted to CAP Agencies | \$20,324,560 |

DHHS-Leveraging Grant

2007 Leveraging Incentive Award 161,612
Energy Special Needs Program for Crisis Assistance

DOE - Weatherization Assistance Program

2007 DOE GRANT 1,550,758

Adjustments:

| | |
|----------------------------------|-----------|
| LHFA Administration (1%) + T/TA | 24,732 |
| LACAP Administration (4%) + T/TA | 155,085 |
| Contracted to CAP Agencies | 1,370,941 |

2008 DOE GRANT \$2,733,655

Adjustments:

| | |
|----------------------------------|-----------|
| LHFA Administration (1%) + T/TA | 37,426 |
| LACAP Administration (4%) + T/TA | 347,313 |
| Contracted to CAP Agencies | 2,348,916 |

SUMMARY

FUNDING RECEIVED 28,611,435

TOTAL AMOUNT ALLOCATED

| | |
|--------------|--------------|
| LHFA | \$465,424 |
| LACAP | \$1,636,558 |
| DSS/OCS | \$150,000 |
| CAP Agencies | \$26,359,453 |

Energy Programs Activity Summary

Through June 30, 2008

Low Income Home Energy Assistance Program

Grantor: Department of Health and Human Services (DHHS)

| Type of Assistance (October 2007-September 2008) | Total Expenditures | Number of Households Assisted | Households with at least one member | | | Denied |
|---|------------------------|-------------------------------------|-------------------------------------|---------------|-------------------|------------|
| | | | 60 Years or Older | Disabled | Age 5 or Under | |
| Heating (October – March) | \$6,174,709.49 | 14,019 | 5498 | 5738 | 2644 | 215 |
| Cooling (April - September) | \$6,106,650.55 | 13,418 | 5653 | 5411 | 2437 | 74 |
| Year Round Crisis | \$1,465,255.31 | 4941 | 686 | 1517 | 1542 | 15 |
| Other Crisis: | | | | | | |
| Energy Special Needs Program | \$159,954.00 | 155 | 27 | 73 | 83 | 6 |
| DSS/OCS | \$48,812.80 | 157 | 8 | 28 | 121 | 0 |
| Totals | \$13,955,382.15 | 32,690 | 11,872 | 12,767 | 6,827 | 310 |
| Percentage of Total | | | 36.3% | 39.1% | 20.9% | 0.9% |

Weatherization Assistance Program

Grantor: Department of Energy (DOE)

| Type of Assistance (April 2007 - June 30, 2008) | Total Expenditures | Units Weatherized | Households with at least one member | | | Denied |
|--|-----------------------|----------------------|-------------------------------------|------------|-------------------|-----------|
| | | | 60 Years or Older | Disabled | Age 5 or Under | |
| DOE Production | | | | | | |
| April 2007 - June 2008 | \$1,121,594.38 | 395 | 231 | 157 | 90 | 65 |
| LIHEAP Only Production | | | | | | |
| April 2007 - June 2008 | \$1,382,368.17 | 360 | 213 | 103 | 82 | 0 |
| Totals | \$2,503,962.55 | 755 | 444 | 260 | 172 | 65 |
| Percentage of Total | | | 58.8% | 34.4% | 22.8% | 8.6% |

LOUISIANA
LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

2009 LIHEAP STATE PLAN

PROGRAM YEAR
October 1, 2008 – September 30, 2009

DRAFT



LOUISIANA HOUSING FINANCE AGENCY
2415 QUAIL DRIVE
BATON ROUGE, LA 70808
(225) 763-8700 • FAX (225) 763-8752
TTY/TDD (225) 763-8762
WWW.LHFA.STATE.LA.US

