



**Department of
Development**

John R. Kasich, Governor

Christiane Schmenk, Director

Home Weatherization Assistance Program

2012 Formula State Plan

August 2012

Prepared By:
Ohio Department of Development
Community Services Division
Office of Community Assistance

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The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. EE0000074		2. Program/Project Title The Weatherization Assistance Program enables low-income families to permanently reduce their energy bills by making their homes more energy efficient. During the last 32 years, the U.S. Department of Energy's (DOE) Weatherization Assistance Program has provided weatherization services to more than 6.2 million low-income families.	
3. Name and Address State of Ohio Post Office Box 1001 Columbus OH 432161001		4. Program/Project Start Date 04/01/2012	5. Completion Date 03/31/2013

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DOE	81.042	\$ 20,095,277.00		\$ 0.00		\$ 20,095,277.00
2.						
3.						
4.						
5. TOTAL		\$ 20,095,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,095,277.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) GRANTEE ADMINISTRATION	(2) SUBGRANTEE ADMINISTRATION	(3) GRANTEE T&TA	(4) SUBGRANTEE T&TA	
a. Personnel	\$ 80,889.00	\$ 0.00	\$ 267,979.00	\$ 0.00	\$ 348,868.00
b. Benefits	\$ 28,311.00	\$ 0.00	\$ 93,793.00	\$ 0.00	\$ 122,104.00
c. Travel	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 0.00	\$ 20,000.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	\$ 5,000.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
f. Contract	\$ 100,000.00	\$ 706,209.00	\$ 0.00	\$ 740,809.00	\$ 18,842,295.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500,000.00	\$ 500,000.00
i. Total Direct Charges	\$ 209,200.00	\$ 706,209.00	\$ 386,772.00	\$ 1,240,809.00	\$ 19,838,267.00
j. Indirect	\$ 59,591.00	\$ 0.00	\$ 197,419.00	\$ 0.00	\$ 257,010.00
k. Totals	\$ 268,791.00	\$ 706,209.00	\$ 584,191.00	\$ 1,240,809.00	\$ 20,095,277.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTAL		\$ 20,095,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,095,277.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) PROGRAM OPERATION S	(2) HEALTH AND SAFETY	(3) LIABILITY INSURANCE	(4) LEVERAGIN G	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 348,868.00
b. Benefits	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 122,104.00
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
f. Contract	\$ 5,891,304.00	\$ 883,696.00	\$ 350,000.00	\$ 0.00	\$ 18,842,295.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
h. Other	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500,000.00
i. Total Direct Charges	\$ 5,891,304.00	\$ 883,696.00	\$ 350,000.00	\$ 0.00	\$ 19,838,267.00
j. Indirect	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 257,010.00
k. Totals	\$ 5,891,304.00	\$ 883,696.00	\$ 350,000.00	\$ 0.00	\$ 20,095,277.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

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		5. Completion Date 03/31/2013	

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTAL		\$ 20,095,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,095,277.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) FINANCIAL AUDITS	(2) VEHICLES AND EQUIPMENT	(3) SPECIAL PROJECTS I	(4)	
a. Personnel	\$ 0.00	\$ 0.00	\$ 0.00		\$ 348,868.00
b. Benefits	\$ 0.00	\$ 0.00	\$ 0.00		\$ 122,104.00
c. Travel	\$ 0.00	\$ 0.00	\$ 0.00		\$ 20,000.00
d. Equipment	\$ 0.00	\$ 0.00	\$ 0.00		\$ 5,000.00
e. Supplies	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
f. Contract	\$ 75,000.00	\$ 0.00	\$ 10,095,277.00		\$ 18,842,295.00
g. Construction	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
h. Other	\$ 0.00	\$ 0.00	\$ 0.00		\$ 500,000.00
i. Total Direct Charges	\$ 75,000.00	\$ 0.00	\$ 10,095,277.00		\$ 19,838,267.00
j. Indirect	\$ 0.00	\$ 0.00	\$ 0.00		\$ 257,010.00
k. Totals	\$ 75,000.00	\$ 0.00	\$ 10,095,277.00		\$ 20,095,277.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00

BUDGET INFORMATION - Non-Construction Programs

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Comments:

Approved PY11 BudgetExpendituresBalance Forward

FINANCIAL AUDITS
\$75,000.00 \$41,260.00 \$33,740.00
GRANTEE ADMINISTRATION\$959,926.37 \$0.00 \$959,926.37
GRANTEE T&TA\$1,040,931.10 \$0.00 \$1,040,931.10
HEALTH AND SAFETY\$5,127,364.00 \$2,451,395.00 \$2,675,969.00
LEVERAGING\$100,000.00 \$106,196.00 (\$6,196.00)
LIABILITY INSURANCE\$350,000.00 \$135,973.00 \$214,027.00
PROGRAM OPERATIONS\$29,146,850.53 \$15,743,062.00 \$13,403,788.53
SUBGRANTEE ADMINISTRATION\$2,995,542.00 \$1,467,617.00 \$1,527,925.00
SUBGRANTEE T&TA\$759,069.00 \$513,903.00 \$245,166.00
VEHICLES AND EQUIPMENT - Acquisition Cost*\$0.00 \$0.00 \$0.00

Grant total\$40,554,683.00 \$20,459,406.00 \$20,095,277.00

**U.S. DEPARTMENT OF ENERGY
GOLDEN FIELD OFFICE**



BUDGET EXPLANATION FOR FORMULA GRANTS

Applicant: State of Ohio
Award number: EE0000074

Budget period: 04/01/2012 - 03/31/2013

1. PERSONNEL - Prime Applicant only (all other participant costs are listed in 6 below and form DOE F 4600.4, Section B. Line 6.f. Contracts and Sub-Grants).

Positions to be supported under the proposed award and brief description of the duties of professionals:

Position	Description of Duties of Professionals
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Assistant Deputy Chief	Oversees the Residential Unit and the Office of Community Assistance
Section Supervisor - Weatherization	HWAP Manager oversees the Home Weatherization Assistance Program
HWAP Manager	Assistant HWAP Manager
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Section Supervisor - Fiscal	Oversees the Financial Unit within the Office of Community Assistance
Training Officer	Develops consumer energy education materials, supports CEE
Deputy Chief	Oversees the Office of Community Assistance
Support Services Manager	Oversees the administrative support staff
Energy Research Analyst 2	Administrative Monitor
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Administrative Assistant	Assists WAP program in many areas, supports fiscal & administrative
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP manager
Database Analyst	Supports WAP with computer support, general program support
Fiscal Specialist 2	Monitors administrative component, offers TA, supports CEE
Database Analyst	Inputs production reports from local providers
Energy Research Analyst 2	Administrative Monitor
Database Section Supervisor	Oversees the IT operations of the Office of Community Assistance
Energy Research Analyst 2	Monitors providers, offers TA, supports HWAP Manager
Energy Research Analyst 2	Multi-family housing coordinator

Direct Personnel Compensation:

Position	Salary/Rate	Time	Direct Pay
Energy Research Analyst 2	\$57,304.00	50.0000 % FT	\$28,652.00
Assistant Deputy Chief	\$75,005.00	10.0000 % FT	\$7,500.50
Section Supervisor - Weatherization	\$75,003.00	20.0000 % FT	\$15,000.60
HWAP Manager	\$55,000.00	20.0000 % FT	\$11,000.00
Energy Research Analyst 2	\$68,307.20	50.0000 % FT	\$34,153.60
Section Supervisor - Fiscal	\$73,736.00	10.0000 % FT	\$7,373.60
Training Officer	\$45,136.00	0.0000 % FT	\$0.00
Deputy Chief	\$84,364.80	10.0000 % FT	\$8,436.48

Support Services Manager	\$45,011.20	5.0000 % FT	\$2,250.56
Energy Research Analyst 2	\$45,281.60	75.0000 % FT	\$33,961.20
Energy Research Analyst 2	\$45,281.60	50.0000 % FT	\$22,640.80
Energy Research Analyst 2	\$45,281.60	50.0000 % FT	\$22,640.80
Administrative Assistant	\$44,761.60	9.0000 % FT	\$4,028.54
Energy Research Analyst 2	\$47,236.80	50.0000 % FT	\$23,618.40
Energy Research Analyst 2	\$64,251.20	50.0000 % FT	\$32,125.60
Database Analyst	\$60,091.20	0.0000 % FT	\$0.00
Fiscal Specialist 2	\$67,662.40	15.0000 % FT	\$10,149.36
Database Analyst	\$25,927.20	10.0000 % FT	\$2,592.72
Energy Research Analyst 2	\$45,281.60	75.0000 % FT	\$33,961.20
Database Section Supervisor	\$70,012.80	5.0000 % FT	\$3,500.64
Energy Research Analyst 2	\$45,282.00	50.0000 % FT	\$22,641.00
Energy Research Analyst 2	\$45,282.00	50.0000 % FT	\$22,641.00
		Direct Pay Total	\$348,868.60

2. FRINGE BENEFITS

a. Are the fringe cost rates approved by a Federal Agency? If so, identify the agency and date of latest rate agreement or audit below, and include a copy of the rate agreement.

b. If a above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations as an attachment.

Fringe benefits for the State of Ohio employees includes medical, dental, and vision; contributions to the Public Employees Retirement Systems; Workmen's Compensation coverage; and disability coverage. Individual rates vary depending upon the type of insurance coverage chosen by the employee during the 2012 program year. Fringe, during the 2012 program year, will average about 35% of the total salary. This percentage was used in preparing the budget.

Fringe Benefits Calculations

<u>Position</u>	<u>Direct Pay</u>	<u>Rate</u>	<u>Benefits</u>
Energy Research Analyst 2	\$28,652.00	35.0000 %	\$10,028.20
Assistant Deputy Chief	\$7,500.50	35.0000 %	\$2,625.18
Section Supervisor - Weatherization	\$15,000.60	35.0000 %	\$5,250.21
HWAP Manager	\$11,000.00	35.0000 %	\$3,850.00
Energy Research Analyst 2	\$34,153.60	35.0000 %	\$11,953.76
Section Supervisor - Fiscal	\$7,373.60	35.0000 %	\$2,580.76
Training Officer	\$0.00	35.0000 %	\$0.00
Deputy Chief	\$8,436.48	35.0000 %	\$2,952.77
Support Services Manager	\$2,250.56	35.0000 %	\$787.70
Energy Research Analyst 2	\$33,961.20	35.0000 %	\$11,886.42
Energy Research Analyst 2	\$22,640.80	35.0000 %	\$7,924.28
Energy Research Analyst 2	\$22,640.80	35.0000 %	\$7,924.28
Administrative Assistant	\$4,028.54	35.0000 %	\$1,409.99
Energy Research Analyst 2	\$23,618.40	35.0000 %	\$8,266.44
Energy Research Analyst 2	\$32,125.60	35.0000 %	\$11,243.96
Database Analyst	\$0.00	35.0000 %	\$0.00
Fiscal Specialist 2	\$10,149.36	35.0000 %	\$3,552.28

08/21/2012

Database Analyst	\$2,592.72	35.0000 %	\$907.45
Energy Research Analyst 2	\$33,961.20	35.0000 %	\$11,886.42
Database Section Supervisor	\$3,500.64	35.0000 %	\$1,225.22
Energy Research Analyst 2	\$22,641.00	35.0000 %	\$7,924.35
Energy Research Analyst 2	\$22,641.00	35.0000 %	\$7,924.35
			Fringe Benefits Total \$122,104.02

3. TRAVEL - Identify total foreign and domestic travel as separate items.

a. Proposed travel:

Purpose of Trip	Number of Trips	Cost Per Trip	Total
Training and Technical Assistance to local grantees	10	\$499.00	\$4,990.00
Compliance monitoring visits throughout the State	27	\$499.00	\$13,473.00
Training at Ohio Weatherization Training Center	5	\$307.40	\$1,537.00
		Travel Total	\$20,000.00

b. Basis for computation of travel expenses (e.g., current airline quotes, past trips, federal or organization travel policy, etc.):

Travel was allocated based on historic expenditures and developed as an average cost per trip. This cost includes: mileage reimbursement; per diem, and lodging costs when necessary. The limits are set by statewide policies governing travel reimbursements. Ohio is aware that each sub-grantee must be visited at least once per program year with a minimum of 5% of completed units monitored. The remaining cost to complete this task will be paid by another funding source.

