
Louisiana Housing Finance Agency



ENERGY ASSISTANCE

Darlene Okammor
Program Manager

March 17, 2010

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M E M O R A N D U M

To: Commissioner Katie Anderson
Commissioner Mayson Foster
Commissioner Elsenia Young
Commissioner Susan Sonnier

From: Darleen Okammor, Program Manager
Energy Assistance Department

Date: March 9, 2010

Re: Energy Assistance Program Committee

There will be an Energy Assistance Program Committee meeting, Wednesday, March 17, 2010 at 11:30 a.m. at Louisiana Housing Finance Agency, Committee Room 2, located at 2415 Quail Drive, Baton Rouge, LA.

The following topics will be discussed:

- Energy Programs Activity Summary
- LACAP Louisiana WAP Max Report
- The Proposed 2010 WAP State Plan

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

March 10, 2010

ENERGY ASSISTANCE COMMITTEE MEETING

A regular meeting of the Energy Assistance Committee to be held on Wednesday, **March 17, 2010, at 11:30 AM**, Louisiana Housing Finance Agency, **Committee Room 2**, 2415 Quail Drive, Baton Rouge, LA by order of the Chairman.

AGENDA

1. Call to order, roll call and introduction of guests.
2. Approval of minutes from the February 10, 2010 Committee Meeting.
3. Energy Programs **Activity Summary**.
4. **LACAP** Monthly Report for Louisiana **WAP Max**.
5. Review and discuss the **Proposed 2010 WAP State Plan**.
5. Other Business.
6. Adjournment.

Milton J. Bailey, LHFA President

If you require special services or accommodations, please contact Barry E. Brooks at (225) 763-8773 or via email bbrooks@lhfa.state.la.us

Pursuant to the provisions of LSA-R.S. 42:6.1, upon two-thirds vote of the members present, the Board of Commissioners of the Louisiana Housing Finance Agency may choose to enter Executive Session, and by this notice, the Agency reserves its right to go into Executive Session as provided by law.

Louisiana Housing Finance Agency
Energy Assistance Department
Wednesday, February 10, 2010
2415 Quail Drive
Committee Room 1
Baton Rouge, LA 70808
11:30 A.M.

Commissioners Present

Mayson H. Foster

Commissioners Absent

Tyrone A. Wilson
Susan Sonnier
Elsenia Young

Staff Present

Alesia Wilkins-Braxton
Keith Cummingham
James Droddy
Robyn Meschke
Loretta Wallace
Darleen Okammor
Bridget McGee
Carolyn McQuairter
Angela King

Others Present

See attached sign-in sheet

Commissioner Mayson Foster called the meeting to order at 11:37 a.m. The roll was called and the introduction of guests and staff followed. Commissioner Foster noted for the record that the January 19, 2010 minutes will not be approved because a quorum cannot be established.

Updates: Darleen Okammor, Energy Assistance Program Manager, gave a brief overview of the recent news and statistical report regarding the Low Income Home Energy Assistance Program (LIHEAP) and the Weatherization Assistance Program (WAP).

Ms. Okammor advised of the White House release of the 2011 physical year budget in which the administration is proposing a trigger provision in order to change the funding structure for the LIHEAP program. The guaranteed funding of the 5.1 billion dollars will be cut to 3.3 billion

dollars with a set aside of 2 billion dollars that will be released in the event of an Energy spike or an increase of the number of families in poverty.

LIHEAP National Advocates will continue to collect program data to provide to Congress. The Agency is also working on the release of the second 2010 LIHEAP allocation by the end of next week. The total amount to be contracted to the LACAP agency is 31.3 million.

Regarding the Weatherization Assistance Program, the regular program is almost complete. The Energy Department is now working on the 2010 State Plan which is due May 1st and LHFA is expected to receive 1.3 million dollars.

The program statistics for LIHEAP is currently 12 million dollars and the agencies have spent 53 % of that 12 million dollars in which 18,136 households have been served, 4,529 of that were new clients.

The Weatherization Program has allocated 3.6 million dollars to complete 346 units in which 329 have been completed.

Ms. Okammor concluded the statistical report with a brief overview of the expenditure totals.

Jane Killen, Executive Director, LACAP, gave an update of their expectations of the agencies in regards to their performance as noted in the Monthly Report for Louisiana WAP Max.

Mr. Keith Boeneke, with the Shaw Group, gave a brief summary report of the major elements of the monitoring reporting tasks with respects to Davis Bacon reporting, agency monitoring, physical controls, and the comprehensive annual physical monitoring events.

Commissioner Foster opened the floor to entertain questions and or comments.

There being no other business to discuss, Commissioner Anderson adjourned the meeting at 11:53 a.m.



LOUISIANA HOUSING FINANCE AGENCY

ENERGY ASSISTANCE COMMITTEE MEETING

WEDNESDAY, FEBRUARY 10, 2010 @ 11:30AM

Guest Sign-In Sheet

GUEST NAME

FIRM

PLEASE, PLEASE PRINT

- | | | |
|----|-------------------|--------------------------|
| 1. | B. Keith Boeneke | Shaw |
| 2. | Angela M. Herz | LHFA |
| 3. | Rayson Foster | Commissioner |
| 4. | Dale Hamm | LHFA |
| 5. | Sam Edmond | LHFA |
| 6. | Rebyn Muschke | LHFA |
| 7. | Dorothy D. Thomas | La Family Recovery Corps |
| 8. | Brad Kishan | LACAP |

ENERGY ASSISTANCE COMMITTEE MEETING
PLEASE PRINT CLEARLY

GUEST NAME

FIRM

9. Lyetta Wallace

ZHJA

10. Jan Keller

LACAP

11. Bob Baker

WAA

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

21. _____

Energy Programs Activity Summary

Through 02/28/2010

Prepared by: Darleen Okammor, Program Manager

Program Budget and Statistical Report:

Low Income Home Energy Assistance Program

Grantor: Department of Health and Human Services (DHHS) \$12,967,605

Type of Assistance (October 1, 2009- September 30, 2010)	Total Expenditures	Number of Households Assisted	Households with at least one member who is:			Denied	Number of New Clients
			60 Years or Older	Disabled	Age 5 or Under		
Heating (October – March)	\$8,366,869.97	19,664	7,164	8,392	3,857	115	4,405
Cooling (April - September)							
Year Round Crisis	\$912,089.67	3,602	467	1,244	1,145	21	1,524
Totals	\$9,278,959.64	23,266	7,631	9,636	5002	136	5929
Percentage of Total	72%		32.8 %	41.4%	21.5%	0.6%	25.5%

Weatherization Assistance Program

Grantor: Department of Energy (DOE) \$3,623,154 (346 Units)

Type of Assistance (July 2009 - June 30, 2010)	Total Expenditures	Units Weatherized	Households with at least one member who is:			Denied
			60 Years or Older	Disabled	Age 5 or Under	
DOE Production						
July 1 – February 28, 2010						
Totals	\$1,977,221.07	354	211	150	50	140
Percentage of Total	55%		59.6%	42.4%	14.1	39.5%

MONTHLY REPORT TO
LOUISIANA HOUSING FINANCE AGENCY (LHFA)
FROM
LOUISIANA ASSOCIATION OF COMMUNITY ACTION PARTNERSHIPS (LACAP)
IN ACCORDANCE WITH CONTRACT FOR PROFESSIONAL SERVICES
FOR THE ARRA WAP MAX
ADMINISTRATION REQUIREMENTS: EXPECTATION NUMBER 19
March, 2010

Expectation Number 19: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 19 which states that “Contractor shall present an in-person monthly overview of the progress of the administration and production of the Louisiana WAP MAX Plan to the Energy Assistance Committee of the Board of Commissioners each month. We have submitted the written report to LHFA on March, 2010.

Monthly Desk Reviews

Expectation Number 5: Contractor shall conduct monthly desk reviews of the Subgrantees using information in the HES database and reports, as requested by Contractor, of Subgrantees. Protocol for monitoring must be agreed upon by LHFA and Contractor. LACAP conducted a desk review for the month of January, 2010, for all Subgrantees.

One Month Failure to Produce

Expectation Number 6: For the month of January, 2010, there was one agency in this category: Terrebonne Parish Consolidated Government. This agency was counseled and has been monitored. Terrebonne has had reporting issues internally with its own accounting department and actually had completed units.

Two Month Failure to Produce

Expectation Number 6: For the month of January, 2010, there were two agencies that did not meet their production schedule: Jefferson CAP and East Baton Rouge OCD. They have been counseled and monitored.

Four Month Failure to Produce

Expectation Number 7: For the month of January, 2010, there were no agencies that fell into the four month failure to produce.