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

ABBREVIATED MODEL PLAN

PUBLIC LAW 97-35, AS AMENDED

FISCAL YEAR (FY) 2009

GRANTEE Louisiana Housing Finance Agency

EIN: 72-0809967

ADDRESS 2415 Quail Drive

Baton Rouge, LA 70808

NAME OF LIHEAP COORDINATOR Darleen Okammor

EMAIL: dokammor@lhfa.state.la.us

TELEPHONE: 225-763-8700 FAX: 225-763-8752

LAST DETAILED MODEL PLAN FILED: FY 2008

PLEASE CHECK ONE: TRIBE _____ STATE X INSULAR AREA _____

**Department of Health and Human Services
Administration for Children and Families
Office of Community Services
Washington, D.C. 20447**

August 1987, revised 05/92, 02/95, 03/96, 12/98, 11/01

OMB Approval No. 0970-0075, Expiration Date: 10/31/2008

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Use of this model plan is optional. However, the information requested is required in order to receive a Low Income Home Energy Assistance Program (LIHEAP) grant in years in which a grantee is not required to use the detailed model plan. Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

GRANTEE Louisiana Housing Finance Agency FFY 2009

Assurances

The Louisiana Housing Finance Agency agrees to:
(Grantee Name)

- (1) use the funds available under this title to--
 - (A) conduct outreach activities and provide assistance to low income households in meeting their home energy costs, particularly those with the lowest incomes that pay a high proportion of household income for home energy, consistent with paragraph (5);
 - (B) intervene in energy crisis situations;
 - (C) provide low-cost residential weatherization and other cost-effective energy-related home repair; and
 - (D) plan, develop, and administer the State's program under this title including leveraging programs,

and the State agrees not to use such funds for any purposes other than those specified in this title;

- (2) make payments under this title only with respect to--
 - (A) households in which one or more individuals are receiving--
 - (i) assistance under the State program funded under part A of title IV of the Social Security Act;
 - (ii) supplemental security income payments under title XVI of the Social Security Act;
 - (iii) food stamps under the Food Stamp Act of 1977; or
 - (iv) payments under section 415, 521, 541, or 542 of title 38, United States Code, or under section 306 of the Veterans' and Survivors' Pension Improvement Act of 1978; or
 - (B) households with incomes which do not exceed the greater of—
 - (i) an amount equal to 150 percent of the poverty level for such State; or
 - (ii) an amount equal to 60 percent of the State median income;

except that a State may not exclude a household from eligibility in a fiscal year solely on the basis of household income if such income is less than 110 percent of the poverty level for such State, but the State may give priority to those households with the highest home energy costs or needs in relation to household income.

(3) conduct outreach activities designed to assure that eligible households, especially households with elderly individuals or disabled individuals, or both, and households with high home energy burdens, are made aware of the assistance available under this title, and any similar energy-related assistance available under subtitle B of title VI (relating to community services block grant program) or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(4) coordinate its activities under this title with similar and related programs administered by the Federal Government and such State, particularly low-income energy-related programs under subtitle B of title VI (relating to community services block grant program), under the supplemental security income program, under part A of title IV of the Social Security Act, under title XX of the Social Security Act, under the low-income weatherization assistance program under title IV of the Energy Conservation and Production Act, or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(5) provide, in a timely manner, that the highest level of assistance will be furnished to those households which have the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size, except that the State may not differentiate in implementing this section between the households described in clauses 2(A) and 2(B) of this subsection;

(6) to the extent it is necessary to designate local administrative agencies in order to carry out the purposes of this title, to give special consideration, in the designation of such agencies, to any local public or private nonprofit agency which was receiving Federal funds under any low-income energy assistance program or weatherization program under the Economic Opportunity Act of 1964 or any other provision of law on the day before the date of the enactment of this Act, except that--

(A) the State shall, before giving such special consideration, determine that the agency involved meets program and fiscal requirements established by the State; and

(B) if there is no such agency because of any change in the assistance furnished to programs for economically disadvantaged persons, then the State shall give special consideration in the designation of local administrative agencies to any successor agency which is operated in substantially the same manner as the predecessor agency which did receive funds for the fiscal year preceding the fiscal year for which the determination is made;

(7) if the State chooses to pay home energy suppliers directly, establish procedures to --

(A) notify each participating household of the amount of assistance paid on its behalf;