4. EQUIPMENT - As defined in 10 CFR 660.202. Definitions are at http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr

a. Basis of cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.):

Prior purchase of similar items. Will replace broken infrared camera.

b. Equipment to be purchased and justification of need:

Equipment	Unit Cost	Number	Total Cost	Justification of Need
Infrared Camera	\$5,000.00	1	\$5,000.00	For technical monitors to utilize during on-site monitoring.
		Equipment Total	\$5,000.00	

5. MATERIALS AND SUPPLIES - As defined in 10 CFR 660.202.

a. Basis cost estimates (e.g., vendor quotes, prior purchases of like items, etc.):

Based upon vendor quotesSupplies will be purchased through another funding source.

b. Supplies to be purchased and justification of need:

General Category	Cost	Justification of Need
Consumer Education materials	\$0.00	Prior year experience for ordering materials for local provider consumer education
Personnel Protective Equipment	\$0.00	State monitor usage, also as part of T&TA
Office Supplies	\$0.00	Prior year experience for office activities (pare for copier, printer) meetings, activities, events (includes annual state meeting)
	\$0.00	

6. CONTRACTS AND SUBGRANTS - All other participant costs including subcontractor sub-grants, and consultants For ongoing subcontractors and sub recipients described elsewhere in the application, document and item numbe is listed.

<u>Name of Proposed Sub</u>	<u>Total Cost</u>	<u>Basis of Cost*</u>
OCEAN project	\$100,000.00	Ohio will enhance Phase II of the OCEAN project, that includes the HWAP program. OCEAN is a client-centric program that will be available to all providers, where they may enter all programmatic information (client application, budget, material & equipment inventory, activities on work being done through the HWAP, tracking of other funds, etc..)
Allocation Carryover Reserve	\$10,095,277.00	Estimated carryover for allocation reserve will be passed through to sub recipients. Some costs may be used for cost categories other than program operations. Ohio will not change its formula allocation for program year 2012 and will make awards to its existing local agency network.
Local Weatherization Agency Providers	\$8,647,018.00	The amount for each local agency is determined by the state allocation formula. A table of the local agencies and the amounts received can be found in Section II.3 of the Annual File for this application.
Contracts and Subgrants Total	\$18,842,295.00	

*For example, Competitive, Historical, Quote, Catalog

7. OTHER DIRECT COSTS - All direct costs not included in above categories

a. Basis for cost estimates (e.g., vendor quotes, prior purchase of similar items, etc.):

Negotiated agreement between the Office of Community Assistance and the Corporation for Ohio Appalachian Development.

b. Other direct costs and justification of need:

<u>General Description</u>	<u>Cost</u>	<u>Justification of Need</u>
Ohio Weatherizaiton Training Center	\$500,000.00	Amount of T&TA used to pay for operations of State Training facility
Other Direct Costs Total	\$500,000.00	

8. INDIRECT COSTS

a. Are the indirect cost rates approved by a Federal agency? If so, identify the agency and date of latest rate agreement or audit and provide a copy of the rate agreement.

b. If the above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations separately.

The Office of Community Assistance is part of the Community Services Division. This is the basis for Rates.

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

Name: John Cunningham, Chief Financial Officer Phone Number: 6149995540

Indirect costs calculations:

<u>Indirect Cost Account</u>	<u>Direct Total</u>	<u>Indirect Rate</u>	<u>Total Indirect</u>
Administrative Cost Pool	\$109,200.00	54.5700 %	\$59,590.44
Training and Technical Assistance Cost Pool	\$361,772.00	54.5700 %	\$197,418.98
		Indirect Costs Total	\$257,009.42

U.S. Department of Energy

WEATHERIZATION ANNUAL FILE WORKSHEET

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

II.3 Subgrantees

Grantee (city)	Tentative	
	Funding	Units
Ashtabula County Community Action Agency (Ashtabula)	\$224,370.00	62
CAO of Delaware, Madison, and Union Counties, Inc. (Marysville)	\$98,203.00	27
CAP Commission of the Lancaster-Fairfield County Area (Lancaster)	\$65,853.00	18
CAP of Greater Dayton (Dayton)	\$707,196.00	197
City of Cleveland (Cleveland)	\$49,414.00	0
Clermont County Community Services (Batavia)	\$88,696.00	25
Clinton County Community Action Program, Inc. (Wilmington)	\$152,001.00	42
Community Action Commission of Fayette County (Washington C H)	\$47,282.00	13
Community Action Council of Portage County Inc (Ravenna)	\$99,258.00	28
Community Action Wayne/Medina (Wooster)	\$109,929.00	31
Corporation for Ohio Appalachian Development (Athens)	\$35,743.00	0
Cuyahoga County Dept of Development (Cleveland)	\$390,481.00	108
Delegate - Adams-Brown Counties Economic Opportunities (Georgetown)	\$111,675.00	34
Delegate - CAP Corporation of Washington-Morgan Counties (Marietta)	\$98,164.00	26
Delegate - Cleveland Housing Network (Cleveland)	\$190,444.00	68
Delegate - Community Action Agency of Columbiana County (Lisbon)	\$94,573.00	29
Delegate - Community Action Commission of Belmont County (St. Clairsville)	\$96,967.00	27
Delegate - Community Action Committee of Pike County (Piketon)	\$57,804.00	16
Delegate - Community Action Organization of Scioto County (Portsmouth)	\$111,332.00	30
Delegate - Community Housing Solutions (Cleveland)	\$170,339.00	47
Delegate - Cudell Improvement (Cleveland)	\$166,730.00	44
Delegate - Detroit Shoreway Community Development (Cleveland)	\$97,500.00	22
Delegate - Fairfax Renaissance Development (Cleveland)	\$104,176.00	28
Delegate - Gallia Meigs Community Action Agency (Cheshire)	\$79,352.00	21
Delegate - GMN Tri-County Community Action Committee (Caldwell)	\$97,480.00	26
Delegate - Harcatus Tri-County Community Action Committee (Dennison)	\$125,014.00	34
Delegate - Highland County Community Action Organization (Hillsboro)	\$57,975.00	15
Delegate - Ironton-Lawrence County Area CAO (Ironton)	\$99,361.00	28
Delegate - Jackson-Vinton County Community Action (Wellston)	\$86,706.00	25
Delegate - Jefferson County Community Action Council (Steubenville)	\$81,233.00	25
Delegate - KNO-HO-CO Ashland Community Action Commission (Coshocton)	\$149,298.00	41
Delegate - Mt. Pleasant NOW Development Corp (Cleveland)	\$89,628.00	32
Delegate - Muskingum Economic Opportunity Action Group (Zanesville)	\$99,532.00	30
Delegate - Ross County Community Action Commission (Chillicothe)	\$72,854.00	21
Delegate - Tri-County (HAP) Community Action (Nelsonville)	\$155,113.00	44
Delegate - Warren County Community Services (Lebanon)	\$62,081.00	17
East Akron Neighborhood Development Corp (Akron)	\$74,951.00	21
Ground Level Solutions, Inc. (Columbus)	\$287,461.00	80
Hancock-Hardin-Wyandot-Putnam CAC, Inc. (Findlay)	\$220,354.00	61
IMPACT Community Action (Columbus)	\$409,965.00	114
LEADS (Newark)	\$95,342.00	26
Lorain County Community Action Agency, Inc. (Lorain)	\$125,451.00	35
Mahoning Youngstown Community Action Partnership (Youngstown)	\$308,976.00	86
Miami County Community Action Council (Troy)	\$76,689.00	21
Mid-Ohio Regional Planning Commission #140 (Columbus)	\$186,660.00	52

U.S. Department of Energy
WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

Neighborhood Housing Services of Toledo, Inc (Toledo)	\$354,925.00	99
Northwestern Ohio Community Action Commission (Defiance)	\$165,719.00	46
Ohio Heartland Community Action Commission (Marion)	\$117,107.00	33
People Working Cooperatively (Cincinnati)	\$460,451.00	128
Pickaway County Community Action Organization, Inc. (Circleville)	\$52,313.00	15
SOURCES Community Network Services (Celina)	\$57,601.00	16
Stark County Community Action Agency (Canton)	\$201,287.00	56
Summit Cty Dept of Planning & Economic Development (Akron)	\$291,882.00	81
Tri-County CAC of Champaign, Logan, and Shelby Counties (Bellefontaine)	\$96,569.00	27
Trumbull Community Action Program (Warren)	\$155,209.00	43
Wood Sandusky Ottawa Seneca CAC Inc (Green Springs)	\$284,349.00	79
TOTALS	\$8,647,018.00	2,400

II.4 WAP Production Schedule

Total Units (excluding reweatherized)	2,352
.....
Rewatherized Units	48

U.S. Department of Energy

WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

Average Unit Costs, including Reweathering, Subject to DOE Program Rules		
VEHICLE & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)		
A	Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B	Total Units Weatherized	2,352
C	Total Units Reweatherized	48
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	2,400
E	Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
AVERAGE COST PER DWELLING UNIT (DOE RULES)		
F	Total Funds for Program Operations	\$5,891,304.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	2,400
H	Average Program Operations Costs per Unit (F divided by G)	\$2,454.71
I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$2,454.71

II.5 Energy Savings

Method used to calculate energy savings:

WAP algorithm Other (describe below)

Using the information developed from the impact evaluation of the Ohio WAP (PY 2003), Ohio estimates that it will save 49,308 MBtus for DOE funding (average cost \$6,769) with estimated production of 2,400.

Estimated energy savings: 49,308.00 (MBtu)

Estimated prior year savings:

Actual:

If variance is large, explain:

II.6 Training, Technical Assistance, and Monitoring Activities

U.S. Department of Energy

WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

The OCA will use \$559,191 of DOE funding for the purpose of state monitoring and training and on-site technical assistance. The OCA will designate \$500,000 of DOE funding for the operation and expansion of the state training center (Ohio Weatherization Training Center). The sum of \$740,809 of DOE funding will be used for subgrantee T&TA.

The OWTC will be focusing training during this program year on (1) continuing to train all field staff on Pollution Safe Weatherization Work Standards (which includes Mold / Moisture, Lead, Vermiculite), (2) continuing to evaluate the Lead training component to ensure competency of performing Lead Safe work, (3) train the network on ASHRAE 62.2 compliance, and (4) providing in-field training and technical assistance. The In-Field technical assistance will consist of providing training for local providers at the local sites.

Ohio will work on creating a one-day Inspector test out class as an alternative to the full Inspector series class. It will be offered to Inspectors who have taken a full class who are in need of recertification.

CSD's Office of Community Assistance, as the Grantee of the DOE Weatherization Program, has an established monitoring system for evaluating Sub grantee and Delegate program performance regardless of funding source. Monitoring functions will be the state's principal method for determining Sub grantee and Delegate compliance, evaluating actual accomplishments against planned activities, and determining the effectiveness of WAP policy. Monitoring provides objective reporting to and from sub grantees and Delegates and, when appropriate, makes recommendations to address program and administrative deficiencies and needs. The administrative field staff will review fiscal controls, staffing and organization, procurement, and client services. The technical field staff will review property management, inventory, materials quality, and field work. Each Sub grantee and Delegate will be visited by a technical field representative at least once per monitoring year to review 5% of the completed units. Each Sub grantee and Delegate will be visited by an administrative field representative at least once every monitoring year to review 5% of the completed units' files. Program year is defined as April 1st through March 31st. Monitoring year is defined as May 1st through April 30th.

The Office of Community Assistance staff will conduct an annual comprehensive review of each of Ohio's 32 sub grantees' programs and 24 delegate providers. This will include, at a minimum, one on-site monitoring visit to each Sub grantee and Delegate by each assigned field representative.

Reports of monitoring visits are to be completed within 30 days of the visit to the provider. These reports will summarize the findings and, when necessary, direct the Providers to take specific actions to correct issues of noncompliance and/or to develop a plan of action to improve performance. Reports are sent to Provider Board Chairpersons and Executive Directors who must respond within 30 days and provide evidence or assurance, as appropriate, of all actions taken. The

U.S. Department of Energy

WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

steps outlined in the Office of Community Assistance Progressive Corrective Action Plan will be followed regarding the reports and any possible follow-up actions. Monitoring reports include a reminder that suspension of funding is possible if a Sub grantee fails to respond within 30 days.

The Office of Community Assistance has developed and implemented procedures to ensure state monitoring is increased if a sub-grantee's pass rate for monitored units falls below the established acceptable rate of 60%. Based on the Site Visit Inspection Summary reports, any sub grantee or delegate falling below the pass rate of 60% any time during the Program year will receive increased technical monitoring of at least 7% of its completed units for the next two consecutive quarters. Until the sub grantee reaches a pass rate of 60%, its technical monitoring will remain at least 7% of its completed units. During the period in which the sub grantee or delegate's pass rate is below 60%, OCA will work with that sub grantee or delegate with Training and Technical Assistance (T/TA) to address the problematic areas causing the low passage rate.