AGENCY NAME	OCTOBER PROJECTIONS	UNITS COMPLETED	NOVEMBER PROJECTIONS	UNITS COMPLETED	DECEMBER PROJECTIONS	UNITS COMPLETED	JANUARY PROJECTIONS	JANUARY COMPLETED
Allen Action Agency	1	1	1	2	2	2	2	2
Avoyelles CAA	2	0	2	4	3	8	4	6
East Baton Rouge	2	0	6	0	7	8	13	0
Caddo CAA	5	0	7	0	11	23	15	15
DeSoto OCS	6	0	7	1	8	6	11	25
Jefferson Parish CAP	2	0	7	9	9	4	15	4
Lafourche	0	0	3	2	3	3	3	4
LaSalle CAA	6	5	6	9	9	8	12	12
Quad Area CAA	7	3	7	13	9	11	14	14
SMILE CAA	7	0	7	11	9	19	13	23
St. John Parish DHHS	2	0	2	0	3	0	5	11
St. Landry Parish	2	3	2	7	3	5	4	4
St. Mary CAA	2	0	2	4	3	4	4	6
St. Tammany Parish	4	0	4	0	6	14	9	11
Terrebonne Parish	2	2	2	2	3	3	4	0
Total CAA	6	0	8	15	10	20	16	18
Vernon CAC	5	11	5	0	7	4	9	9
TOTAL	61	25	78	79	105	142	153	164
PERFORMANCE		40.99%		101.01%		135.24%		107%

As of January, 2010 - 103% (410 completed out of 397 projected) statewide.

Expectation Number 14: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 3 which states that "Contractor shall fully execute the training and technical assistance activities included in the state plan.... Contractor shall document all training by subgrantee, by individual trained, by training course and by certificate/ diploma. Contractor shall seek to maintain 60% attendance rates for the classes submitted in the submitted training schedule..."

CLASS	DATE	TRAINEES/ CERTIFICATIONS	TRAINING HOURS
H.E.S. New Hires	1.26.10	7/7	8
Basic Weatherization	1.5.10 – 1.7.10	13/13	24
Health & Safety	1.26.10 – 1.27.10	6/6	16
HVAC	1.28.10 – 1.29.10	5/5	16

COURSE DESCRIPTIONS:

NEW HIRE: New hires are given a basic understanding of the HES WAP system with Q & A sessions with LACAP staff, practical hands on activities and detailed demonstrations of modules.

BASIC WEATHERIZATION: This course is an introduction to weatherization for those who are new to the field and as a refresher for seasoned workers. We have had two classes and have trained 36 students.

HEALTH AND SAFETY: This course covers the wide range of health and safety concerns to the weatherization worker and to the home occupant in Louisiana, including how to address them in the field. We have had two classes and have trained 18 students.

HVAC: This course covers the wide range of appliances, diagnostic techniques, and weatherization measures involved in home heating, venting and cooling. Special attention will be paid to DOE WPNs and Louisiana specific HVAC considerations, such as cooling and sun control.

Expectation Number 18: Contractor shall provide a monthly inventory list of all vehicles, tools and equipment purchased with ARRA funds (10 CFR 440.18, WPN 09-1B) Contractor shall obtain all prior approvals as necessary for Equipment purchases in compliance with DOE and State rules and regulations. See attached.

Submitted By: Jon Phelps, on behalf of Jane Killen, Executive Director, LACAP

LACAP ARRA Master Inventory List 2/28/10

Agency	Description	Serial #	Source	Title	Cost	Acquisition Date	% of Federal Participation	Location	Use	Condition	Ultimate Disposition
Allen Action											
	1/2 Rev Spande Handle Drill	77028	ARRA	Allen	\$169.00	10/9/09	100%	Main	WAP	New	In Use
	Hitzchi 18V Cordless Drill Flashlight	300255	ARRA	Allen	\$159.00	10/9/09	100%	Main	WAP	New	In Use
	Fuji Digital Camera	7410148221	ARRA	Allen	\$169.00	10/12/09	100%	Main	WAP	New	In Use
	37" Tool Box	76174832752	ARRA	Allen	\$119.00	10/12/09	100%	Main	WAP	New	In Use
	Minneapolis Blower Door DG700	6600	ARRA	Allen	\$2,595.00	10/02/09	100%	Main	WAP	New	In Use
	HP Laptop	DV4-1444dx	ARRA	Allen	\$649.99	10/02/09	100%	Main	WAP	New	In Use
	12" Miter Saw	122210	ARRA	tools	\$ 299.00	11/30/2009	100%	main	WAP	New	In Use
	6 Gal Air Compressor w/gun	299318	ARRA	tools	\$ 189.00	11/30/2009	100%	main	WAP	New	In Use
	Circular Saw 7 1/4"	173026	ARRA	tools	\$ 129.00	11/30/2009	100%	main	WAP	New	In Use
	Krendal Insulation Machine Kit	40-0011	ARRA	Equipment	\$ 15,035.76	12/1/2009	100%	main	WAP	New	In Use
	Hitzchi 18V Cordless Drill Flashlight	300255	ARRA	Allen	\$159.00	10/9/09	100%	Main	WAP	New	In Use
	Fuji Digital Camera	7410148221	ARRA	Allen	\$169.00	10/12/09	100%	Main	WAP	New	In Use
	37" Tool Box	76174832752	ARRA	Allen	\$119.00	10/12/09	100%	Main	WAP	New	In Use
	Minneapolis Blower Door DG700	6600	ARRA	Allen	\$2,595.00	10/02/09	100%	Main	WAP	New	In Use
	HP Laptop	DV4-1444dx	ARRA	Allen	\$649.99	10/02/09	100%	Main	WAP	New	In Use
APAC											
	DEWALT SPADE HANDLE DRILL	847058	ARRA	APAC	\$169.00	11/19/09	100%	APAC	WAP	NEW	IN USE
	Minneapolis Blower Door DG700	5KCP39PG5727	ARRA	APAC	\$2,640.00	12/15/09	100%	APAC	WAP	New	
	DEWALT	964455	ARRA	APAC	\$299.00	02/08/10	100%	APAC	WAP	New	IN USE
Assumption PPJ											IN USE
Avoyelles											IN USE
	BACHARACH MONOXOR III	QN1118	ARRA/CONSERVATION S	APAC	\$720.00	1/28/10	100%	APAC	WAP	NEW	IN USE
Caddo CAA											IN USE
	FORD TRUCK	1FTNF2AY2AEA68535	ROUNDTREE	CCAA	23,600	12/29/2009		CADDO	WAP	NEW	IN USE
	CARGO FAN	1FTNE2ELOADA18854	ROUNDTREE	CCAA	18,759	12/29/2009		CADDO	WAP	NEW	IN USE
	BLOWER DOOR	21624-228077700	ARRA	CCAA	2,595.00	1/27/2010		CADDO	WAP	NEW	
	BLOWER DOOR	21625-228057700	ARRA	CCAA	2,595.00	1/27/2010		CADDO	WAP	NEW	IN USE
	BLOWER DOOR	21626-228067700	ARRA	CCAA	2,595.00	1/27/2010		CADDO	WAP	NEW	
	8 X 18 TRAILER		J & R PRODUCTS	CCAA	7,695.00	1/27/2010		CADDO	WAP	NEW	IN USE
	INFRARED	399010736	ARRA	CCAA	5,900.00	1/27/2010		CADDO	WAP	NEW	
	CAMERA										IN USE
	INSULATING	436	ARRA	CCAA	7,995.00	1/27/2010		CADDO	WAP	NEW	IN USE
	MACHINE										
	1,500 WATT		ARRA	CCAA	2,595.00	1/27/2010		CADDO	WAP	NEW	
	GENERATOR										in Use
	HOSE REEL		ARRA	CCAA	510	1/27/2010		CADDO	WAP	NEW	In Use
	WATTS UP PRO (4)		ARRA	CCAA	123.04	1/26/2010		CADDO	WAP	NEW	In Use
					EACH						In Use
DeSoto PPJ											in Use
	Minneapolis Blower Door	21287	ARRA	DPPJ-13	\$2,595.00	Dec-09	100%	DOCS	WAP	New	In Use
		21288	ARRA	DPPJ	\$2,595.00	Dec-09	100%	DOCS	WAP	New	