(B) assure that the home energy supplier will charge the eligible household, in the normal billing process, the difference between the actual cost of the home energy and the amount of the payment made by the State under this title;

(C) assure that the home energy supplier will provide assurances that any agreement entered into with a home energy supplier under this paragraph will contain provisions to

assure that no household receiving assistance under this title will be treated adversely because of such assistance under applicable provisions of State law or public regulatory requirements; and

(D) ensure that the provision of vendored payments remains at the option of the State in consultation with local grantees and may be contingent on unregulated vendors taking appropriate measures to alleviate the energy burdens of eligible households, including providing for agreements between suppliers and individuals eligible for benefits under this Act that seek to reduce home energy costs, minimize the risks of home energy crisis, and encourage regular payments by individuals receiving financial assistance for home energy costs;

(8) provide assurances that,

(A) the State will not exclude households described in clause (2)(B) of this subsection from receiving home energy assistance benefits under clause (2), and

(B) the State will treat owners and renters equitably under the program assisted under this title;

(9) provide that--

(A) the State may use for planning and administering the use of funds under this title an amount not to exceed 10 percent of the funds payable to such State under this title for a fiscal year and not transferred pursuant to section 2604(f) for use under another block grant; and

(B) the State will pay from non-Federal sources the remaining costs of planning and administering the program assisted under this title and will not use Federal funds for such remaining cost (except for the costs of the activities described in paragraph (16));

(10) provide that such fiscal control and fund accounting procedures will be established as may be necessary to assure the proper disbursement of and accounting for Federal funds paid to the State under this title, including procedures for monitoring the assistance provided under this title, and provide that the State will comply with the provisions of chapter 75 of title 31, United States Code (commonly known as the "Single Audit Act");

(11) permit and cooperate with Federal investigations undertaken in accordance with section 2608;

(12) provide for timely and meaningful public participation in the development of the plan described in subsection (c);

(13) provide an opportunity for a fair administrative hearing to individuals whose claims for assistance under the plan described in subsection (c) are denied or are not acted upon with reasonable promptness; and

(14) cooperate with the Secretary with respect to data collecting and reporting under section 2610.

(15)* beginning in fiscal year 1992, provide, in addition to such services as may be offered by State Departments of Public Welfare at the local level, outreach and intake functions for crisis situations and heating and cooling assistance that is administered by additional State and local governmental entities or community-based organizations (such as community action agencies, area agencies on aging and not-for-profit neighborhood-based organizations), and in States where such organizations do not administer functions as of September 30, 1991, preference in awarding grants or contracts for intake services shall be provided to those agencies that administer the low-income weatherization or energy crisis intervention programs.

*** This assurance is applicable only to States, and to territories whose annual regular LIHEAP allotments exceed \$200,000. Territories with annual allotments of \$200,000 or less and Indian tribes/tribal organizations are not subject to Assurance 15.**

(16) use up to 5 percent of such funds, at its option, to provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance, including needs assessments, counseling, and assistance with energy vendors, and report to the Secretary concerning the impact of such activities on the number of households served, the level of direct benefits provided to those households, and the number of households that remain unserved.

Certification to the Assurances: As Chief Executive Officer, I agree to comply with the sixteen assurances contained in Title XXVI of the Omnibus Budget Reconciliation Act of 1981, as amended.* By signing these assurances, I also agree to abide by the standard assurances on lobbying, debarment and suspension, and a drug-free workplace.