Quality Assurance

Local providers are required to monitor customer satisfaction by following-up on 25% of completed jobs from three to twelve months after the final inspection. However, there is currently no assessment conducted between the initial Inspections and final inspections.

OCA is also implementing a call system to assess HWAP program quality and to receive customer feedback. Appropriate state-level call protocols will be developed to assess customer satisfaction during this phase of service delivery.

Based on information provided in OCEAN, at least quarterly OCA will analyze production time lapse between the initial and final inspections to identify any projects that are not being completed within a reasonable amount of time. OCA staff will develop and follow guidelines to determine how to follow-up on any project that appears to be taking an unreasonable amount of time.

II.7 DOE-Funded Leveraging Activities

No leveraging activities budgeted.

U.S. Department of Energy
WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

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

PUCO /	Tonja Toles
Ohio Association of CAA Energy Committee / Ohio Heartland CAC	Andrew (Joe) Devany
Community Action Partnership of Greater Dayton /	Leonard Florence
Ohio Department of Aging /	Janet Hofman
Ohio Partners for Affordable Energy /	Dave Rinebolt
Summit County Department of Development /	Ken Knodel - Chair
Aviles Construction /	Alex Aviles
Columbia Gas / NiSource /	Jack Laverty
Ohio Weatherization Training Center / COAD	Keith Pitts
Delegate - Community Action Committee of Pike County / delegate to COAD	Don Watts
WSOS Community Action Commission, Inc. (E-Huron)	Terry Jacobs
Ground Level Solutions, Inc. /	John Johnson, Jr. - Vice Chair
Ohio Heartland Community Action Commission /	To Be Announced

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

Hearing Date	Newspapers that publicized the hearings and the dates that the notice ran.
03/20/2012	Athens Messenger 3-9-12; Cincinnati Enquirer 3-9-12; Columbus Dispatch 3-9-12; Toledo Blade 3-9-12; Akron Beacon Journal 3-9-12; Youngstown Vindicator 3-9-12; Portsmouth Daily Times 3-9-12; Cleveland Call and Post 3-9-12; Marietta Times 3-9-12; Lima News 3-9-12; Dayton Daily News 3-9-12; and Plain Dealer Publications 3-9-12.

II.10 Adjustments to On-File Information

U.S. Department of Energy

WEATHERIZATION ANNUAL FILE WORKSHEET (cont)

Identification: EE0000074

State: OH

Program year: 2012

Budget period: 04/01/2012 - 03/31/2013

The 2012 HWAP State Plan anticipates that all HWAP funds will be expended by 3/31/13. About one-third of Ohio households are at or below 200% of the federal poverty guidelines. It is hoped that funding will exist to continue providing energy efficiency measures for these eligible households.

For the 2012 HWAP program year Ohio has designated People Working Cooperatively (PWC) the temporary provider of services in Hamilton County.

For the 2012 HWAP program year, Ohio has combined Van Wert county with the Northwestern Ohio Community Action Commission (NOCAC) as the permanent provider for Van Wert county.

For the 2012 HWAP program year, Ohio has combined grantees Ground Level Solutions - Franklin County and Ground Level Solutions - Richland/Morrow counties into one grant.

Performance-Based Provider Selection

Ohio was not awarded any new PY 2012 HWAP funding, and the proposed budget contained in the Annual File is based on an estimate of carry-forward funding from PY 2011. Future federal funding for the program is, at best, uncertain.

At this juncture due to limited incoming federal resources and a statewide refocusing on improved services delivery and competition, Ohio has determined that it is necessary to reevaluate the current HWAP delivery system. As outlined below, Ohio will reposition the HWAP as a competitively solicited, performance based program which will provide the highest quality weatherization services and attentiveness to customer needs. The new program model envisioned will incentivize good program performance, use a system of performance benchmarks, and allow for competition from non-traditional weatherization service providers.

Beginning in the first quarter of PY 2012, the Department of Development will convene a working group to create this new program model with a process that will include input from stakeholders, providers, members of the General Assembly, and other interested parties. It is anticipated that this working group will develop and quickly implement:

Updated performance benchmarks, metrics, and requirements to improve program quality and agency management;
Customer service benchmarks and metrics; and,

A new program structure and Request for Proposal (RFP) to competitively select program service providers for future program years to be released in the second half of this program year.

This timeline allows for new standards for performance to be implemented in PY 2012 and provides existing and potential program service providers with time to understand the new program model and expectations prior to the release of an RFP to competitively select providers. The new program will provide clear benchmarks so that existing and potential program providers will have a clear understanding of the expectations Ohio will place on program service providers. As such, these providers will have adequate time to prepare organizational capacity to submit competitive responses to any program RFP. This collaborative effort will result in an RFP for program providers being released in the second half of PY 2012 for 2013 HWAP program year providers.

II.11 Miscellaneous

See attachment.

DOE F 540.4
(08/05)

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
ANNUAL TRAINING, TECHNICAL ASSISTANCE, MONITORING, AND LEVERAGING REPORT

OMB Control No. 1910-5127
Expiration Date: 6-30-08

State: OH

Reporting Period: 04/01/2011 - 03/31/2012

Grant Number: EE0000074

Training and Technical Assistance Activities

Please describe the training and technical assistance (T&TA) activities conducted during the past year.

The two tables below summarize the Training and Technical Assistance activities conducted by the Office of Community Services and the Ohio Weatherization Training Center with PY11 Weatherization funds. Table 1 lists the on-site T/TA provider by state staff to the local provider network. Table 2 summarizes the training courses offered by the training center. If specific information is desired about the providers who participated, the numbers in the table can be cross referenced Report:Course Agencies And Offering

Start Date: 4/1/11

End Date: 3/31/12

Course TitleAgenciesNumber of Courses

BASIC WEATHERIZATION TACTICS102, 103, 105, 109, 111, 111B, 111D, 111G, 111J, 111K, 114, 119, 120, 123, 129, 130, 131, 133, 133B, 133C, 133G, 133K, 133L, 133O, 139, 140, 145, 20016

BLOWER DOOR USE145, 146, 200, 140, 138, 137, 133M, 133J, 133F, 133E, 133B, 133, 130, 121, 122, 120, 116, 113, 111D, 111B, 111, 109, 105, 10210

BOILER HEATING SYSTEM INSP105, 113, 114, 112D, 112, 133, 132, 138, 2042

BPI - TESTING DAY200, 138, 140, 1335

CODES AND STANDARDS133, 127, 116, 120, 122, 123, 111, 111B, 111D, 105, 102, 109, 107, 138, 204, 146, 145, 200, 133B, 133A, 133E, 133D, 133F, 133J, 133M8

COMBUSTION FOR CONTRACTORS133O, 133N, 133A, 213, 204, 200, 138, 140, 139, 109, 108, 102, 111, 114, 113, 123, 122, 121, 119, 126, 130, 129, 12819

CONSUMER ENERGY EDUCATION131, 133, 116, 121, 122, 123, 112, 111B, 102, 105, 109, 140, 137, 138, 204, 145, 200, 133B, 133G, 133I, 133M, 133R, 133P6

ELECTRIC BASELOAD/DUCT TESTING133R, 133N, 133K, 133I, 133C, 133, 145, 140, 139, 138, 109, 105, 107, 102, 111B, 111, 112, 111D, 116, 113, 114, 128, 1266

ELECTRIC PARTNERSHIP PROGRAM133, 123, 138, 140, 133A, 133B, 133C, 133E, 133J, 133M, 133P3

EPA 608 REFRIGERANT133M, 133I, 133J, 133H, 133B, 200, 120, 132, 1056

HEAT PUMP/CENTRAL AIR105, 133, 126, 138, 133D1

HEAT TECH REFRESHER133E, 133F, 133A, 133B, 133K, 126, 1202

HEAT TECH TRAINING120, 121, 126, 132, 133, 102, 112D, 113, 133K, 133L, 133M, 133D, 139, 1452

HEATING UNIT INSPECTION145, 140, 138, 200, 133D, 133B, 133M, 133K, 133I, 112, 111D, 111G, 111J, 111B, 102, 105, 107, 109, 133, 127, 121, 123, 122, 120, 1167

INFRARED THERMOGRAPHY116, 123, 121, 120, 133, 109, 107, 105, 102, 111D, 111B, 110, 111, 112, 133O, 133B, 133H, 200, 140, 138, 145, 2048

INSPECTION145, 140, 138, 133O, 133M, 133I, 112, 111G, 111D, 111B, 102, 107, 109, 133, 127, 120, 123, 1163

INSPECTION ORIENTATION123, 120, 127, 126, 132, 105, 107, 102, 111B, 112, 133J, 133K, 133M, 138, 140, 145, 1463

INSPECTOR SERIES REFRESHER204, 133F, 133C, 133E, 111G, 111B, 102, 105, 108, 133, 130, 121, 119, 1173

LEAD ABATEMENT CONTRACTOR130, 126, 133, 109, 107, 105, 111, 111D, 111K, 133C, 133G, 133B, 133O, 133M, 133J, 133K, 200, 214, 21211

LEAD ABATEMENT CONTRACTOR REFRESHER200, 133, 1263

LEAD ABATEMENT WORKER111, 109, 1332

LEAD EPA RRP-INITIAL133, 133A, 133B, 133B, 133G, 133H, 133K, 133M, 133N, 133O, 133P, 200, 145, 211, 200, 204, 140, 138, 134, 137, 107, 108, 105, 102, 111, 111, 109, 111D, 111B, 112D, 126, 126, 130, 127, 128, 129, 116, 117, 120, 114, 120, 12111

LEAD ESSENTIAL MAINT. PRACTICE120, 133B10

LEAD INSPECTOR - Initial133, 133B, 133A, 133F, 133C, 133R, 133N, 133M, 133K, 133L, 133J, 133I, 1054

LEAD RISK ASSESSOR - Initial105, 133, 133I, 133J, 133L, 133K, 133N, 133M, 133R, 133C, 133F, 133B, 133A5

LEAD RISK ASSESSOR REFRESHER133I, 1333

MANUAL J133, 126, 120, 105, 102, 111, 111B, 133L, 133M, 137, 133R, 138, 1455

MATH111, 112, 102, 109, 120, 1334

MOBILE HOME WEATHERIZATION132, 133, 126, 127, 128, 120, 114, 123, 122, 121, 109, 107, 102, 105, 111, 145, 138, 137, 133M, 133B, 133F9

MOBILE HOME WEATHERIZATION INSPECTION133F, 133C, 133R, 133L, 133K, 139, 138, 204, 146, 105, 102, 107, 114, 120, 128, 127, 132, 133, 1317

DOE F 540.4
(08/05)

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
ANNUAL TRAINING, TECHNICAL ASSISTANCE, MONITORING, AND LEVERAGING REPORT

OMB Control No. 1910-5127
Expiration Date: 6-30-08

State: OH

Reporting Period: 04/01/2011 - 03/31/2012

Grant Number: EE0000074

MOBILE HOME WEATHERIZATION REFRESHER131, 132, 114, 120, 105, 204, 138, 133L, 133M, 133C, 133B, 1336
 NATIONAL ENERGY AUDIT TOOL133G, 133I, 140, 138, 204, 145, 200, 109, 105, 111, 111B, 112, 114, 116, 133, 1266
 OIL FURNACE MAINTENANCE REPAIR132, 133, 114, 113, 105, 133D2
 OSHA 10-HR133, 111J, 111, 109, 1237
 Worst Case Draft1131
 WX ASSOCIATED SAFETY AWARENESS112, 111B, 102, 109, 105, 107, 127, 129, 132, 116, 114, 120, 117, 121, 123,
 133, 133B, 133D, 133M, 133K, 200, 145, 204, 1389
 TRAINING
 PROGRAM YEAR: 2011
 AGENCYMONITORDATE(S)PURPOSE
 129 Stark Co.db5/20/2011MH attic insul.
 102 AshtabulaBC, AE5/17/2011problem customer
 BC,JV,AE6/2/2011IO
 103 sourcesAE5/9/2011TT/A
 144 GLS-RMdb7/27/2011MH T&TA
 133O Sciotodb9/19/2011duct testing
 119 hhwpdb & mm9/20/2011mh attic insul
 102 AshtabulaBC5/17/2011Cust.Complaint
 107 CincinnatiBC7/20/2011NEAT
 126 WSOSBC7/29/2011NEAT
 120 LEADSBC8/3/2011Problem Houses
 133K Kno-Ho-CoBC8/4/2011Problem Houses
 127 PiccaBC9/2/2011NEAT
 133K Kno-Ho-CoBC9/22/2011Problem Houses
 129 Stark Co.BC&dhb9/28/2011NEAT
 129 Stark Co.dhb10/14/2011OVERALLS
 140 MORPCJV10/26/2011Contractor
 137 ClermontJV,BJ10/27/2011Customer Complaint
 109 CuyahgohaJV11/22/2011Customer Complaint
 123 MYCAPdhb11/9/2011cust. Complaint
 140 MORPCJV11/23/2011Vertical Siding
 133F HarCatusJV1/20/2012Worst Case Draft
 TRAINING
 PROGRAM YEAR: 2011
 AGENCYMONITORDATE(S)PURPOSE
 129 Stark Co.db5/20/2011MH attic insul.
 102 AshtabulaBC, AE5/17/2011problem customer
 BC,JV,AE6/2/2011IO
 103 sourcesAE5/9/2011TT/A
 144 GLS-RMdb7/27/2011MH T&TA
 133O Sciotodb9/19/2011duct testing
 119 hhwpdb & mm9/20/2011mh attic insul
 102 AshtabulaBC5/17/2011Cust.Complaint
 107 CincinnatiBC

Monitoring Activities

Please list the subgrantees monitored during the reporting period and indicate the focus and significant findings of each monitoring activity, as appropriate.