LACAP ARRA Master Inventory List 2/28/10

Agency	Description	Serial #	Source	Title	Cost	Acquisition Date	% of Federal Participation	Location	Use	Condition	Ultimate Disposition
		21289	ARRA	DPPJ	\$2,595.00	Dec-09	100%	DOCS	WAP	New	
		1FTMF1CWXA19134	ARRA	DPPJ	\$15,435.80	Dec-09	100%	DOCS	WAP	New	
	F150 Ford Truck	1FTMF1CW6AKA98415	ARRA	DPPJ	\$15,752.00	Dec-09	100%	DOCS	WAP	New	
	F250 Ford Truck	1FTSW20529EA99242	ARRA	DPPJ	\$21,269.00	Dec-09	100%	DOCS	WAP	New	
EBR Econ Dev											In Use
Jefferson CAP											In Use
Lafourche Parish											In Use
	DEWALT DRILL/18V	21000097	ARRA	LACAP	\$159.99	3/1/10	100%	LAFOURCHE	WAP	NEW	IN USE
	COATED BLUE COVERALLS		ARRA	LACAP	\$397.50	3/1/10	100%	LAFOURCHE	WAP	NEW	IN USE
	INSPECTOR KIT		ARRA	LACAP	\$175.00	3/1/10	100%	LAFOURCHE	WAP	NEW	IN USE
	GFCI TRIPLE TAP 12/3		ARRA	LACAP	\$119.00	3/4/10	100%	LAFOURCHE	WAP	NEW	IN USE
LaSalle CAA											In Use
Quad Area CAA											In Use
	3-Heat Finder Irsce necather	4226, 4225, 4227	ARRA	Quad Area	1,395.00 ea	11/25/09	N/A	Quad Area	WAP	New	IN USE
	1- 1500 watt generator	5695125	ARRA	Quad Area	\$2,299.00	11/25/09	N/A	Quad Area	WAP	New	IN USE
	17,500 watt generator	5706790	ARRA	Quad Area	2,599.00	11/25/09	N/A	Quad Area	WAP	New	IN USE
	17,500 watt generator	5706789	ARRA	Quad Area	2,599.00	11/25/09	N/A	Quad Area	WAP	New	IN USE
	INFRARED HEAT CAMERA	48280	ARRA	Quad Area	6720	11/25/09	100%	Quad Area	WAP	NEW	IN USE
	INFRARED HEAT CAMERA	48285	ARRA	Quad Area	6720	11/25/09	100%	Quad Area	WAP	NEW	IN USE
	CARGO TRAILER	1VK500H29910679232	ARRA	Quad Area	6056	2/2/10	100%	Quad Area	WAP	NEW	IN USE
	CARGO TRAILER	46VF101781117312	ARRA	Quad Area	6056	2/2/10	100%	Quad Area	WAP	NEW	IN USE
	CARGO TRAILER	IUK500H2991067923	ARRA	Quad Area	6056	2/2/10	100%	Quad Area	WAP	NEW	IN USE
	4X4 DODGE TRUCK	3OUT2CL2AG146266	ARRA	Quad Area	37023.35	2/2/10	100%	Quad Area	WAP	NEW	IN USE
	2X4 TRUCK	3D7TP2CLAG146058	ARRA	Quad Area	29749.45	2/2/10	100%	Quad Area	WAP	NEW	
	2X4 TRUCK	1FTSW20Y89EA75604	ARRA	Quad Area	29749.45	2/2/10	100%	Quad Area	WAP	NEW	
	KREDL INSULATION MACHINE	447	ARRA	Quad Area	7689.59	1/20/10	100%	Quad Area	WAP	NEW	
	COOL INSULATION	323	ARRA	Quad Area	7212.8	1/20/10	100%	Quad Area	WAP	NEW	
	MAKITA ROTARY CONCRETE		ARRA	Quad Area	349.99	2/26/10	100%	Quad Area	WAP	NEW	IN USE
St. Charles Parish											IN USE
St. James Parish											IN USE
St. John Parish											IN USE
St. Landry Parish											IN USE
	MINNEAPOLIS BLOWER DOOR W/ DG700CTL	5KCP39PG5727	ARRA	ST. LANDRY	\$2,595	1/25/10	100%	ST.LANDRY	WAP	NEW	IN USE
	MINNEAPOLIS BLOWER DOOR W/ DG700CTL	5KCP39PG5727	ARRA	ST. LANDRY	\$2,595	1/25/10	100%	ST.LANDRY	WAP	NEW	IN USE
	DIAGNOSTIC BACHARACH INFORMANT GAS D	19-7147QN1026	ARRA	ST. LANDRY	\$515	1/25/10	100%	ST.LANDRY	WAP	NEW	IN USE
	DIAGNOSTIC BACHARACH INFORMANT GAS D	19-7067QN1205	ARRA	ST. LANDRY	\$515	1/25/10	100%	ST.LANDRY	WAP	NEW	
	PRESSSURE PAN 12'X14"X4'	21983	ARRA	ST. LANDRY	\$140	1/25	100%	ST.LANDRY	WAP	NEW	
	PRESSSURE PAN 12'X14"X4'	21984	ARRA	ST. LANDRY	\$140	1/25	100%	ST.LANDRY	WAP	NEW	
	16 PACK LEAD DETECTORS		ARRA	ST. LANDRY	\$69	1/25/10	100%	ST.LANDRY	WAP	NEW	
	16 PACK LEAD DETECTORS		ARRA	ST. LANDRY	\$69	1/25/10	100%	ST.LANDRY	WAP	NEW	in use
SMILE Agency											in use
St. Mary				EA-14							IN USE

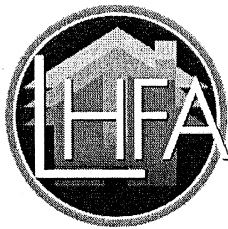
STATE OF LOUISIANA

2010 Weatherization Assistance Program

Proposed State Plan

Funding Opportunity Number: DE-FOA-000216

CFDA #81.042



*Louisiana Housing Finance Agency
2415 Quail Drive
Baton Rouge, Louisiana 70808
(225) 763-8700 • FAX (225) 763-8752
www.lhfa.state.la.us*

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- II.11 Miscellaneous
- II.12 Assurances and Certifications

PROGRAM BACKGROUND

Title IV, Energy Conservation and Production Act, as amended, authorizes the Department of Energy to administer the Low-Income Weatherization Assistance Program. Grant awards under this program shall comply with applicable law including regulations contained in 10 CFR 440 (issued February 1, 2002), and other procedures applicable to this regulation as DOE may periodically prescribe for administration of financial assistance.

On October 28, 2009, the President signed into law the Energy and Water Development and Related Agencies Appropriations Act, 2010, Public Law 111-85, which provides funding to the Weatherization Assistance Program for Fiscal year 2010 in the amount of \$210 million. **Louisiana is slated to receive an allocation of \$1,320,663.**

The purpose of the Weatherization Assistance Program (WAP) is to increase the energy efficiency of dwellings owned or occupied by low-income persons, reduce their total residential expenditures, and improve their health and safety. The priority population for the Weatherization Assistance Program includes persons who are particularly vulnerable such as the elderly, persons with disabilities, families with children, high residential energy users, and low-income households with high-energy burden. **The new adjusted average expenditure limit for PY 2010 under 10 CFR 444.18(a) is \$6500. The income eligibility level is 200 percent of the Poverty Income Guidelines.**

The Louisiana Housing Finance Agency's (LHFA) mission is to assure that every Louisiana resident is granted an opportunity to obtain safe, affordable, energy efficient housing. Considering that high energy costs could significantly influence the affordability of housing and often impacts the basic subsistence requirement of a household, LHFA is committed to helping decrease the energy burden for many low-income households.

The Annual 2010 Weatherization Assistance Program will continue to be implemented through a partnership between Louisiana Housing Finance Agency and the Louisiana Association of Community Action Partnerships (LACAP). LACAP will contract with local community action agencies and local governmental entities to deliver services to all sixty-four (64) parishes in Louisiana.

Application for Federal Assistance SF-424

Version 02

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	*Other (Specify) _____
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*3. Date Received:	4. Applicant Identifier:
--------------------	--------------------------

5a. Federal Entity Identifier:	*5b. Federal Award Identifier:
--------------------------------	--------------------------------

State Use Only:

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

8. APPLICANT INFORMATION:

*a. Legal Name: Louisiana Housing Finance Agency

*b. Employer/Taxpayer Identification Number (EIN/TIN): 72-6000800	*c. Organizational DUNS: 608539045
--	---------------------------------------

d. Address:

*Street 1: 2415 Quail Drive
Street 2: _____
*City: Baton Rouge
County: East Baton Rouge Parish
*State: Louisiana
Province: _____
*Country: USA: United States
*Zip / Postal Code 70808

e. Organizational Unit:

Department Name: Energy Assistance Department	Division Name:
--	----------------

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

Prefix: Ms. *First Name: Loretta
Middle Name: _____
*Last Name: Wallace
Suffix: _____
Title: Administrator

Organizational Affiliation:

*Telephone Number: 225-763-8700 Ext. 222	Fax Number: 225-763-8753
--	--------------------------

*Email: lwallace@lhfa.state.la.us

Application for Federal Assistance SF-424	Version 02
9. Type of Applicant 1: Select Applicant Type: A.State Government Type of Applicant 2: Select Applicant Type: Type of Applicant 3: Select Applicant Type: *Other (Specify)	
*10 Name of Federal Agency: U.S. Department of Energy / National Energy Technology Laboratory	
11. Catalog of Federal Domestic Assistance Number: 81.042 CFDA Title: Weatherization Assistance for Low Income Persons	
*12 Funding Opportunity Number: DE-FOA-0000216 *Title: Program Year 2010 Weatherization Formula Grants	
13. Competition Identification Number: Title:	
14. Areas Affected by Project (Cities, Counties, States, etc.): 64 Parishes of Louisiana	
*15. Descriptive Title of Applicant's Project: Weatherization Assistance Program	

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

Budget Information - Non Construction Programs

Section A - Budget Summary			Estimated Unobligated Funds		New or Revised Budget		Total (g)
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)		
1. DOE-WAP	81.042	\$2,968,622		\$1,340,633		\$4,309,255	
2.						\$0	
3.						\$0	
4.						\$0	
5. Totals		\$2,968,622	\$0	\$1,340,633	\$0	\$4,309,255	