Signature of the Tribal or Board Chairperson or Chief Executive Officer of the State or Territory.**

Signature: _____

Title: PRESIDENT, LHFA

Date: _____

*** Indian tribes/tribal organizations, and territories with annual regular LIHEAP allotments of \$200,000 or less, are not subject to assurance 15, and thus must only certify to 15 assurances.**

**** If a person other than the Chief Executive Officer of the State or territory, or Tribal Chairperson or Board Chairperson of a tribal organization, is signing the certification to the assurances, a letter must be submitted delegating such authority. (PLEASE ATTACH DELEGATION of AUTHORITY.) The delegation must include authority to sign the assurances, not just to administer the program.**

***** HHS needs the EIN (Entity Identification Number) of the State, territory or Tribal agency that is to receive the grant funds before it can issue the grant.**

In the above assurances which are quoted from the law, "State" means the 50 States, the District of Columbia, an Indian Tribe or Tribal Organization, or a Territory; "title" of the Act refers to Title XXVI of the Omnibus Budget Reconciliation Act of 1981 (OBRA), as amended, the "Low Income Home Energy Assistance Act"; "section" means Section 2605 of OBRA; and, "subsection" refers to Section 2605(b) of OBRA.

Modified LIHEAP FY 2009 Application

Please list all changes made from your most recent detailed plan.

| <u>Page</u> | <u>Subject</u> | <u>Modification</u> | | | | | | | | | | |
|--|---|---|--------------------------------|--------------------------------|-------------------------------|---------------------------------------|--|---------------------------------------|----------------------------|---|------------------------------------|---------------------------------|
| 7 | Statutory References | | | | | | | | | | | |
| | 2605(a) 2605(b)(1) | → Please check which components you will operate under the LIHEAP program. (Note: You must provide information for each component designated here as requested elsewhere in this plan.) | | | | | | | | | | |
| | (Use of Funds) | <table border="0"> <thead> <tr> <th></th> <th><u>Dates of Operation</u></th> </tr> </thead> <tbody> <tr> <td><u>X</u> heating assistance</td> <td>October 1, 2008 thru March 31, 2009</td> </tr> <tr> <td><u>X</u> cooling assistance</td> <td>April 1, 2009 thru September 30, 2009</td> </tr> <tr> <td><u>X</u> crisis assistance</td> <td>October 1, 2008 thru September 30, 2009</td> </tr> <tr> <td><u>X</u> weatherization assistance</td> <td>July 1, 2008 thru June 30, 2009</td> </tr> </tbody> </table> | | <u>Dates of Operation</u> | <u>X</u> heating assistance | October 1, 2008 thru March 31, 2009 | <u>X</u> cooling assistance | April 1, 2009 thru September 30, 2009 | <u>X</u> crisis assistance | October 1, 2008 thru September 30, 2009 | <u>X</u> weatherization assistance | July 1, 2008 thru June 30, 2009 |
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| <u>X</u> weatherization assistance | July 1, 2008 thru June 30, 2009 | | | | | | | | | | | |
| | 2605(c)(l)(C) | → Please estimate what amount of available LIHEAP funds will be used for each component that you will operate: The total of all percentages must add up to 100%. | | | | | | | | | | |
| | (Use of Funds) | <table border="0"> <tbody> <tr> <td><u>20</u> % heating assistance</td> </tr> <tr> <td><u>40</u> % cooling assistance</td> </tr> <tr> <td><u>10</u> % crisis assistance</td> </tr> <tr> <td><u>15</u> % weatherization assistance</td> </tr> <tr> <td><u> </u> % carryover to the following fiscal year</td> </tr> </tbody> </table> | <u>20</u> % heating assistance | <u>40</u> % cooling assistance | <u>10</u> % crisis assistance | <u>15</u> % weatherization assistance | <u> </u> % carryover to the following fiscal year | | | | | |
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| <u>15</u> % weatherization assistance | | | | | | | | | | | | |
| <u> </u> % carryover to the following fiscal year | | | | | | | | | | | | |
| | 2605(k)(1) | | | | | | | | | | | |
| | 2605(b)(9) | <u>10</u> % administrative and planning costs | | | | | | | | | | |
| | 2605(b)(16) | <u>5</u> % services to reduce home energy needs Including needs assessment (assurance 16) | | | | | | | | | | |
| | | <u> </u> % used to develop and implement leveraging activities (limited to the greater of 0.08% or \$35,000 for States, the greater of 2% or \$100 for territories, tribes and tribal organizations). | | | | | | | | | | |
| | | <u>100</u> TOTAL | | | | | | | | | | |