See attachment.

Leveraging Activities

DOE F 540.4
(08/05)

U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
ANNUAL TRAINING, TECHNICAL ASSISTANCE, MONITORING, AND LEVERAGING REPORT

OMB Control No. 1910-5127
Expiration Date: 6-30-08

State: OH

Reporting Period: 04/01/2011 - 03/31/2012

Grant Number: EE0000074

For each leveraging activity, please describe the type of project, the project highlights, the organizations providing resources, the leveraged resources (funding and completed units), the participating subgrantees, and the status and impact.

The leveraged funds were provided to the Ohio Partners for Affordable Energy (OPAE) in the amount of approximately \$106,196. OPAE conducts six tasks for Ohio. Task One - Participate in and Monitor Collaboratives Overseeing Demand Side Management Portfolios Funded through public and Investor-Owned Utilities. Task Two - Monitor contributions from Public and Investor-Owned Utilities to Fuel funds. Task Three - Leveraging Activities. Task Four - Provide Technical Assistance to Regional Energy Efficiency and Renewable Energy Initiatives. Task Five - Develop Smart Grid Pilot Programs. Task Six - Develop Renewable Energy Projects. This is an on-going project that impacts all fifty-four providers of weatherization services in Ohio.

Submitted by: _____ Date: 5/11/2012
Type name: Mr Andrew . Binegar,
Title:

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Name:	Ashtabula County Community Action Agency	Contact:	Jefferey Scribben
Address:	6920 Austinburg Rd. PO Box 2610 Ashtabula, OH 44004	Phone:	(440) 997-1721
		Fax:	(440) 992-3319
		Email:	jscribben@accaa.org
Counties served:	ASHTABULA County LAKE County GEAUGA County	Tentative allocation:	\$ 224,370.00
		Planned units:	62
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-14
Name:	CAO of Delaware, Madison, and Union Counties, Inc.	Contact:	Marla George
Address:	648 Clymer Rd. Suite 130 Marysville, OH 43040	Phone:	(937) 642-4986
		Fax:	(937) -
		Email:	mkgeorge@caodmu.org
Counties served:	DELAWARE County UNION County MADISON County	Tentative allocation:	\$ 98,203.00
		Planned units:	27
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-15 OH-12
Name:	CAP Commission of the Lancaster-Fairfield County Area	Contact:	Scott Porter
Address:	1743 East Main St P.O. Box 768 Lancaster, OH 43130-0768	Phone:	(740) 653-4146
		Fax:	(740) 653-4462
		Email:	sporter@faircaa.org
Counties served:	FAIRFIELD County	Tentative allocation:	\$ 65,853.00
		Planned units:	18
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-07
Name:	CAP of Greater Dayton	Contact:	Leonard Florence
Address:	701 Patterson Rd. Dayton, OH 45402-2709	Phone:	(937) 331-9360
		Fax:	(937) -
		Email:	leonardf@cap-dayton.org
Counties served:	DARKE County BUTLER County GREENE County MONTGOMERY County PREBLE County WARREN County	Tentative allocation:	\$ 707,196.00
		Planned units:	197
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-07 OH-08 OH-03 OH-01 OH-02
Name:	City of Cleveland	Contact:	Novella Lockett
Address:	601 Lakeside Ave Rm 320 Cleveland, OH 44114-1015	Phone:	(216) 664-2045
		Fax:	(216) 664-4006
		Email:	nlockett@city.cleveland.oh.us
Counties served:	CUYAHOGA County	Tentative allocation:	\$ 49,414.00
		Planned units:	0
		Type of organization:	Unit of local government
		Congressional districts served:	CD OH-10 OH-11

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Name:	Clermont County Community Services	Contact:	Tami Obermeyer
Address:	303 Hospital Drive Batavia, OH 45103	Phone:	(513) 735-8818
		Fax:	(513) -
		Email:	tamio@cccsi.org
Counties served:	CLERMONT County	Tentative allocation:	\$ 88,696.00
		Planned units:	25
		Type of organization:	Non-profit organization
		Congressional districts served:	<u>CD</u> OH-02
<hr/>			
Name:	Clinton County Community Action Program, Inc.	Contact:	Greg Smith
Address:	789 N. Nelson Avenue PO Box 32 Wilmington, OH 45177-0032	Phone:	(937) -
		Fax:	(937) -
		Email:	clarkweb1@swohio.twcbc.com
Counties served:	CLINTON County CLARK County	Tentative allocation:	\$ 152,001.00
		Planned units:	42
		Type of organization:	Non-profit organization
		Congressional districts served:	<u>CD</u> OH-07 OH-03
<hr/>			
Name:	Community Action Commission of Fayette County	Contact:	Vickie Carrozza
Address:	1400 S.R. 22 NW Washington C H, OH 43160	Phone:	(740) 335-8764
		Fax:	(740) 335-6769
		Email:	vickiebrust@ameritech.net
Counties served:	FAYETTE County	Tentative allocation:	\$ 47,282.00
		Planned units:	13
		Type of organization:	Non-profit organization
		Congressional districts served:	<u>CD</u> OH-07
<hr/>			
Name:	Community Action Council of Portage County Inc	Contact:	Gloria Haven
Address:	1036 West Main Street P.O. Box 917 Ravenna, OH 44260	Phone:	(330) 297-1456
		Fax:	(330) -
		Email:	ghaven@cacportage.net
Counties served:	PORTAGE County	Tentative allocation:	\$ 99,258.00
		Planned units:	28
		Type of organization:	Non-profit organization
		Congressional districts served:	<u>CD</u> OH-14 OH-17
<hr/>			
Name:	Community Action Wayne/Medina	Contact:	Donna Holmes
Address:	2375-B Benden Drive Wooster, OH 44691	Phone:	(330) 264-8677
		Fax:	(330) -
		Email:	dholmes@cawm.org
Counties served:	MEDINA County WAYNE County	Tentative allocation:	\$ 109,929.00
		Planned units:	31
		Type of organization:	Non-profit organization
		Congressional districts served:	<u>CD</u> OH-16 OH-13
<hr/>			
Name:	Corporation for Ohio Appalachian Development	Contact:	Keith Pitts
Address:	1 Pinchot Lane PO Box 787 Athens, OH 45701-0787	Phone:	(740) 594-8499
		Fax:	(740) -
		Email:	kpitts@coadinc.org

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	CARROLL County BELMONT County BROWN County ASHLAND County ADAMS County ATHENS County COLUMBIANA County COSHOCOTON County JEFFERSON County KNOX County HOLMES County JACKSON County HOCKING County HIGHLAND County HARRISON County GALLIA County GUERNSEY County WASHINGTON County VINTON County TUSCARAWAS County SCIOTO County MEIGS County LAWRENCE County MORGAN County MUSKINGUM County MONROE County ROSS County PIKE County PERRY County NOBLE County	Tentative allocation: \$ 35,743.00 Planned units: 0 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-02 OH-05 OH-07 OH-03 OH-18 OH-16 OH-06
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Name:	Cuyahoga County Dept of Development	Contact:	Robert Given
Address:	1701 E. 12th St., 1st Floor Reserver Square Cleveland, OH 44114	Phone:	(216) 443-6877
		Fax:	(216) -
		Email:	rgiven@cuyahogacounty.us
Counties served:	CUYAHOGA County	Tentative allocation: \$ 390,481.00 Planned units: 108 Type of organization: Unit of local government	Congressional districts served: <u>CD</u> OH-10 OH-11 OH-14

Name:	Delegate - Adams-Brown Counties Economic Opportunities	Contact:	James Collins
Address:	406 W. Plum St. Georgetown, OH 45121-1261	Phone:	(937) 695-0316
		Fax:	(937) -
		Email:	jcollins@abcap.net
Counties served:	BROWN County ADAMS County	Tentative allocation: \$ 111,675.00 Planned units: 34 Type of organization: Non-profit organization	Congressional districts served: <u>CD</u> OH-02

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Name:	Delegate - CAP Corporation of Washington-Morgan Counties	Contact:	Kenny Vigneron
Address:	218 Putnam Street P.O. Box 144 Marietta, OH 45750-2909	Phone:	(740) 373-7671
		Fax:	(740) -
		Email:	kvigneron@wmcap.org
Counties served:	WASHINGTON County MORGAN County	Tentative allocation:	\$ 98,164.00
		Planned units:	26
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-18 OH-06
Name:	Delegate - Cleveland Housing Network	Contact:	Jackie Johnson
Address:	2999 Payne Avenue, #306 Cleveland, OH 44114	Phone:	(216) 774-2341
		Fax:	(216) -
		Email:	jjohnson@chnnet.com
Counties served:	CUYAHOGA County	Tentative allocation:	\$ 190,444.00
		Planned units:	68
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-10 OH-11
Name:	Delegate - Community Action Agency of Columbiana County	Contact:	Ruth Allison
Address:	7880 Lincole Place Lisbon, OH 44432	Phone:	(330) 424-7221
		Fax:	(330) -
		Email:	allison@caaofcc.org
Counties served:	COLUMBIANA County	Tentative allocation:	\$ 94,573.00
		Planned units:	29
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-06
Name:	Delegate - Community Action Commission of Belmont County	Contact:	Dean Redinger
Address:	153 1/2 West Main Street St. Clairsville, OH 43950-0410	Phone:	(740) 633-6340
		Fax:	(740) -
		Email:	dredinger@cacbelmont.org
Counties served:	BELMONT County	Tentative allocation:	\$ 96,967.00
		Planned units:	27
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-18 OH-06
Name:	Delegate - Community Action Committee of Pike County	Contact:	Don Watts
Address:	941 Market Street P.O. Box 799 Pikeon, OH 45661-0799	Phone:	(740) 289-2371
		Fax:	(740) -
		Email:	dwatts@pikecac.org
Counties served:	PIKE County	Tentative allocation:	\$ 57,804.00
		Planned units:	16
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-02
Name:	Delegate - Community Action Organization of Scioto County	Contact:	Steve Sturgill
Address:	433 Third Street P.O. Box 1525 Portsmouth, OH 45662-1525	Phone:	(740) 351-1187
		Fax:	(740) 354-3933
		Email:	ssturgill@zoomnet.net

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	SCIOTO County	Tentative allocation: \$ 111,332.00	Congressional districts served:	<u>CD</u>
		Planned units: 30		OH-02
		Type of organization: Non-profit organization		OH-06

Name:	Delegate - Community Housing Solutions	Contact:	Naomi Brookins
Address:	12114 Larchmere Boulevard Cleveland, OH 44120	Phone:	(216) 651-0077
		Fax:	(216) 651-0072
		Email:	naomib@commhousingsolutions.org

Counties served:	CUYAHOGA County	Tentative allocation: \$ 170,339.00	Congressional districts served:	<u>CD</u>
		Planned units: 47		OH-10
		Type of organization: Non-profit organization		OH-11

Name:	Delegate - Cudell Improvement	Contact:	Anita Brindza
Address:	9821 Lorain Ave. Cleveland, OH 44102	Phone:	(216) 228-4383
		Fax:	(216) -
		Email:	anita@cudell.com

Counties served:	CUYAHOGA County	Tentative allocation: \$ 166,730.00	Congressional districts served:	<u>CD</u>
		Planned units: 44		OH-11
		Type of organization: Non-profit organization		OH-10

Name:	Delegate - Detroit Shoreway Community Development	Contact:	Rick O'Connor
Address:	6516 Detroit Avenue Suite 1 Cleveland, OH 44102	Phone:	(216) 961-4242
		Fax:	(216) -
		Email:	roconnor@dscdo.org