Section B - Budget Categories					Grant Program, Function or Activity			Total (5)
6. Object Class Categories	(1)Grantee Administration	(2) Subgrantee Administration	(3) Grantee T&TA	(4) Subgrantee T&TA	Grant Program, Function or Activity			
					(5) Subgrantee Administration	(6) Subgrantee T&TA		
a. Personnel	\$16,764						\$16,764	
b. Fringe Benefits	\$4,526						\$4,526	
c. Travel			\$19,980				\$19,980	
d. Equipment							\$0	
e. Supplies							\$0	
f. Contractual	\$85,161		\$202,009		\$49,920		\$443,541	
g. Construction							\$0	
h. Other							\$0	
i. Total Direct Charges (sum of 6a-6h)	\$106,451		\$221,989		\$49,920		\$484,811	
j. Indirect Charges							\$0	
k. Totals (sum of 6i-6j)	\$106,451		\$221,989		\$49,920		\$484,811	
7. Program Income							\$0	

Applicant Name: Louisiana Housing Finance Agency

Award Number:

Amendment Number:

OMB Approval No. 0348-0044

Budget Information - Non Construction Programs

Section A - Budget Summary				Estimated Unobligated Funds		New or Revised Budget		Total (g)
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)			
1. DOE-WAP	81.042	\$2,968,622		\$1,340,633		\$4,309,255		
2.						\$0		
3.						\$0		
4.						\$0		
5. Totals		\$2,968,622	\$0	\$1,340,633	\$0	\$4,309,255		
Section B - Budget Categories								
Object Class Categories	Grant Program, Function or Activity				Total (5)			
	(1) Program Operation	(2) Health & Safety	(3) Liability Insurance	(4) Leveraging				
a. Personnel					\$16,764			
b. Fringe Benefits					\$4,526			
c. Travel					\$19,980			
d. Equipment					\$0			
e. Supplies					\$0			
f. Contractual	\$3,542,981		\$215,463	\$52,000	\$4,253,985			
g. Construction					\$0			
h. Other					\$0			
i. Total Direct Charges (sum of 6a-6h)	\$3,542,981	\$215,463	\$52,000	\$0	\$4,295,255			
j. Indirect Charges					\$0			
k. Totals (sum of 6i-6j)	\$3,542,981	\$215,463	\$52,000	\$0	\$4,295,255			
7. Program Income					\$0			

Applicant Name: Louisiana Housing Finance Agency

Award Number:

Amendment Number:

OMB Approval No. 0348-0044

Budget Information - Non Construction Programs

Section A - Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DOE-WAP	81.042	\$2,968,622		\$1,340,633		\$4,309,255
2.						\$0
3.						\$0
4.						\$0
5. Totals		\$2,968,622	\$0	\$1,340,633	\$0	\$4,309,255
Section B - Budget Categories						
Object Class Categories	Grant Program, Function or Activity				Total (5)	
	(1) Financial Audit	(2) Vehicles & Equipment	(3)	(4)		
a. Personnel					\$16,764	
b. Fringe Benefits					\$4,526	
c. Travel					\$19,980	
d. Equipment					\$0	
e. Supplies					\$0	
f. Contractual	\$14,000				\$4,267,985	
g. Construction					\$0	
h. Other					\$0	
i. Total Direct Charges (sum of 6a-6h)	\$14,000		\$0	\$0	\$4,309,255	
j. Indirect Charges					\$0	
k. Totals (sum of 6i-6j)	\$14,000		\$0	\$0	\$4,309,255	
7. Program Income					\$0	

SF-424A (Rev. 4-92)
Prescribed by OMB Circular A-102

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**U.S. DEPARTMENT OF ENERGY
PROJECT MANAGEMENT CENTER**



**BUDGET EXPLANATION AND OTHER REQUIREMENTS FOR
FINANCIAL ASSISTANCE AWARDS TO
STATE AND LOCAL GOVERNMENTS**

Applicant: Louisiana Housing Finance Agency Budget Period – From: 7/1/2010 To: 6/30/2011
Award/Proposal Number: _____ Amendment Number: _____

INFORMATION REQUESTED ON THIS FORM MAY BE PROVIDED IN THE
RECIPIENT’S FORMAT OR INCLUDED ON THIS FORM.

THE BUDGET MUST INCLUDE TOTAL PROJECT COSTS [DOE REQUESTED FUNDS PLUS APPLICANT AND THIRD PARTY PARTICIPANT (TEAM MEMBER(S)) COST SHARE AMOUNT]. The purpose of this form is to explain and justify all project costs identified on the SF 424A, including Federal (DOE), Non-Federal (State/Applicant), and all cost share amounts, such as third party cost share and third party in-kind match. Applicants should fill out one PMC 140.2 form and include details on all SF424A budget items that would be expended and recorded through their budget office or be directly attributed to their organization through in-kind services. In addition, each sub-participant should fill out one PMC 140.2 or PMC 123.1, as appropriate, that includes details on all SF424A budget items that would be expended and recorded through their budget offices or be directly attributed to their organization through in-kind services.

1. BUDGET INFORMATION

LIST ONLY THE APPLICANT’S PORTION OF COSTS IN ALL SECTIONS EXCEPT FOR SECTION 1.f., WHICH SHOULD INCLUDE ALL COSTS FROM OTHER (NON-APPLICANT RECIPIENT) PERSONNEL

- a. PERSONNEL** - List costs solely for employees of the Applicant. All other Participant (third party) personnel costs must be included under the Contractual (Item 1.f. below and on form SF424A, Section B, line 6.f. Contractual)

Identify positions to be supported under the proposed award. Key personnel should be identified by title. All other personnel should be identified either by title or a group category. State the amounts of time (i.e., hours) to be expended, the composite base pay rate, total direct personnel compensation and identify the rate basis (e.g., labor distribution report, technical estimate, state civil service rates, etc.).

<u>Position</u>	<u>Description of Duties</u>
Program Manager	Overall management of the Statewide WAP, budgetary matters, policymaking, and preparation of federal reports, grant application, and supervises staff. Also, serves as the liaison to federal oversight.
Program Compliance Specialists	Assist in policy making, preparation of federal reports. Review and audit request for payments and tracking expenditures. Monitor and provide technical and training assistance to providers.

Direct Personnel Compensation:

<u>Title/Group</u>	<u>Time</u>	X	<u>Salary</u>	=	<u>(Total Compensation)</u>	<u>Rate Basis</u>
Okammor, Program Manager	9.82664%		\$74,772		\$7,348	Civil Service
McQuairter, Compliance Spec.3	9.82664%		\$59,155		\$5,813	Civil Service
King, Compliance Spec.2	9.82664%		\$36,670		<u>\$3,603</u>	Civil Service
TOTAL					\$16,764	

b. **FRINGE BENEFITS** - A Federal Fringe Benefit Rate Agreement or proposal is required. A Sample Rate Proposal is available on <https://www.eere-pmc.energy.gov/forms.asp>. Please check one of the boxes below.

- An approved Federal fringe benefit rate agreement has been previously submitted to DOE.
- An approved Federal Fringe Benefit rate agreement is in effect or pending and has not previously been submitted to DOE. A copy is attached which identifies the Federal agency point of contact.
- A current Federal fringe rate agreement is not in effect or pending. Attached is a rate proposal which includes the following:
 - a. A list of the current total yearly benefit accounts and costs that comprises total fringe benefits.
 - b. An explanation of the base used and the amount applied to develop the fringe rate.

Fringe benefits consist of group life insurance, medical insurance, dental insurance, Medicare and retirement, approximately at a 27% rate of salary.

<u>Position</u>	<u>Direct Pay</u>	<u>Rate</u>	<u>Benefits</u>
Program Manager	\$7,348	27%	\$1,984
Compliance Spec. 3	\$5,813	27%	\$1,569
Compliance Spec. 2	\$3,603	27%	<u>\$973</u>
TOTAL			\$4,526

c. **TRAVEL** - Identify total Foreign and Domestic Travel as separate items.

1. Are travel costs governed by organizational travel policies? Yes No
If no, provide basis for estimating costs.

2. For all travel provide information below. (Example: conferences, DOE sponsored meetings, project mgmt, etc.)

<u>Purpose of Travel</u>	<u>Estimated No. of Trips</u>	<u>Estimated Cost Per Trip</u>	<u>Total</u>
Annual NASCSP Conference	3	\$1,765	\$5,295
National Energy & Utility Affordability Conf.	3	\$2,075	\$6,225
In-State Travel – Monitoring	6	\$1,410	<u>\$8,460</u>
TOTAL			\$19,980

d. **EQUIPMENT** - Generally defined as an item with an acquisition cost excess of \$5,000 and a useful life expectancy of more than one year. Further definitions can be found at

http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr600_00.html. List the proposed equipment below and briefly justify its need as it applies to the Statement of Objectives.

<u>Equipment Item</u>	<u>Est. Unit Cost</u>	<u>Number of Units</u>	<u>Basis of Cost</u>	<u>Justification of Need</u>
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- e. **SUPPLIES** - Generally defined is an item with an acquisition cost of \$5,000 or less and a useful life expectancy of less than one year. Further definitions can be found at http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr600_00.html. Provide the information below for supplies that total \$25,000 or are greater than 20% of total costs for the project, whichever is less. (Basis of cost -- vendor quotes, prior purchases of similar or like items, published price list, etc.).

<u>General Category of Supplies</u>	<u>Cost</u>	<u>Basis of Cost</u>	<u>Justification of Need</u>
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- f. **CONTRACTUAL** - Section 600.236 sets forth standards for use by recipients in establishing procedures for the procurement of supplies and other expendable property, equipment, real property and other services with Federal funds.

List all Participant [subcontract(s), sub-grant(s), and consultant(s)] costs including their cost share. Do not list vendors that provide goods and services. Go to the following website for further information:
http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr600_00.html

<u>Participant Name</u>	<u>Total Cost</u>	<u>Basis for Cost*</u>
Louisiana Association For Community Action Partnerships	\$287,170	Oversee day-to-day operations of WAP (Includes Grantee Administration and Grantee T/TA)
Twenty (20) Subgrantees (Listed in Annual File, Sec. II.3)	\$3,980,815	Includes Subgrantee Administration, Subgrantee T/TA, Program Operations, Health and Safety, Liability Insurance and Financial Audit.
Contracts and Subgrants Total	\$4,267,985	

- a. For each Participant with a total estimated cost (including cost share) of \$100,000 or more, or 50% of total costs (whichever is less), provide (i) a Statement of Work, (ii) a SF424A Federal Assistance Budget Information, and (iii) either a completed PMC 140.2, PMC 123.1, or a cost proposal that includes the same information.
- b. Provide a sole source justification for any Participant not competitively selected with estimated project costs over \$100,000.
- c. For support for which a Participant has not been identified, provide a scope of work and basis of cost estimate.
- g. **CONSTRUCTION** - Construction, for the purpose of budgeting, means all types of work done on a particular building, including erecting, altering, or remodeling.

1. Identify the proposed construction costs, identifying the Participant to perform the construction.

<u>Participant Name</u>	<u>Total Cost</u>	<u>Cost Share</u>	<u>Short Work Description</u>
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2. For each selected participant, provide (i) a Statement of Objectives, (ii) either a cost proposal or a completed PMC 140.2 or PMC 123.1 and (iii) a SF424A Federal Assistance Budget Information.

3. Provide a sole source justification for any Participant not competitively selected with estimated project costs over \$100,000.

4. For support for which a Participant has not been selected, provide a scope of work and basis of cost estimate.

h. OTHER DIRECT COSTS - Other direct costs are items that cannot be properly included in the above categories.

Provide the information below for other direct costs that total \$25,000 or are greater than 20% of total costs for the project, whichever is less. (Basis of cost -- vendor quotes, prior purchases of similar or like items, published price list, etc.).

<u>General Description</u>	<u>Cost</u>	<u>Basis of Cost</u>	<u>Justification of Need</u>
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i. INDIRECT COSTS - A Federal Indirect Rate Agreement or proposal is required. A Sample Rate Proposal, is available on <https://www.eere-pmc.energy.gov/forms.asp>. Please check one of the boxes below.

- An approved Federal approved indirect cost rate agreement has been submitted to the awarding office.
- An approved Federal indirect cost rate agreement is in effect or pending and has not previously been submitted to DOE. A copy is attached which identifies the Federal agency point of contact.
- A current Federal approved indirect cost rate agreement is not in effect or pending. An indirect cost rate proposal is attached which includes the following:

List the accounts and amounts that comprise the total direct and indirect costs.

- a. Explain each base used and amount applied to develop each indirect rate per pool.
- b. Calculate the Indirect Rate(s) and enter the total amount in Section B, line 6.j. Indirect Charges on Form SF424A.

2. ADDITIONAL INFORMATION

a. COST SHARE

1. Identify the amount of cost sharing proposed by the Applicant and each Participant and the total amount as a percent of the total cost of the project. Cost sharing from other Federal sources cannot be counted as non-Federal Recipient contributions, unless specifically allowed in the solicitation. Formula grant funding may not be used to satisfy cost share requirements. Non-Federal sources include private, state or local Government, or any sources that were not originally derived from Federal funds.

<u>Organization</u>	<u>Item</u>	<u>Amount</u>	<u>Type (cash, in-kind, etc.)</u>
Total Project Cost: \$	Cost Share	\$	Cost Share Percent: %
	Amount:		

2. For each cost share contribution identified as an in-kind contribution, please describe how the value of the in-kind contribution was derived.

b. RIGHTS IN APPLICATION DATA

It is DOE policy for a grant award based on a proposal that, in consideration of the award, the Government shall obtain unlimited rights in the technical data contained in the proposal unless the Applicant marks those portions of the technical information which he asserts as "proprietary data" or specifies those portions of such technical data which are not directly related to or will not be utilized in the work to be funded under the award. Accordingly, please indicate:

- No restrictions on Government rights in the proposal technical data; or
- The following identified technical data is proprietary or is not directly related to or will not be utilized in the work to be funded under the award:

c. **IDENTIFICATION OF TECHNICAL DATA WHICH IS PROPRIETARY**

The Rights in Technical Data clause proposed to be used for this award may not permit the utilization of proprietary data in the performance of this award or, if the use of proprietary data is permitted, may not be adequate to meet programmatic requirements. Use of data which is proprietary may prevent you from meeting the data requirements of the award (including delivery of data). Your attention is particularly drawn to the use of Applicant's PROPRIETARY LICENSED COMPUTER SOFTWARE.

Please indicate that you have reviewed the requirements in the technical scope of work and to the best of your knowledge:

- No proprietary data will be utilized in the performance of this award.
- Proprietary data as follows will be utilized in the performance of this award:
- Applicant PROPRIETARY LICENSED COMPUTER SOFTWARE will NOT be utilized in the performance of this award.
- Applicant PROPRIETARY LICENSED COMPUTER SOFTWARE as follows will be utilized in the performance of this award:

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET

Grant #: **Amendment:** **State:** LOUISIANA **Program Year:** 2010
Budget Period: 7/1/2010 – 6/30/2011

II.3 Subgrantees

Grantee	City	Tentative	
		Funding	Units
Allen Action Agency, Inc.	Oberlin	26,884.31	3
Avoyelles Progress Action Committee, Inc.	Marksville	102,235.84	14
Caddo Community Action Agency, Inc.	Shreveport	390,558.29	53
City of Baton Rouge, Parish of East Baton Rouge	Baton Rouge	334,433.29	47
DeSoto Parish Police Jury Office of Community Services	Mansfield	307,410.78	40
Jefferson Parish Dept. of Community Action Programs	Harahan	394,938.89	55
Lafourche Parish Council Community Action Agency	Raceland	81,845.58	11
LaSalle Community Action Association, Inc.	Harrisonburg	316,338.17	45
Quad Area Community Action Agency, Inc.	Hammond	352,701.63	49
St. John Parish Department of Human Resources	Reserve	112,379.50	15
St. Landry Parish Community Action Agency	Opelousas	91,931.38	12
St. Martin, Iberia, Lafayette Community Action Agency	Lafayette	348,227.82	48
St. Mary Community Action Committee Association	Franklin	107,190.24	14
St. Tammany Parish Community Action Agency	Slidell	236,920.36	33
Terrebonne Parish Consolidated Government	Houma	96,490.44	13
Total Community Action, Inc.	New Orleans	435,306.21	60
Vernon Community Action	Leesville	245,022.23	33
TOTALS		3,980,814.94	545

II.4 Production Schedule

Total Units (Excluding reweatherized)	545
Units by type (excluding Reworkerized)	
Owner-occupied single-family site built	
Single-family rental site-built	
Multi-family	
Owner-occupied mobile home	
Renter-occupied mobile home	
Shelter	
Units by occupancy:	
Elderly	
Persons with disabilities	
Native American	
Children	
High residential energy user	
Household with a high energy burden	
Other unit types:	
.....	
Reworkerized Units	0

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET

Grant #: Amendment: State: LOUISIANA Program Year: 2010
 Budget Period: 7/1/2010 – 6/30/2011

Average Unit Costs, including Reweatherization, subject to DOE Program Rules	
VEHICLES & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)	
A Total Vehicles & Equipment (\$5,000 or more) Budget	
B Units Weatherized	545
C Units Reweatherized	0
D Total Dwelling Units to be Weatherized and Reweatherized (B+C)	545
E Average Vehicle & Equipment Acquisition Cost per Unit (A divided by D)	0
AVERAGE COST PER DWELLING UNIT (DOE RULES)	
F Total Funds for Program Operations**	\$3,542,981
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)	545
H Average Program Operations Cost per Unit (F divided by G)	\$6,500
I Average Vehicle & Equipment Acquisition Cost per Unit (from line E)	0
J Total Average Cost per Dwelling (H plus I)	\$6,500

II.5 Energy Savings

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

Estimated energy savings (Mbtus): 16,623 (MBtu)

Estimated prior year savings: 10,553 Actual:

If variance is large, explain.

II.6 Training, Technical Assistance and Monitoring Activities

The Louisiana Weatherization Assistance Program subgrantees received all of the trainings detailed in last year's state plan for the 2009 Program Year. Significant progress has been made in the areas of equipment needs and hot climate issues. Lead Safe Weatherization training with emphasis on the new protocols for the EPA Lead Safe Renovator guidance was also performed by LACAP.