Counties served:	CUYAHOGA County	Tentative allocation: \$ 97,500.00	Congressional districts served:	<u>CD</u>
		Planned units: 22		OH-10
		Type of organization: Non-profit organization		OH-11

Name:	Delegate - Fairfax Renaissance Development	Contact:	Monica Martello
Address:	8111 Quincy Avenue, Suite 100 Cleveland, OH 44104	Phone:	(216) 361-8594
		Fax:	(216) 361-8407
		Email:	mpandi@fairfaxdev.org

Counties served:	CUYAHOGA County	Tentative allocation: \$ 104,176.00	Congressional districts served:	<u>CD</u>
		Planned units: 28		OH-10
		Type of organization: Non-profit organization		OH-11

Name:	Delegate - Gallia Meigs Community Action Agency	Contact:	Sandra Edwards
Address:	8010 North State Route 7 Cheshire, OH 45620-0272	Phone:	(740) 367-7341
		Fax:	(740) -
		Email:	segmcaa@hotmail.com

Counties served:	GALLIA County MEIGS County	Tentative allocation: \$ 79,352.00	Congressional districts served:	<u>CD</u>
		Planned units: 21		OH-06
		Type of organization: Non-profit organization		

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Name:	Delegate - GMN Tri-County Community Action Committee	Contact:	Ray Hughes
Address:	615 North Main Street P.O. Box 285 Caldwell, OH 43724-0285	Phone:	(740) 732-2388
		Fax:	(740) -
		Email:	housingdirector@gmncac.org
Counties served:	GUERNSEY County NOBLE County MONROE County	Tentative allocation:	\$ 97,480.00
		Planned units:	26
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-06 OH-18
Name:	Delegate - Harcatus Tri-County Community Action Committee	Contact:	Carol Penix
Address:	220 Grant Street Dennison, OH 44621-1216	Phone:	(740) -
		Fax:	(740) -
		Email:	carol_penix@yahoo.com
Counties served:	TUSCARAWAS County CARROLL County HARRISON County	Tentative allocation:	\$ 125,014.00
		Planned units:	34
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-18
Name:	Delegate - Highland County Community Action Organization	Contact:	Mark Current
Address:	1487 North High Street P.O. Box 838 Hillsboro, OH 45133	Phone:	(937) 393-3458
		Fax:	(937) 393-7176
		Email:	Mark@hccao.org
Counties served:	HIGHLAND County	Tentative allocation:	\$ 57,975.00
		Planned units:	15
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-03
Name:	Delegate - Ironton-Lawrence County Area CAO	Contact:	John Easterling
Address:	305 North Fifth Street Ironton, OH 45638-0517	Phone:	(740) 533-0854
		Fax:	(740) 533-1852
		Email:	jeasterling@ilcao.org
Counties served:	LAWRENCE County	Tentative allocation:	\$ 99,361.00
		Planned units:	28
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-06
Name:	Delegate - Jackson-Vinton County Community Action	Contact:	John Peoples
Address:	14333 State Route 327 North Wellston, OH 45692-0071	Phone:	(740) 384-2729
		Fax:	(740) -
		Email:	jpeoples@jvcai.org
Counties served:	VINTON County JACKSON County	Tentative allocation:	\$ 86,706.00
		Planned units:	25
		Type of organization:	Non-profit organization
		Congressional districts served:	CD OH-18
Name:	Delegate - Jefferson County Community Action Council	Contact:	Lewis Thompson
Address:	114 North 4th Street P.O. Box 130 Steubenville, OH 43952-5130	Phone:	(740) 282-3626
		Fax:	(740) 282-8361
		Email:	weatherization00@hotmail.com

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	JEFFERSON County	Tentative allocation: \$ 81,233.00 Planned units: 25 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-06
Name:	Delegate - KNO-HO-CO Ashland Community Action Commission	Contact:	Larry Vickers	
Address:	120 North Fourth Street Coshocton, OH 43812	Phone:	(740) 662-9801	
		Fax:	(740) -	
		Email:	lvickers@knohoco.org	
Counties served:	ASHLAND County COSHOCTON County HOLMES County KNOX County	Tentative allocation: \$ 149,298.00 Planned units: 41 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-05 OH-16 OH-18
Name:	Delegate - Mt. Pleasant NOW Development Corp	Contact:	Margaret Hamilton	
Address:	13815 Kinsman Road Cleveland, OH 44120-4417	Phone:	(216) 751-0023	
		Fax:	(216) -	
		Email:	mhamilton@mtpleasantnow.org	
Counties served:	CUYAHOGA County	Tentative allocation: \$ 89,628.00 Planned units: 32 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-10 OH-11
Name:	Delegate - Muskingum Economic Opportunity Action Group	Contact:	Bobbie Jo Williams	
Address:	828 Lee St. Zanesville, OH 43701-4930	Phone:	(740) 454-1310	
		Fax:	(740) 454-3717	
		Email:	bobbiejo_meoag@midohio.twcbc.com	
Counties served:	MUSKINGUM County	Tentative allocation: \$ 99,532.00 Planned units: 30 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-18
Name:	Delegate - Ross County Community Action Commission	Contact:	Kiesha Bennett	
Address:	603 Central Center Chillicothe, OH 45601	Phone:	(740) 702-7222	
		Fax:	(740) -	
		Email:	kbennett@rosscac.com	
Counties served:	ROSS County	Tentative allocation: \$ 72,854.00 Planned units: 21 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-18 OH-07
Name:	Delegate - Tri-County (HAP) Community Action	Contact:	Jeremy Boggs	
Address:	50 St. Charles St. Nelsonville, OH 45764	Phone:	(740) 753-3062	
		Fax:	(740) -	
		Email:	jboggs@hapcap.org	

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	PERRY County HOCKING County ATHENS County	Tentative allocation: \$ 155,113.00 Planned units: 44 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-06 OH-07 OH-18
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Name:	Delegate - Warren County Community Services	Contact:	Dan Thompson
Address:	570 North State Route 741 Lebanon, OH 45036	Phone:	(513) 695-2264
		Fax:	(513) -
		Email:	dant@wccsinc.org
Counties served:	WARREN County	Tentative allocation: \$ 62,081.00 Planned units: 17 Type of organization: Non-profit organization	Congressional districts served: <u>CD</u> OH-03 OH-02

Name:	East Akron Neighborhood Development Corp	Contact:	Anna Deger
Address:	1035 Rosemary Blvd. Suite J Akron, OH 44306	Phone:	(330) 773-2095
		Fax:	(330) -
		Email:	adeger@eandcorp.org
Counties served:	SUMMIT County	Tentative allocation: \$ 74,951.00 Planned units: 21 Type of organization: Non-profit organization	Congressional districts served: <u>CD</u> OH-13 OH-17

Name:	Ground Level Solutions, Inc.	Contact:	John Johnson, Jr. - Vice Chair
Address:	4236 East Broad Street Columbus, OH 43213	Phone:	(614) 861-7992
		Fax:	(614) 861-7789
		Email:	johnsonj@groundlevelsolutions.org
Counties served:	MORROW County RICHLAND County FRANKLIN County	Tentative allocation: \$ 287,461.00 Planned units: 80 Type of organization: Non-profit organization	Congressional districts served: <u>CD</u> OH-12 OH-07 OH-15

Name:	Hancock-Hardin-Wyandot-Putnam CAC, Inc.	Contact:	Bob Peeple
Address:	122 Jefferson Street P.O. Box 179 Findlay, OH 45839	Phone:	(419) 423-3755
		Fax:	(419) -
		Email:	rpepple@hhwpcac.com
Counties served:	HANCOCK County HARDIN County ALLEN County PUTNAM County WYANDOT County	Tentative allocation: \$ 220,354.00 Planned units: 61 Type of organization: Non-profit organization	Congressional districts served: <u>CD</u> OH-05 OH-04

Name:	IMPACT Community Action	Contact:	Cheryl Grice
Address:	700 Bryden Rd. Columbus, OH 43215	Phone:	(614) 258-8702
		Fax:	(614) -
		Email:	cgrice@impactca.org

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	FRANKLIN County	Tentative allocation: \$ 409,965.00 Planned units: 114 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-15 OH-07 OH-12
Name:	LEADS	Contact:	Terry Boehm	
Address:	160 Wilson Street Newark, OH 43055	Phone:	(740) 345-4566	
		Fax:	(740) -	
		Email:	tboehm@leadscaa.org	
Counties served:	LICKING County	Tentative allocation: \$ 95,342.00 Planned units: 26 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-18 OH-12
Name:	Lorain County Community Action Agency, Inc.	Contact:	Sam Hitchens	
Address:	506 Broadway PO Box 245 Lorain, OH 44052-0245	Phone:	(440) 204-3164	
		Fax:	(216) -	
		Email:	shitchens@lccaa.net	
Counties served:	LORAIN County	Tentative allocation: \$ 125,451.00 Planned units: 35 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-09 OH-13
Name:	Mahoning Youngstown Community Action Partnership	Contact:	Vesna Vukasinovich	
Address:	Broadway Professional Building 101 Federal Plaza East Youngstown, OH 44505	Phone:	(330) 747-7921	
		Fax:	(330) 747-9266	
		Email:	vvukasinovich@my-cap.org	
Counties served:	MAHONING County	Tentative allocation: \$ 308,976.00 Planned units: 86 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-17 OH-06
Name:	Miami County Community Action Council	Contact:	James Pearce	
Address:	1695 Troy-Sidney Rd Troy, OH 45373-9743	Phone:	(937) 339-2111	
		Fax:	(937) 339-8905	
		Email:	cac@miamiacac.org	
Counties served:	MIAMI County	Tentative allocation: \$ 76,689.00 Planned units: 21 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-08
Name:	Mid-Ohio Regional Planning Commission #140	Contact:	Tom Andrews	
Address:	111 Liberty Street Suite 100 Columbus, OH 43215	Phone:	(614) 223-4105	
		Fax:	(614) -	
		Email:	tandrews@morpc.org	

DOE F 540.5

U.S. Department of Energy

OMB Control No. 1910-5127

(08/05)

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

Expiration Date: 6-30-08

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	FRANKLIN County	Tentative allocation: \$ 186,660.00 Planned units: 52 Type of organization: Unit of local government	Congressional districts served:	<u>CD</u> OH-07 OH-15 OH-12
Name:	Neighborhood Housing Services of Toledo, Inc	Contact:	Dora Tharp	
Address:	704 Second St PO Box 8125 Toledo, OH 43605	Phone:	(419) 691-2900	
		Fax:	(419) 691-2999	
		Email:	dtharp@nhstoledo.org	
Counties served:	LUCAS County	Tentative allocation: \$ 354,925.00 Planned units: 99 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-09 OH-05
Name:	Northwestern Ohio Community Action Commission	Contact:	Kelly Feeney	
Address:	Plaza Center 1935 East Second Street Defiance, OH 43512-2592	Phone:	(419) 784-2150	
		Fax:	(419) -	
		Email:	kfeeney@nocac.org	
Counties served:	FULTON County HENRY County DEFIANCE County VAN WERT County WILLIAMS County PAULDING County	Tentative allocation: \$ 165,719.00 Planned units: 46 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-05
Name:	Ohio Heartland Community Action Commission	Contact:	To Be Announced	
Address:	125 Fairview Marion, OH 43302-1812	Phone:	(740) 387-1039	
		Fax:	(740) -	
		Email:	karenw@ohcac.org	
Counties served:	CRAWFORD County MARION County	Tentative allocation: \$ 117,107.00 Planned units: 33 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-04 OH-05
Name:	People Working Cooperatively	Contact:	Nina Creech	
Address:	4612 Paddock Rd. Cincinnati, OH 45229	Phone:	(513) 351-7921	
		Fax:	(513) 351-2734	
		Email:	creechn@pwchomerepairs.org	
Counties served:	HAMILTON County	Tentative allocation: \$ 460,451.00 Planned units: 128 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-02 OH-01
Name:	Pickaway County Community Action Organization, Inc.	Contact:	Jennifer Moyer	
Address:	469 E. Ohio Street P.O. Box 67 Circleville, OH 43113-0067	Phone:	(740) 477-1655	
		Fax:	(740) -	
		Email:	jmoyer@picca.info	

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	PICKAWAY County	Tentative allocation: \$ 52,313.00	Congressional districts served:	<u>CD</u> OH-07
		Planned units: 15		
		Type of organization: Non-profit organization		

Name:	SOURCES Community Network Services	Contact:	Richard Goodwin
Address:	420 N. Brandon Ave. Suite A Celina, OH 45822	Phone:	(419) 584-1550
		Fax:	(419) -
		Email:	rgoodwin.sourcescns@roadrunner.com