LACAP is operating a training center in the Industriplex section of Baton Rouge as a comprehensive weatherization training facility. This building is outfitted with all the necessary modules needed to be a fully functional and DOE approved training facility. There is adequate space for hands-on training and the facility has two mobile homes for training as well. This training center will assist in creating a capable workforce necessary to carry out the bold vision our current administration has for weatherization in the years to come. The new training center has a wide range of training tools and modules as well as the most current and applicable core curricula. The basic training center set-up includes custom diagnostic cabins for air leakage, attic prep trainers, insulation house, side wall insulation, pressure lab, mechanical systems & combustion safety, electrical loads and appliances, health & safety, lead-safe weatherization, mobile home and basic weatherization. Customized weatherization curricula that are Louisiana specific and linked to state standards will be developed. These curricula will cover seven separate units of study and will be connected to the effort nationally to create standardized core competencies.

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET**Grant #:** **Amendment:** **State:** LOUISIANA **Program Year:** 2010**Budget Period:** 7/1/2010 – 6/30/2011**Technical Assistance and Training***Program Overview:*

The Louisiana Association of Community Action Partnerships, Inc. (LACAP) proposes to deliver training services to weatherization agencies serving all 64 Louisiana parishes and to any other interested contractors. LACAP will provide comprehensive weatherization training including training for crews as well as for contractors. LACAP will also provide training for trainers in order to build the capacity needs across the state of Louisiana. This approach will make optimal use of existing resources in the state and will employ Louisiana residents. This will also increase the number of new jobs created and sustained as part of the American Reinvestment and Recovery Act. The LACAP Weatherization Training Center is modeled after the best centers in the country and custom tailored to the needs of Louisiana weatherization agencies. The LACAP Weatherization Training Center will use curricula and training materials designed specifically for the Louisiana Weatherization Program. The curricula and materials meet the specific and unique needs for weatherization training in Louisiana. The training center is a comprehensive initiative that will provide for the training needs and services for years to come in Louisiana. LACAP will utilize the Training & Technical Assistance funding to make the optimal use of the LACAP Weatherization Training Center for the continued benefit of the entire state of Louisiana. Funding will be used for trainers, staffing, technical services, additional equipment and other costs associated with delivering comprehensive weatherization training to all weatherization providers and to all parishes in Louisiana.

The LACAP weatherization training center immediately meets the objective of the U.S. Department of Energy Weatherization Assistance Program to develop a nationwide network of training centers, trainers and optimized training. LACAP is prepared to immediately deliver training services in accordance with state standards, DOE directives and to work closely with LHFA, DOE and private contractors to deliver a superior weatherization training component for the state of Louisiana. LACAP has the capacity to train hundreds of new people each year with a full 144-hour training course and to train in relevant and needed components of weatherization. LACAP is prepared to train up to 100 people at a time, to offer classroom training, specialized field training and to provide training for administrative personnel. LACAP will offer smaller units of training as needed since the full 144 hour training is not needed by all workers.

The more sophisticated the needs of the trainee will determine the level of training hours needed. For example, an entry-level weatherization installer may only be required to receive 30 hours of training. Training will be planned, coordinated, publicized in the local agencies and will be scheduled in a way that makes the trainings accessible for all agencies.

Organizational Capacity:

LACAP has the long-term commitment and capacity to fulfill the training needs in Louisiana. LACAP's direct connection to the local agencies, the capable staff and the long-term relationship with the U.S. Department of Energy enable LACAP to deliver a superior training program. LACAP has provided weatherization specific trainings over the previous three program years that have significantly improved work quality and efficiency. Hot Climate trainings held in the fall of 2008 for the entire network of community action agencies and several contractors were performed by nationally recognized trainers, Anthony Cox, Alex Moore and John Langford. Equipment needs were immediately recognized by LACAP. A strategic effort to provide agencies with new, standardized weatherization tools commenced in the spring of 2008. Weatherization specific equipment and supplies were also provided to the network.

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET

Grant #: **Amendment:** **State:** LOUISIANA **Program Year:** 2010
Budget Period: 7/1/2010 – 6/30/2011

Trucks, vans, equipment trailers, tablet computers as well as other specialized tools of the trade were provided. By June of 2010 the fully operational LACAP training center will have trained over 500 students with over 5,600 hours of Weatherization training. The classes included , basic weatherization, health & safety, insulation, building envelope, HVAC, electric base-load, mobile home, auditor / assessor, infrared camera and EPA lead renovator classes.

Facilities:

LACAP has a 17,000 square foot training center located at 11637 Industriplex Boulevard, Baton Rouge, LA. The LACAP Training Center was the only new weatherization training center to open in the United States in 2009. LACAP, by the development of this training center, is positioned as the leader in the nation regarding weatherization training centers. The LACAP state-of-the-art training center is specifically equipped to provide hands-on, field based trainings critical to the learning process. Within this experience-based training methodology, students will form an integrated understanding of the necessary weatherization skills through a simplified, direct approach that is the hallmark of the LACAP Training Center. The LACAP Weatherization Training Center will feature the following hands-on learning labs:

The hands-on labs will facilitate knowledge based learning and training that reflects the needs of the field personnel.

- Mechanical system lab (HVAC) including gas appliances
- Electric lab with refrigerators, lighting and electric appliances
- Health and safety lab for carbon monoxide, lead and asbestos
- Wall insulation lab
- Attic insulation lab
- Pressure Diagnostics Lab
- Two Mobile Homes

*Components of the hands on learning labs:*Pressure Diagnostics Lab

- Pressure diagnostics house
- Blower door
- Duct blaster
- Pressure gauges and software
- Framed door for blower door practice setup
- Mobile home duct sealing setup
- Pressure pans
- Tape, foam, mastic and associated tools and materials

Insulation Lab

- On-site attic mockup with venting, lights, knob and tube wiring
(Approximately 12ft by 12ft)
- IR and non-IR can lights
- On site wall mockup with siding and site view panel with port to remove insulation and see wall blow
- Infrared camera
- Insulation blowing machine

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET**Grant #:** **Amendment:** **State:** LOUISIANA **Program Year:** 2010**Budget Period:** 7/1/2010 – 6/30/2011

- R-sticks
- Drills and saws
- Plugs
- Blowing hoses and tubes
- Borescopes

Combustion Appliances Lab

- Gas and electric water heaters
- Water heater insulation
- Standard forced air furnace
- Gas range
- 90+ forced air furnace
- Freestanding vented heater
- Un-vented heater
- 6 Monoxor III
- 6 Fyrite Pro Combustion analyzer
- 6 Gas leak detector
- Home carbon monoxide detector
- Gas meter for clocking meter
- Hand tools
- Printer and paper
- Furnace burners, switches and components
- Heat exchanger demonstration

Electric and Appliance Lab

- 1 old model refrigerator
- 1 new refrigerator
- 6 milliamp meters
- 4 Power cost monitors
- 6 Clamp on electric meters
- Window air conditioner mounted in free standing window unit
- Circuit classroom testers
- Compact fluorescent lighting
- Incandescent lighting
- Halogen lighting

DOE Health and Safety Lab

- Wall and ceiling setup with window and door
- Zip rods
- 2 and 6 mil plastic
- Lead check kits
- P-100 respirators
- Goggles
- Drill shroud samples and demonstration
- Lead samples
- Vermiculite samples
- Auditing moisture meters for mold

(08/05)

WEATHERIZATION ANNUAL FILE WORKSHEET

Grant #: **Amendment:** **State:** LOUISIANA **Program Year:** 2010
Budget Period: 7/1/2010 – 6/30/2011

- Personal protective equipment
- Tack pads
- Zip doors purchased
- Zip door site built

Basic Weatherization Lab

- Fiberglass insulation loose fill
- Fiberglass batt insulation (two widths)
- Extruded polystyrene insulation
- Expanded polystyrene insulation

Cellulose insulation

- Spray foam insulation
- Wall section un-insulated
- Wall section insulated improperly
- Wall section insulated properly
- Comparison of cellulose and fiberglass demonstration

Pressure Lab

- pressure diagnostic
- positive and negative draft
- up flow furnace
- vented space heater
- bath exhaust fan
- combustion zone
- fireplace
- dryer
- theatrical smoke machine
- water heater

Computer Lab:

The LACAP Weatherization Training Center features a 20-seat computer lab that will offer computer training for administrative and program staff in the weatherization program. This lab will also meet the national objective of providing multi-use facilities that can be used by other programs and agencies. The U.S. Department of Energy has contracted Simonson Management Services to assist in developing a new training tool utilizing the LACAP training facility and its computer lab. LACAP has made its facility available for assistance in testing this new software under development.

Delivery:

LACAP has structure key elements of training through a combination classroom and hands-on format that presents material in an easy to understand way. LACAP has a contract in place to update curricula designed to facilitate fast, efficient and thorough mastery of job skills. Training curricula will account for the climate, the state standards, best practices and national standardization. The use of custom curricula, the best training materials, a simplified approach and hands on learning labs will create the synergy

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needed to train weatherization workers, auditors, inspectors, contractors and administrative personnel in the best and most efficient way.

LACAP will offer seven core training units:

1. Basics of Weatherization
2. Health and Safety
3. Insulation
4. Pressure Diagnostics and Building Envelope
5. Electric Loads
6. Mobile Homes
7. Heating and Cooling Systems

LACAP will offer extra specialized training on:

1. Auditor / Assessor
2. Infrared Camera
3. EPA Lead Renovator

LACAP will offer certifications that are consistent with national and regional efforts at standardization. The core curricula will comprise 144 hours of annual, rigorous training, based on the pedagogical concepts of Why, How and Hands-On Practice. The full course will provide the basic training needed to deliver the complete scope of weatherization services in Louisiana. Obviously, some contractors and even some field personnel will not be required to attend all of these sessions. However, the full training will be available for those who need this depth of training.

Train the Trainers

LACAP sees that it is imperative that a weatherization training program have a functional training facility, curricula that address the needs of those being trained and well planned, strategically scheduled trainings that correlate with local agency new hires. The LACAP training center will provide this. LACAP also sees that trainers must be quickly trained in order to build the capacity needed to meet the training needs of the state of Louisiana. LACAP has a program in place to provide training for trainers. The LACAP Weatherization Training Center will meet the need for advanced trainings to challenge seasoned workers. Finally, critical to the success of the entire program is the trainers themselves. Trainers must be skilled in their field and have the ability to effectively convey knowledge to the students. LACAP will fully meet the training needs of the weatherization program in Louisiana. LACAP has designed a comprehensive training plan and supporting materials based on the needs of Louisiana. A comprehensive training calendar will be published and will be directly related to the needs of the local community action agencies. Every twelve months or so a detailed evaluation will be performed by the LACAP staff with help from its contractor to ensure the curriculum continues to meet the needs of the state.

Train Statewide with Circuit Riders

LACAP will establish two mobile training units that will be used to conduct field trainings. The use of a circuit rider approach is the best method to conduct local hands-on training. A circuit rider will travel to individual agencies to provide field based training and to assist with skills that need to be developed in order to effectively deliver the weatherization program. This will provide a systemized approach to

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provide individual and small group field training throughout the state. Weatherization circuit riders will be trained and equipped to provide the best service on a localized basis.

Retrain Building Contractors

LACAP will re-train qualified local building contractors and building trades people to be weatherization providers. By doing this, we will reduce unemployment while putting to work some of the most qualified local resources. It is a natural fit to retrain construction workers and trades people in weatherization in that they already have the necessary basic skills and valuable trade experience. LACAP is already working with building groups around the state and is creating interest and the opportunity for construction contractors to participate in the weatherization program. A fee schedule will be instituted for parties that are for-profit entities.

Project Coordination Process

The LACAP Weatherization Training center is currently fully operational. The training curricula will be constantly evaluated and updated as necessary to complete the objectives of weatherization. Circuit riders, "Train the Trainers" courses and special contract trainings have already begun in 2010. The goal is to establish a leading weatherization training center that will meet the needs of the Louisiana weatherization program and those of the region and the nation. And, to do so quickly and effectively so weatherization workers can be trained and placed into positions within the program. LACAP is fully prepared with a plan, an established training center, the training curricula, the tools and the people to bring the best training to the weatherization program in the state of Louisiana.

Monitoring Activities

The new monitoring tool and guide were implemented for use during the 2009 Program Year. The focus of the monitoring instrument is to reduce the paperwork load and place more emphasis on energy saving techniques through the DOE approved Priority Lists.

All agencies will be monitored by LACAP at least annually in accordance with DOE regulations. As in the previous program year, Training & Technical Assistance visits will augment the monitoring effort and assist in identifying areas of concern and areas of weatherization that need added emphasis in training.

Tentative Monitoring Visits:

Agency Name	Tentative Date
1. Allen Action Agency	December, 2010
2. Avoyelles Progress Action Committee, Inc.	October, 2010
3. Caddo Community Action Agency	September, 2010
4. DeSoto Parish Police Jury – OCS	September, 2010
5. East Baton Rouge Parish – OCD	February, 2011
6. Jefferson CAP	April, 2011
7. Lafourche Parish Council – OCA	May, 2011
8. LaSalle Community Action Association, Inc.	October, 2010
9. QUAD Area Community Action Agency, Inc.	January, 2011
10. St. John Parish - DHR	March 2011
11. St. Landry Parish Dept. of Human Resources	January, 2011

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12. SMILE Community Action Agency	May, 2011
13. St. Mary Community Action Agency	April, 2011
14. St. Tammany Parish Community Action Agency	November, 2010
15. Terrebonne Parish Consolidated Government	February, 2011
16. Total Community Action, Inc.	April, 2011
17. Vernon Community Action Council	March, 2011

LHFA Monitoring Activities

LHFA will conduct comprehensive quarterly on-site monitoring reviews of LACAP to determine their effectiveness and management of Louisiana Annual WAP, as well as, the ARRA-WAP. The monitoring assessment framework will include; general administration, program management systems, financial management systems, service delivery systems, technical and field applications, procurement, and property control systems. The reviews will also include a sampling of the subgrantees.

II.7 DOE-Funded Leveraging Activities

Louisiana Housing Finance Agency does not plan to use DOE funds to conduct leveraging activities.

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II.8 Policy Advisory Council Members and Energy Committee (names, groups, agencies)

		Represents:
Daryl Blacher	AARP Louisiana State Office	Elderly
Cathy Herren	Entergy Louisiana	Utility
Karl Weber	ATMOS Energy	Utility
Roxane Barnes	CLECO Power LLC	Utility
Karen Marchand	Children Advocacy Center of Baton Rouge	Children
Phil Hoffman	La. Home Builders Association	Contractors/Labor
Deonne Bailey	Resources for Independent Living	Disabled

II.9 State Plan Hearings (send notes, minutes, or transcript to the Regional Office)

Hearing Date:	Newspapers that publicized the hearings and the dates the notice ran.

II.10 Adjustments to On-File Information

No adjustments are necessary to the On-File information for PY 2010.

II.11 Miscellaneous

Funding: The total DOE funding for PY 2010 includes:

PY 2008 Carryover:	
Petroleum Violation Escrow (PVE)	\$2,180,233.78
Annual PY 2008	\$488,388.41
PY 2009 Estimated Carryover	\$300,000.00
PY 2010 Allocation	<u>\$1,340,633.00</u>
 Total PY 2010 funding:	 \$4,309,255.19

The average expenditure limit to weatherize a home is \$6500.

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Grant #: _____ Amendment: _____ State: Louisiana Program Year: 2010

Name: Allen Action Agency, Inc. Phone: 337-639-4348
Address 1: 505 W. 7th Avenue *Contact: _____
Address 2: P. O. Drawer 540 *Fax: 337-639-4715
City: Oberlin, LA 70655 State: LA Zip Code: 70655
*Email: llivingston@allenactionagency.org

Tentative allocation:	<u>26,884.31</u>
Planned units:	<u>3</u>
Type of organization:	<u>Non-Prof</u>
Sources of Labor:	<u>contractor</u>

Counties served:	<u>Allen</u>

Congressional Districts:	<u>7</u>

* These fields are optional.

Name: Avoyelles Progress Action Committee, Inc. Phone: 318-253-6085
Address 1: 641 Government Street *Contact: Brenda Wilmer, Executive Director
Address 2: P. O. Box 527 *Fax: 318-253-9153
City: Marksville State: LA Zip Code: 71351
*Email: APAC@KRICKET.NET

Tentative allocation:	<u>102,235.84</u>
Planned units:	<u>14</u>
Type of organization:	<u>Non-Prof</u>
Sources of Labor:	<u>Crew</u>

Counties served:	<u>Avoyelles</u>
	<u>Evangeline, Pointe Coupee</u>

Congressional Districts:	<u>6</u>

* These fields are optional.

Name: Caddo Community Action Agency, Inc. Phone: 318-861-4808
Address 1: 4055 St. Vincent St. Avenue *Contact: Laurance Guidry, Executive Director
Address 2: P. O. Box 3446 *Fax: 318-861-4958
City: Shreveport State: LA Zip Code: 71108
*Email: lguidry@shreve.net

Tentative allocation:	<u>390,558.29</u>
Planned units:	<u>53</u>
Type of organization:	<u>Local Agency</u>
Sources of Labor:	<u>contractor</u>

Counties served:	<u>Caddo, Lincoln,</u>
	<u>Rapides</u>

Congressional Districts:	<u>4, 5, 6</u>

* These fields are optional.

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Grant #: _____ Amendment: _____ State: Louisiana Program Year: 2010

Name: City of Baton Rouge, Parish of EBR Phone: 225-389-3039
Address 1: 300 Louisiana Ave. *Contact: Jim Lloren, Asst. Chief of Admin.
Address 2: P. O. Box 1471 *Fax: 225-389-3939
City: Baton Rouge State: LA Zip Code: 70821
*Email: MALLI-BALOUGUN@brgov.com

Tentative allocation:	<u>344,433.29</u>
Planned units:	<u>47</u>
Type of organization:	<u>Local Gov.</u>
Sources of Labor:	<u>contractor</u>

Counties served:	<u>East Baton Rouge</u>

Congressional Districts:	<u>4, 6</u>

* These fields are optional.