Counties served:	AUGLAIZE County MERCER County	Tentative allocation: \$ 57,601.00	Congressional districts served:	<u>CD</u> OH-04 OH-08 OH-05
		Planned units: 16		
		Type of organization: Non-profit organization		

Name:	Stark County Community Action Agency	Contact:	Kim Parker
Address:	1366 Market Ave. N. Canton, OH 44714	Phone:	(330) 452-9823
		Fax:	(330) 452-8172
		Email:	kim.parker@sccaahwap.org

Counties served:	STARK County	Tentative allocation: \$ 201,287.00	Congressional districts served:	<u>CD</u> OH-16
		Planned units: 56		
		Type of organization: Non-profit organization		

Name:	Summit Cty Dept of Planning & Economic Development	Contact:	Ken Knodel
Address:	175 S. Main St., Room 207 Akron, OH 44308-1308	Phone:	(330) 643-8760
		Fax:	(330) -
		Email:	kknodel@summitoh.net

Counties served:	SUMMIT County	Tentative allocation: \$ 291,882.00	Congressional districts served:	<u>CD</u> OH-17 OH-14 OH-13
		Planned units: 81		
		Type of organization: Unit of local government		

Name:	Tri-County CAC of Champaign, Logan, and Shelby Counties	Contact:	Tran Porter
Address:	1771 County Rd. 130 Bellefontaine, OH 43311	Phone:	(937) 593-0034
		Fax:	(937) -
		Email:	tporter@tricountycls.com

Counties served:	SHELBY County LOGAN County CHAMPAIGN County	Tentative allocation: \$ 96,569.00	Congressional districts served:	<u>CD</u> OH-04
		Planned units: 27		
		Type of organization: Non-profit organization		

Name:	Trumbull Community Action Program	Contact:	Robert Kren
Address:	1230 Palmyra Rd. SW Warren, OH 44485	Phone:	(330) 393-2507
		Fax:	(330) 393-4197
		Email:	rkren@tcaphelps.org

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

State: OH Grant Number: EE0000074 Program Year: 2012

Counties served:	TRUMBULL County	Tentative allocation: \$ 155,209.00 Planned units: 43 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-17 OH-14
Name:	Wood Sandusky Ottawa Seneca CAC Inc	Contact:	Terry Jacobs	
Address:	1518 East County Road 113 P.O. Box 277 Green Springs, OH 44836	Phone:	(419) 639-2802	
		Fax:	(419) -	
		Email:	tjacobs@wsos.org	
Counties served:	SANDUSKY County OTTAWA County WOOD County SENECA County ERIE County HURON County	Tentative allocation: \$ 284,349.00 Planned units: 79 Type of organization: Non-profit organization	Congressional districts served:	<u>CD</u> OH-05 OH-09

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Ohio's climate indicates that its housing stock requires weatherization. The climate of Ohio is classified as humid-continental warm summer type according to the most widely used system of climate classification in the United States (Koppen climate classification Dfa). The general characteristics of Ohio's climate are: (1) pronounced seasonal shifts of temperature; (2) alternation of high and low-pressure air masses that produce irregularly-spaced changes of weather; (3) a winter season which is dominated by polar continental air masses that produce dry, cold weather, but which is broken intermittently by brief interjections of tropical maritime air bringing wet warmer weather; (4) a summer season dominated alternately by tropical maritime and continental tropical air masses producing high temperatures and frequently high humidity; (5) somewhat higher rainfall in the summer half of the year than in the winter; (6) considerable annual range of temperature; (7) small diurnal range of temperature, especially in summer; (8) prevailing winds from the west, northwest, or southwest; (9) moderate cloud cover in summer and a much higher percentage of cloudiness in winter; (10) occasional tornadoes, especially in the early spring. (Source: The Ohio Department of Natural Resources).

Ohio Providers use the following weather stations when using their computer audits.

Akron, Ohio
Cincinnati, Ohio
Cleveland, Ohio
Columbus, Ohio
Dayton, Ohio
Toledo, Ohio
Youngstown, Ohio
Fort Wayne, Indiana

III.3 Weatherization Work

III.3.1 Type of Work to Be Done

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

**TABLE 1
OHIO BUILDING CLASSIFICATION AND DESCRIPTION**

TYPE A Wood Frame Home with Full Basement and Open Joist Attic

TYPE B Wood Frame Home with Crawl Space and Open Joist Attic

TYPE C Wood Frame Home with Combination Crawl Space/Basement and Open Joist Attic

TYPE D Wood Frame Home with Slab Foundation and Open Joist Attic

TYPE E Wood Frame Home with Full Basement and Kneewall Attic

TYPE F Wood Frame Home with Post Foundation and Open Joist Attic

TYPE G Block, Concrete, or Log Home (Solid Wall) with Slab Foundation and Open Joist Attic

TYPE H Mobile Home with Post Foundation

TYPE I Block, Concrete, or Log Home (Solid Wall) with Basement and/or Crawl Space and Open Joist Attic

**TABLE 2
REQUIRED MEASURES LIST FOR 1 - 4 UNIT BUILDINGS**

Uniform Measures [1]

Uninsulated Ceilings with existing less than an effective R-19, insulate to R-38 [2]

Uninsulated Walls to R-15

Uninsulated Floors to R-19 [3] or perimeter insulation to R-11 in crawl spaces, basements [4]

[1] Includes measures presumed cost effective as identified in Ohio's waiver audit approval request:

-Air Leakage (as determined by required blower door testing)

-Water Heater Insulation (always installed unless a technical or safety problem exists which is beyond the scope of WAP to correct)

-Furnace Tune-up (as determined by diagnostic equipment and required inspection procedures)

-Duct Insulation in non-conditioned areas

-Duct Sealing

-Low-flow Showerhead (as determined by inspector and client)

[2] R-value to be installed may vary due to attic configuration and results of NEAT calculations.

[3] R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned, this priority is not applicable.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

[4] Perimeters are insulated in conditioned basements, crawl space, or combinations if:

- A. Inhabitant activity suggests the insulation will remain in place undamaged;
- B. Moisture can be controlled.

[5] Electrical Baseload measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards. OCA will allow the following electric base load measures with DOE funds: compact florescent light bulbs, refrigerators and electric domestic hot water measures which include hot water tank insulation faucet aerators and low flow shower heads. OCA wants to assure DOE that we will not spend DOE funds on the following electric base load measures: stand-alone freezers, refrigerators with through the door ice and water and insulated water bed covers.

[6] Incidental energy - related repairs that do not exceed \$600.00, including labor and material.

[7] Energy - related Health and Safety measures as described within Section III.4 of this plan.

OPTIONAL MEASURES LIST FOR 1 - 4 UNIT BUILDINGS

Partially Insulated Attics with existing insulation equal to or greater than an effective R-19

Storm Windows over single pane windows

Thermal Vent Damper

Electric Vent Damper

Intermittent Ignition Device (IID)

Electric Vent Damper plus IID

Flame Retention Burner

Replacement Heating System (for efficiency improvements)

High Efficiency Furnace (for efficiency improvements)

Optional measures are measures that are to be selected by NEAT, but cannot be installed unless achieving a SIR of 1 or greater, as described in Ohio's waiver audit approval request.

TABLE 3

REQUIRED MEASURES LIST FOR MANUFACTURED UNITS (Mobile Homes)

Shell Measures

Type- Bowstring Roof

Natural Gas Heating Fuel

Add more insulation if:

>the existing ceiling insulation is less than an effective R-9

>the existing wall insulation is less than an effective R-5

>the existing floor insulation is less than an effective R-5

All Other Heating Fuel Types

Add more insulation if:

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

- >the existing ceiling insulation is less than an effective R-11
- >the existing wall insulation is less than an effective R-5
- >the existing floor insulation is less than an effective R-7

Type- Factory-Built Pitched Roof

Natural Gas Heating Fuel

Add more insulation if:

- >the existing ceiling insulation is less than an effective R-19
- >the existing wall insulation is less than an effective R-16
- >the existing floor insulation is less than an effective R-11

All Other Heating Fuel Types

Add more insulation if:

- >the existing ceiling insulation is less than an effective R-19
- >the existing wall insulation is less than an effective R-16
- >the existing floor insulation is less than an effective R-16

A MHEA audit must be run for structures outside of these construction details.

The following are mandatory on all units:

- Air Leakage (as determined by required blower door testing)
- Water Heater and hot water pipe insulation (always installed unless a technical or safety problem exists which is beyond the scope of WAP to correct)
- Furnace Tune-Up (as determined by diagnostic equipment and required inspection procedures)
- Duct Sealing (as determined by visual inspection and duct testing procedures as outlined in the Weatherization Program Standards)
- Low flow Showerhead (as determined by inspector and client)
- Electrical Baseload (as determined by metering of appliances or audit-gathered data on usage using section 1506-6 of the Weatherization Program Standards) OCA will allow the following electric base load measures with DOE funds: compact florescent light bulbs, refrigerators and electric domestic hot water measures which include hot water tank insulation faucet aerators and low flow shower heads. OCA wants to assure DOE that we will not spend DOE funds on the following electric base load measures: stand-alone freezers, refrigerators with through the door ice and water and insulated water bed covers.

Incidental energy - related repairs that do not exceed \$600.00, including labor and materials.

Energy - related Health and Safety measures as described within Section III.4 of this plan.

TABLE 4

PRIORITY LIST FOR INDIVIDUALLY-HEATED MULTI-FAMILY BUILDINGS WITH 5 OR MORE UNITS, BUT WITH 3 OR LESS STORIES ABOVE GRADE (LOW RISE).

Subject to Priority Rating by Housing Type applicable to 1-4 unit buildings

Building Classification Types A B C D E F G I

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Uniform Measures

Uninsulated Ceilings with existing insulation less than R-19, insulate to R-38 1 1 1 1 1 1 1 1

Uninsulated Walls to R-15

Uninsulated Floors to R-19 [1]

Uninsulated Perimeters to R-11 [2]

[1] Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned, this priority is not applicable.

[2] Perimeters are insulated in conditioned basements, crawl spaces or combinations if:

A. Inhabitant activity suggests the insulation will remain in place undamaged;

B. Moisture can be controlled.

Other Measures

Electrical Baseload measures that are determined to be cost-effective based upon the results of a computerized audit or using section 1506-6 of the Weatherization Program Standards. OCA will allow the following electric base load measures with DOE funds: compact florescent light bulbs, refrigerators and electric domestic hot water measures which include hot water tank insulation faucet aerators and low flow shower heads. OCA wants to assure DOE that we will not spend DOE funds on the following electric base load measures: stand-alone freezers, refrigerators with through the door ice and water and insulated water bed covers.

Incidental energy - related repairs that do not exceed \$600, including labor and materials.

Energy - related Health and Safety measures as described within Section III.4 of this plan. However, an investment on the part of the building owner is required.

TABLE 5

CENTRALLY HEATED MULTI-FAMILY BUILDINGS

Centrally heated multi-family buildings with 5 or more units or buildings with 4 stories or more (High Rise), will be treated based on EA-QUIP audit results and will still require the Office of Community Assistance's prior written authorization.

Typical Measures:

>Tune up and repair of the central heating system, distribution system

>Tune up and repair of the central domestic hot water system

>Attic insulation

>Wall insulation

>Basement/Crawlspace insulation

>Air sealing

>Electric Baseload

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

III.3.2 Energy Audit Procedures

Ohio has adopted the re-weatherization date of September 30, 1994. The priority will remain to serve dwelling units that have not received prior services. All dwelling units completed prior to September 30, 1994, must have a DOE energy audit (such as NEAT) performed to cost justify measures being installed.

ADVANCED ENERGY AUDIT PROCEDURES

Ohio uses the National Energy Audit Tool (NEAT) energy audit (or other DOE approved audits) to assess buildings that fall outside of the typical housing types defined above. The audit must be used when existing insulation at or above R-19 is found in the attic, repair costs needed to install a measure will be added to the installation cost of that measure, optional measures are to be installed, or mechanical systems will need to be replaced for efficiency reasons. This audit may also be employed when electrical Baseload measures (i.e... lighting or refrigerator appliance replacements) are being considered.

For manufactured units (mobile homes) and centrally heated multi-unit (more than 4 unit) buildings, (neither of which comprise more than one third of the units completed in Ohio) the following approaches shall be used:

1. Manufactured units. Work shall be done according to the required measures list. See TABLE 3 (page 3 of 26) for the measures list for manufactured units. The required measures (wall and attic insulation) can be installed if a MHEA indicates a benefit-cost ratio of six or greater or a savings-to-investment ratio of one or greater. The appropriate air leakage work will be determined based on the use of a blower door.
2. All high-rise (four stories or higher) or centrally-heated multifamily buildings with five or more units will be individually audited using EA-QUIP or another approved audit. Providers can hire an outside engineering firm to perform an audit on this type of building. Any audit performed by an outside engineering firm must evaluate the interactive effects of the various energy efficiency measures, as per the WPS section 905. All work on this type of building must receive prior Office of Community Assistance written approval.
3. Individually heated multi-family units in buildings with 5 or more units, but with 3 or less stories above grade, will be subject to the required measures list applicable to 1 - 4 unit buildings (TABLE 2 see page 2 of 26). This information is listed in Table 4. In all cases, the ODOD reserves the right to limit expenditures per unit or to limit specific retrofits if ODOD determines that a local provider is not appropriately approaching the work being performed on units.