Name: DeSoto Parish Police Jury OCS Phone: 318-872-0880
Address 1: 404 Polk Street, Suite B *Contact: Rita Register
Address 2: P. O. Box 1410 *Fax: 318-872-8616
City: Mansfield State: LA Zip Code: 71052
*Email: rregister143@bellsouth.com

Tentative allocation:	<u>307,410.78</u>
Planned units:	<u>40</u>
Type of organization:	<u>Non-Prof</u>
Sources of Labor:	<u>Contractor,</u>

Counties served:	<u>DeSoto, Red River</u>
	<u>Sabine, Bossier, Bienville, Union</u>
	<u>Natchitoches, Webster, Claiborne</u>
	<u>Morehouse</u>

Congressional Districts:	<u>4, 5</u>

* These fields are optional. Crew

Name: Jefferson Parish Department of CAP Phone: 504-736-6900
Address 1: 1221 Elmwood Park Blvd. Suite 402 *Contact: Nicole Ferrier, Executive Director
Address 2: _____ *Fax: 504-736-2136
City: Harahan State: LA Zip Code: 70123
*Email: nferrier@jeffparish.net

Tentative allocation:	<u>394,938.89</u>
Planned units:	<u>55</u>
Type of organization:	<u>Local agency</u>
Sources of Labor:	<u>crew</u>

Counties served:	<u>Jefferson</u>

Congressional Districts:	<u>1, 2, 3</u>

* These fields are optional.

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Grant #: _____ **Amendment:** _____ **State:** Louisiana **Program Year:** 2010

Name: Lafourche Parish Council CAA Phone: 985-537-7603
 Address 1: 48876 Highway 1 *Contact: Denise Hughes, Executive Director
 Address 2: P. O. Box 425 *Fax: 985-493-6601
 City: Mathews State: LA Zip Code: 70375
 *Email: commactdir@lafourchegov.org

Tentative allocation:	81,845.58
Planned units:	11
Type of organization:	Non-Profit
Sources of Labor:	contractor

Counties served:	Lafourche

Congressional Districts:	3

* These fields are optional.

Name: LaSalle Community Action Association, Inc Phone: 318-744-5445
 Address 1: P. O. Drawer 730 *Contact: Dorothy Oliver, Executive Director
 Address 2: 204 Sicily Street *Fax: 318-744-5920
 City: Harrisonburg State: LA Zip Code: 71340
 *Email: doliver_lcaa@bellsouth.net

Tentative allocation:	316,338.17
Planned units:	45
Type of organization:	Non-Prof
Sources of Labor:	crew

Counties served:	Caldwell, E. Carroll Catahoula, Concordia, Franklin, Grant, LaSalle, Madison, Ouachita, Richland, Tensas, Winn, Jackson, W. Carroll
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Congressional Districts:	5, 6

* These fields are optional.

Name: Quad Area Community Action Agency, Inc. Phone: 225-567-2350
 Address 1: 45300 N. Baptist Road *Contact: Wallace Sibley, Executive Director
 Address 2: _____ *Fax: 225-567-2630
 City: Hammond State: LA Zip Code: 70401
 *Email: quadarea@i55.com

Tentative allocation:	352,701.63
Planned units:	49
Type of organization:	Local agency
Sources of Labor:	contractor, crew

Counties served:	Ascension, East Feliciana, Livingston, St. Helena, Tangipahoa, Iberville Washington, West Feliciana, West Baton Rouge
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Congressional Districts:	1, 3, 4, 6

* These fields are optional.

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Grant #: _____ Amendment: _____ State: Louisiana Program Year: 2010

Name: St. John Parish DHR Phone: 985-536-4955
Address 1: 128 Central Ave. *Contact: Eloise Joseph, Executive Director
Address 2: P. O. Box 2108 *Fax: 985-536-7074
City: Reserve State: LA Zip Code: 70084
*Email: Stjohncaa@veriomail.com

Tentative allocation:	<u>112,379.50</u>	Counties served: <u>St. John the Baptist</u>	Congressional Districts:
Planned units:	<u>15</u>	<u>Assumption, St. Charles,</u>	<u>3</u>
Type of organization:	<u>Local Gov.</u>	<u>St. James</u>	
Sources of Labor:	<u>contractor</u>		

* These fields are optional.

Name: St, Landry Parish CAA Phone: 337-948-3651
Address 1: 1065 Hwy 749, Suite E *Contact: Donald Robinson, Sr. Executive Director
Address 2: P. O. Box 1510 *Fax: 337-948-4153
City: Opelousas State: LA Zip Code: 70502-3343
*Email: stlancaa@bellsouth.net

Tentative allocation:	<u>91,931.38</u>	Counties served: <u>Saint Landry</u>	Congressional Districts:
Planned units:	<u>12</u>		<u>4, 7</u>
Type of organization:	<u>Non-Prof</u>		
Sources of Labor:	<u>crew</u>		

* These fields are optional.

Name: St. Martin, Iberia, Lafayette CAA. Inc. Phone: 337-234-3272
Address 1: 501 St. John Street *Contact: Alvin Wiltz, Executive Director
Address 2: P. O. Box 3343 *Fax: 337-234-3274
City: Lafayette State: LA Zip Code: 70502-3343
*Email: awiltz@smilecaa.org

Tentative allocation:	<u>348,227.82</u>	Counties served: <u>Acadia, Iberia,</u>	Congressional Districts:
Planned units:	<u>48</u>	<u>Jefferson Davis, Lafayette,</u>	<u>3, 4, 7</u>
Type of organization:	<u>Non-profit</u>	<u>St. Martin</u>	
Sources of Labor:	<u>contractor</u>		

* These fields are optional.

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Grant #: _____ **Amendment:** _____ **State:** Louisiana **Program Year:** 2010

Name: St. Mary Community Action Association, Inc. Phone: 337-828-5703
Address 1: 1407 Barrow Street *Contact: Almetra Franklin, Executive Director
Address 2: P.O. Box 271 *Fax: 337-828-5754
City: Franklin State: LA Zip Code: 70528
*Email: afrank6333@aol.com

Tentative allocation:	<u>107,190.24</u>
Planned units:	<u>14</u>
Type of organization:	<u>Non-profit</u>
Sources of Labor:	<u>crew</u>

Counties served:	<u>Saint Mary, Vermillion</u>

Congressional Districts:	<u>3</u>

* These fields are optional.

Name: St. Tammany Parish CAA Inc. Phone: 985-646-2171
Address 1: 2004 First Street *Contact: John Tobin, Director of Social Serv.
Address 2: P. O. Box 1609 *Fax: 985-643-5843
City: Slidell State: LA Zip Code: 70459
*Email: jtobin@stpgov.org

Tentative allocation:	<u>236,920.36</u>
Planned units:	<u>33</u>
Type of organization:	<u>Non-Prof</u>
Sources of Labor:	<u>crew</u>

Counties served:	<u>Saint Tammany Plaquemines, St. Bernard</u>

Congressional Districts:	<u>1, 2</u>

* These fields are optional.

Name: Terrebonne Parish Consolidated Gov. Phone: 985-873-6817
Address 1: 809 Barrow Street *Contact: Melaine Van Buren, Exec. Director
Address 2: P. O. Box 6097 *Fax: 985-874-6434
City: Houma State: LA Zip Code: 70360
*Email: mvanburen@tpcg.org

Tentative allocation:	<u>96,490.44</u>
Planned units:	<u>13</u>
Type of organization:	<u>Local Gov.</u>
Sources of Labor:	<u>contractor</u>

Counties served:	<u>Terrebonne</u>

Congressional Districts:	<u>3</u>

* These fields are optional.

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Grant #: _____ **Amendment:** _____ **State:** Louisiana **Program Year:** 2010

Name: Total Community Action, Inc. Phone: 504-218-5282
 Address 1: 1420 S. Jefferson Davis Parkway *Contact: Thelma French, Executive Director
 Address 2: P.O. Box 13848 *Fax: 504-304-0031
 City: New Orleans State: LA Zip Code: 70185
 *Email: Thelma.french@tca-nola.org

Tentative allocation:	<u>435,306.21</u>
Planned units:	<u>60</u>
Sources of Labor:	<u>Non-profit</u>
	<u>Contractor</u>

Counties served:	<u>Orleans</u>
Type of organization:	

Congressional Districts:	<u>1</u>

* These fields are optional.

Name: Vernon Community Action Council, Inc. Phone: 337-239-4457
 Address 1: 1307 South Fifth Street *Contact: Renee Brannon, Executive Director
 Address 2: P. O. Box 277 *Fax: 337-392-0384
 City: Leeville State: LA Zip Code: 71446-027
 *Email: vernoncacl@bellsouth.net

Tentative allocation:	
Planned units:	<u>245,022.23</u>
Type of organization:	<u>33</u>
Sources of Labor:	<u>Non-Prof</u>
	<u>Crew</u>

Counties served:	<u>Beauregard, Vernon,</u>
	<u>Calcasieu, Cameron</u>

Congressional Districts:	<u>7</u>

* These fields are optional.

Name: _____ Phone: _____
 Address 1: _____ *Contact: _____
 Address 2: _____ *Fax: _____
 City: _____ State: _____ Zip Code: _____
 *Email: _____

Tentative allocation:	
Planned units:	
Type of organization:	
Sources of Labor:	

Counties served:	

Congressional Districts:	

* These fields are optional.