BASIC ENERGY AUDIT PROCEDURES

CONDUCTION

In 1980, Ohio identified a set of nine standard dwelling types categorized on details of attic, wall, and foundation construction. See TABLE 1 (see page 2 of 26) for Ohio's Basic Housing Types. Ohio's waiver request was based on standard measures lists for 1 - 4 unit buildings which meet one of the 8 standard dwelling types for site-built homes (the ninth type is a manufactured unit to which the National Energy Audit Tool [NEAT] does not apply). Required conduction retrofits are based on a Savings-to-Investment Ratio (SIR) of 1 or greater based on the NEAT measures selection process. The list of required measures includes Uniform Measures (based on a list of DOE approved presumptively cost-effective measures, and

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

the use of diagnostic equipment) and attic, wall, and floor or perimeter insulation. See TABLE 2 (see page 2 of 26) for the list of required measures for 1 - 4 unit buildings. Other measures may still be installed if NEAT calculations indicate a SIR of 1 or greater.

The net result of the required measures list is that units receive all possible conductive envelope measures. Our past research (DOE's most recent waiver approval dated September 28, 2006) has shown that for our climate, average job costs, and average fuel costs, it would be highly unlikely that an audit would prove any part of the envelope insulation not to be highly cost-effective. This approach of doing all envelope measures is also strongly supported by previous evaluations. Results of fuel savings studies performed by Quantec LLC for units completed in PY'03, by Proctor Engineering Group on units completed in PY'94, and a study by Cleveland State University (CSU) on PY'88 units shows continued energy savings in completed homes where weatherization activities occurred and continues to support the development of this approach.

It is unlikely that an individual audit of a unit would alter this approach to envelope retrofits except in very rare instances. The time and resource savings due to the required measures approach, as well as the opportunity it provides to concentrate training on these known measures, are considered important elements of our overall program design. It should also be noted that an individual audit - which is, after all, only an estimate of potential savings - may not in the long run prove any better at predicting savings for "marginal" retrofits (i.e. those close to NEAT's cutoff SIR of 1) than using a required measures list and continuing to incorporate consumption study results into program design.

CONVECTION

The NEAT can only predict the savings based on stemming losses due to direct or indirect air movement in a structure based on estimated costs and CFM50 reductions. This weakness is generally shared by most residential audits. Those that attempt to assign a value to this area based on visual inspection are, at best, suspect. With the advent of blower door technology, however, Ohio's approach in this area finally solidified. Since PY'88 we have encouraged blower door use in various ways, but in PY'96 the revised Weatherization Program Standards (WPS) fully incorporated the use of blower doors as the primary tool for diagnosing air leakage problems and prescribing effective types and levels of air leakage work. Ohio's inspection procedures and blower door protocol are as rigorous as any we have examined, and are designed to quickly and effectively arrive at unit-specific solutions to problems involving leakage, bypass, air quality, moisture, and pressure balancing. The WPS also deal extensively with the prioritization of individual air leakage measures in order of cost-effectiveness. A set of guidelines were developed to aid in determining cost effective air sealing. The guidelines are based on Degree Days, fuel type and cost, seasonal efficiency and the Lawrence Berkeley Labs climate correction factors. The guidelines are based on a five year payback, with a 10 year life of measure used by NEAT. This conservative approach will assure that jobs completed using the guidelines will always pass the NEAT audit, which can only predict savings post-retrofit.

Also, Ohio's program has been tracking and actively assesses the quality of work being done in addressing air leakage reductions. The Ohio Variables End Results Air Leakage Level Scale (OVERALLS) was developed in the late 1980's and in conjunction with the Building Tightness Limits (BTLs) and the Series Leakage (Zone test), these diagnostic tests have been used to assist local providers' staff with addressing and targeting air leakage within individual dwelling units.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

HEATING APPLIANCES

Our general approach in this area is to ensure that all heating units are safe, operate at a combustion efficiency reasonably close to design specifications, and properly deliver heat as required. All units, where applicable, receive an electronic combustion efficiency test to determine that oxygen, carbon monoxide, stack temperature, and smoke are within acceptable tolerances. Correction is required where this is not the case. The distribution system - often the part of a heating unit with the greatest savings potential - is addressed as necessary by sealing ducts, insulating ducts (in unheated areas) and adjusting anticipator and limit settings, among other procedures. The WPS inspection standards for heating system safety and efficiency are necessarily much more comprehensive than can be conveyed here. Heating appliances which pose an occupant health and safety hazard may be replaced as described under the health and safety section of this plan. (Further guidance can be found in Weatherization Program Standards).
http://www.development.ohio.gov/community/ocs/HWAP_ProgramStandards.htm

CONSUMER EDUCATION

Studies have shown that consumer education is a valuable adjunct to the weatherization work described above, both by creating additional initial savings and by extending the persistence of savings achieved by other measures.

Ohio's consumer education program has proven to be an effective way of maximizing the impact of the energy efficiency measures installed by the WAP by providing information concerning energy efficiency practices to WAP recipients.

WAP providers are required to provide comprehensive consumer education to each eligible occupied unit. The following describes the consumer education approach.

- Providers are required to provide energy education counseling to all WAP recipients/partners and complete a home energy checklist. The purpose of the checklist is to obtain information about the WAP recipient's energy use practices so that the energy education can focus on the recipient's needs and situation.
- Providers are also required to complete an energy savers partnership plan for all WAP recipients. The purpose of the energy savers partnership plan is to identify the specific energy efficiency actions that WAP is responsible for completing and those actions that the WAP recipient is responsible for implementing. The recipient's actions will be formulated with input from the consumer and individualized to his/her needs and situation. This partnership plan must be completed at the consumer's home.
- Providers are recommended to install a Plate Pal into all one to four unit homes that receive an initial inspection. The Plate Pal is a device that shows the temperature and the humidity levels within the room. This allows the consumer to identify situations where there may be high or low humidity levels. As part of the education process, the auditors instruct and leave information with the consumer on ways to adjust the humidity levels and what the optimum range of temperature and humidity should be to feel comfortable.
- Providers are required to provide appropriate energy efficiency written materials. The "Do-Your-Part"

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

brochure was developed to visually mesh the WAP work with the actions that the consumer can implement.

- Providers are required to complete a follow-up contact on a minimum of 25% of completed units, three to twelve months after the final home visit to reinforce the actions agreed upon in the partnership plan. Follow-up visits will be targeted to households with a high potential for consumption reductions based on the initial consumer education visit.

The Office of Community Assistance will focus its consumer education efforts on ways to improve the impact of the partnership plan on non-heating utility costs, on ways to improve the follow-up contact process, and on updating the written materials.

Finally, Ohio's hybrid approach allows for continued improvement and modification based on evaluation study results and changes in the state of the art. As described above, the protocol approach to conduction, convection, heating appliances and consumer education has all the advantages of an audit in terms of output for the vast majority of units weatherized in Ohio. We intend to continue to strengthen this approach through a better focus on training and the incorporation of recommended results from future and previous evaluation studies.

Ohio submitted multi-family energy audit process for DOE approval on 6/1/11. Ohio received questions on the process from DOE in January 2012 and Ohio responded in March 2012. We are awaiting approval of the audit process.

<u>Unit Types</u>	<u>Audit Procedures and Dates Most Recently Approved by DOE</u>
Single-Family	NEAT based priority list (or other DOE approved audits) with exceptions. Date of DOE approval 09/28/06 for NEAT audit waiver.
Multi-Family	EA-QUIP or other DOE approved audit for buildings that are centrally heated with 5 units or more, or are 4 or more stories above grade. Priority list or other DOE approved audits for individually heated buildings which are 3 story or less.
Mobile Home	Manufactured Home Energy Audit (MHEA) or other DOE approved audit. *** Based upon approval, Ohio will use a priority list that was developed using the latest MHEA software. Exceptions to the standard mobile home types will require the use of MHEA.

III.3.3 Final Inspection

As specified in 10 CFR 440.16(g), no dwelling unit will be reported to ODOD as completed until the Sub grantee, or its authorized representative, has performed a final inspection and certified that applicable work has been completed in compliance with the Weatherization Program Standards (WPS) and in accordance with the priorities as determined by the Building Classification Housing type priority list or as determined by a DOE approved energy audit.

III.3.4 Assessment of Effectiveness

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Ohio has a history of large-scale evaluations of the effectiveness of the WAP. The last evaluation done of the PY'03 program indicated the net savings achieved by the weatherization program is on average, 21% of the pre-consumption. This is a little lower than the PY'94 evaluation indicated, but it is believed that this is attributable to actions made by non-participants of the program due to increasing fuel costs (in other words, non-participants were taking actions to reduce usage on their own). The participants of the weatherization program showed savings of 25.3% compared to their pre-consumption for gas used in space heating. This is a dramatic increase over the results of the PY'88 program evaluation when an average savings of 19% for gas used in space heating was attained. Since the households that heat with gas are the greatest majority (85%) of units in Ohio, this average savings has widespread economic benefits. The full evaluation of the PY'03 program encompassed the impact of the program, the process of

administering the program, along with the training activities that are obtainable by WAP providers through the state training center and at national and regional training conferences (DOE National, Midwest Regional, Affordable Comfort). Many recommendations were made by Quantec LLC (for the Office of Community Assistance, for the OWTC, and for Local Providers) as a result of this full evaluation, some of which are listed below. The Ohio program has already begun taking steps to address these recommendations and will continue to take steps to improve the delivery of the weatherization program.

IMPACT Evaluation

- >Obtain applicant's energy usage histories and base the installation of measures on this pre-consumption information
- >Implement tools to track jobs completed with funding from leveraged sources (i.e., utility weatherization)
- >Improve tracking of labor costs with regard to specific retrofits on completed units

PROCESS Evaluation

- >Improve communications between the Office of Community Assistance, the local providers, utilities, the training center and enhance the communication role of the Policy Advisory Committee
- >Streamline the Weatherization Program Standards (WPS) and utilize the Field Guide more frequently
- >Update and revise the Policy and Procedures Manual and move towards a searchable, electronic version
- >Explore opportunities for joint funding of weatherization training
- >Review customer education "best practices" for the Ohio program and emphasize client follow-up

TRAINING Evaluation

- >Conduct a comprehensive needs assessment of the knowledge and skills needed for specific weatherization duties
- >Develop a standard metric to measure and track training efficiency
- >Improvement in tracking and analysis of student records, evaluations, and other information
- >Update the training curricula more frequently
- >Give training and continuing education the importance it deserves
- >Development of individual learning plans should assist students in tracking and achieving continuing education goals
- >Determination of the education needed by contractors working within the program

Ohio's technically innovative approach to weatherization has not only reduced the energy consumption (along with the corresponding utility bills) of our customers, but has had an effect on improving consumer payment behavior (frequency, payment amounts) and their health and safety within their homes. Also, Ohio has seen positive impacts upon the environment and the State's overall economy.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

III.4 Health and Safety

Grantee Health and Safety

In accordance with the Final Rule and Weatherization Program Notice (WPN) 11-6, the Office of Community Assistance shall adopt the following approach to implementing health & safety measures. Local providers shall comply with all applicable State and Local building codes and regulations.

The State of Ohio provides its sub-grantees with an allocation of funds, identified as a budget line item, to be used for required Health and Safety activities on dwelling units being weatherized. Multiple funding sources are used for Health and Safety repair measures. Specific health and safety related measures are reported separately in the OATS / OCEAN data systems. The purchase of and maintenance of personal protective equipment and other safety equipment is allowed. Each grantee has a local Training and Technical Assistance budget and those funds may be used to provide training and certifications as needed to address health and safety issues.

Ohio will budget 15% of DOE funds for Health and Safety measures. Historically, this is the percentage that has been budgeted. Ohio tracks Health and Safety labor and materials costs on its Building Weatherization Reports (BWRs) which populate a statewide database making it possible to track and manage all health and safety costs.

Health and Safety Budget Calculations

Budgeted Program Operations (from Section B)

\$5,891,304.00

Projected Units to be completed @ \$6,769.00 ACPU

2,400

Calculated ACPU (Program Operations / Projected Units)

\$2,454.71

(From Table on page 3 of 43 within Annual File)

Budgeted Program Operations (from Section B)

\$5,891,304.00

Percentage planned for Health and Safety expenditures

15%

Calculated amount for Health and Safety based upon percentage

\$883,696.00

ODOD encourages grantees to maintain coverage for Pollution Occurrence Insurance (POI), but no longer makes it a mandatory requirement for the program.

Client Health and Safety

The Office of Community Assistance is continuing to develop, update and implement the Weatherization Program Standards (WPS) to outline the uniform technical weatherization procedures and policies that follow. The WPS was designed to be included in Ohio's HWAP Policy and Procedures Manual, Volume II, Chapter E, Quality Control, however, due to the size of the document, has become a stand-alone document. The WPS contains sections which detail inspection and diagnostic protocols, along with corrective actions and policies regarding areas of concern for client health and safety. The WPS is used as the basis for all training sessions being developed or being available to weatherization crews/contractors working in the program.

Clients must be informed of any Health and Safety risk discovered during the inspection process. In the case of a rental property, the property owner and/or authorized agent also must be notified. As potential hazards are identified, they are to be analyzed in terms of their severity and how they will be addressed, up to and including deferral. If a

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

potential hazard cannot be properly addressed using HWAP funds, the agency should notify the customer in writing (see "Deferral Policy").

Allowable HWAP measures fall into three broad categories: Energy Conservation Measures (ECMs), Incidental Repairs, and Health and Safety Measures. ECMs are incorporated into Ohio's Priority List of Measures and/or can be cost-justified with a savings-to-investment (SIR) ratio of 1.0 or greater. Incidental Repairs are defined as repair materials and installation performed because they are deemed necessary for the effectiveness of one or more ECMs, and are recorded in two categories on Ohio's Building Weatherization Reports (BWRs): Additional Repair and Tuneup/Repair. The sum of these categories may not exceed the \$600.00 limit for materials and labor for Incidental Repairs. References to these categories in this plan carry this limitation. Incidental Repairs must be justified in the client file with an explanation for their need and relationship to a specific ECM or group of ECMs as required in WPN 12-09. Health and Safety measures are measures necessary to maintain the physical well-being of both the occupants and/or weatherization workers where the actions are necessary as a result of weatherization work. Measures not included on the Ohio Priority List of Measures must be evaluated to determine if they can be cost-justified with a SIR of 1.0 or greater, and therefore be considered an ECM before using funds from the Health and Safety category. Additionally, any Incidental Repair must follow guidance outlined in WPN 12-09. Historically, Ohio has been very technically strong in understanding and implementing codes administered by the National Fire Protection Association (NFPA) and has implemented these procedures as part of the standard package of ECMs installed on homes. Previous evaluations of the Ohio HWAP program have shown that the cost effectiveness of the program falls below the 1.0 SIR threshold when Health and Safety measures such as a heating appliance, a domestic hot water heater, or a electric service panel upgrade were included. However, evaluating the program without those specific appliances included, showed the HWAP program to be very cost effective with an approximate 1.8 SIR. (See evaluations previously identified in section III.3.2).

Components of Health and Safety in regards to Weatherization

Air Conditioning and Heating Safety

"Red tagged", inoperable, or nonexistent heating system replacement or installation is allowed where climate conditions warrant unless prevented by other guidance herein. As described in section III.2 Climate Conditions, Ohio's climate requires weatherization and is considered a "heating climate", therefore, Ohio will be addressing heating system replacement under the HWAP program.

Heating appliances (i.e. furnaces, boilers, vented space heaters) are to be repaired or replaced when the existing unit is not operational, unsafe, or non-existent. This is to ensure that steps are taken to eliminate unsafe levels of carbon monoxide in the living area or to risk the safety of the inspector while attempting to obtain diagnostic readings of an unsafe appliance. Justification documentation and photos demonstrating the specific issue(s) with the existing system must be in the customer file. Trained staff must first attempt to cost justify heating system replacement and install as an ECM. If not cost-justified, the system and all components must be charged to Health and Safety. Repairs may be charged to the Tune-Up/Repair category not to exceed the limits stated above. Customer education must be performed to explain the importance of appropriate use and maintenance of the replacement unit. In addition, the sub-grantee must discuss the proper disposal of bulk fuel tanks, when applicable.

Appliances and Water Heaters

Replacement of water heaters using Health and Safety funds is allowed on an individual basis under the conditions outlined and described in the WPS, section 301.4 *MECHANICAL SYSTEMS INSTALLATION – Domestic Hot Water*. Sub-grantee must ensure that the replacement unit drafts properly in worst case, depressurization scenario and that the combustion analysis readings of unit are within the appropriate guidelines.

Replacement and installation of appliances other than water heaters, such as cook stoves, washing machines, or

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

clothes dryers, are not allowable Health and Safety costs.

The cost to clean and adjust the gas pressure to eliminate the production of carbon monoxide in a cook stove (stove top burners or oven) may be charged to regular funding, not Health and Safety. However, the installation of any parts to the cookstove (ie. pressure regulator, orifices, proper, flexible range connectors) may be charged to the Tuneup/Repair category.

Customer education must be performed to explain the importance of appropriate use and maintenance of the replacement unit. In addition, the sub-grantee must remove and properly dispose of the old heater.

Asbestos – in siding, walls, ceiling; in vermiculite; on pipes, furnaces, other small covered surfaces

The cost of generally removing and/or abating asbestos is prohibited. Where providers work on large heating and distribution systems, including related piping, the cost of asbestos removal or other less costly approaches such as encapsulation is allowed to the extent that documented energy savings resulting from the measure (to include the cost of the work plus the cost for the removal or encapsulation) will demonstrate a 1.0 or greater SIR. However, in all cases, compliance with all codes and EPA regulations is required. The cost of permanently removing asbestos-containing, cementitious siding materials remains prohibited, however, it is allowable to remove and re-install such type of siding material to insulate the sidewalls of eligible units. This shall be performed by a person trained in safe work practices. However, cutting or drilling the cementitious siding material remains prohibited. Based upon the concerns over the possible presence of asbestos in vermiculite insulation that may be found in homes, the Office of Community Assistance distributed a memo in April 2006 outlining protocols if this type of insulation is found in homes. The protocols include, but are not limited to the following:

Limit exposure

Document the location

"Work wet" to ensure that dust cannot be blown into the living area

Do not install sidewall insulation, due to pressurizing the wall cavities

Seal off the attic hatch and enter the attic from the outside

Perform a blower door pressurization test, do not de-pressurize the interior of the home

Follow all health and safety instruction from the inspector

Wear adequate Personal Protective Equipment (PPE)

During Program Year 2007, trainings on Pollution Safe Work Practices (now called Weatherization Associated Safety Awareness) began to be offered. This included trainings on working with different pollutants that may be found within the home (lead, vermiculite, asbestos, mold, and mildew) and is a comprehensive approach to dealing with hazards when found in the home by weatherization workers.

A discussion with the customer on any identification of potential asbestos in the home must occur. Customer must be instructed to not disturb potential asbestos if identified on heating pipes, distribution systems, cementitious siding materials or within vermiculite insulation. Sub-grantee must ensure that the customer has been explained the precautions that will be taken by the weatherization crews/contractors. If it is determine that weatherization work cannot be performed without creating a hazard, the work must be deferred. The client is to be informed in writing of the potential hazard and the sub-grantee must not return to perform measures until an Asbestos Hazard Emergency Response Act (AHERA) certified professional has issued a clearance statement. A copy of this statement/report must be kept in the customer file.

Biologicals and Unsanitary Conditions – odors, mustiness, bacteria, viruses, raw sewage, rotting wood, etc.

The cost of removal or mitigation of conditions that may lead to or promote biological concerns and unsanitary conditions is allowable to the extent that removal or mitigation is necessary to allow effective weatherization work and/or to assure the immediate or future health of workers and customers. This refers to the repairs of broken sewer/drain pipes or unplugging sewer back-ups.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

The State of Ohio understands that there are unsanitary conditions that put crews and staff at risk and are the responsibility of the customer. Sub-grantees would not be expected to address these conditions. These items may include, but not be limited to, pet or human feces on floors, garbage strewn around the living area, overfilled/backed up toilets, etc.

Addressing bacteria or viruses is not an allowable cost. Deferral may be necessary in cases where a known agent is present in the home that may create a serious risk to occupants or weatherization workers (See "Mold and Moisture.")

Building Structure and Roofing

Auditors must be aware of the structural condition of the dwellings to be weatherized. Rehabilitation of dwellings is beyond the scope of the Weatherization Assistance Program. If it is determined that the dwelling unit is not safe for the crews/contractors and the occupants then planned weatherization activities must be deferred and a referral should be made to a local rehabilitation program, such as the Department of Housing and Urban Development (HUD).

Notify the customer of structurally compromised areas and document with pictures that are to be included in the customer file (see "Deferral Policy").

Code Compliance

Correction of preexisting code compliance issues is not an allowable cost other than where weatherization measures are being conducted. State and local codes (or jurisdiction having authority) must be followed while installing weatherization measures. Condemned properties and properties where "red tagged" health and safety conditions exist that cannot be corrected under the program should be deferred. Notify the customer of observed compliance issues. Health and Safety funds should not be used when the repair of a code issue is a component of an ECM, such as fixing a light fixture to install a CFL bulb. In this case, the cost to repair the fixture should be analyzed to determine cost effectiveness or be charged as Incidental / Additional Repairs not to exceed the limit stated above.

Combustion Gases

Proper venting to the outside for combustion appliances, including gas dryers is required. Repair of all combustion appliance fuel line leaks from the meter to tank to the combustion appliance is required. Correction of venting is allowed when combustion testing indicates a problem and should be charged as regular funding and included as a component of the Tune-up/Repair category (when associated with the heating or water heating appliances) and/or to the Additional Repair category (when associated with the gas dryer). Repair of combustion fuel line leaks may also be from regular funding and be charged to the Tune-Up/Repair category. Combustion testing must include (1) the visual inspections of appliances and venting to ensure adequate clearances to combustibles, and (2) testing natural draft and fan induced draft appliances for proper draft and spillage under worst case depressurization conditions before and after air sealing work on the home. Customer education must be performed to explain the importance of combustion safety and possible hazards.

Drainage

Major drainage issues (for example- earth sloping toward dwelling) are beyond the scope of the Weatherization Assistance Program. Homes with conditions that may create a serious health concern that may require more than incidental/additional repairs should be deferred.

Customer education must be provided to explain the importance of cleaning and maintaining drainage systems, as well as the benefits of landscape design (where applicable).

Electrical, other than Knob-and-Tube Wiring

The cost to correct the presence of electrical system hazards, such as inadequately sized service, improperly grounded service, hazardously located service, inadequately sized or insufficient number of circuits, circuits in poor condition (i.e. live bare wires, etc.) and wiring inappropriate to its location are allowable costs to the Health and Safety category. These costs may be cost-justified if protecting weatherization materials installed in the home and

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

charged to the appropriate ECM. A licensed electrical contractor (if required) shall be used to perform any electrical work needed to correct the hazard.

Customer education must be performed to explain the importance of basic electrical safety/risks and the hazards of overloading circuits.

Electrical, Knob-and-Tube Wiring

As part of the initial inspection process, inspectors/auditors make note of the presence of knob-and-tube wiring and its condition. In some cases, electric utility program funds are used to abate electrical system hazards and install properly sized fuses and breakers to ensure circuits are not overloaded. In attics and sidewalls where knob-and-tube wiring may be in use, the crew/contractor is instructed to install S-type fuses before any insulation is installed. Operations Memo 09-2 dated September 25, 2009 outlines the proper way to address this issue and the approved method of insulating knob-and-tube wiring.

The removal of knob-and-tube wiring and upgrading the wiring system in the attics is allowable to be charged to regular funds as a component of an ECM, if the cost for removal and upgrading (labor and material) is included in the cost to insulate the attic area and all charges result in the measures being cost effective with a 1.0 or greater SIR. If the charges are less than a 1.0 SIR, the cost to remove and upgrade the wiring must be charged to the Health and Safety.

Customer education must be performed to explain the importance of basic electrical safety/risks and the hazards of overloading circuits.

Fire Hazard

Inspectors/Auditors shall also identify potential fire hazards within the dwellings. The WPS, Section 301-1, *MECHANICAL SYSTEMS INSTALLATION Heating Units* includes guidance that govern combustion appliances and their associated venting systems. The guidance outlines how to identify and eliminate potential fire hazards including inadequate clearances between combustion appliance cabinets, venting systems and combustible materials. The WPS also states how to handle potentially dangerous creosote build-up in chimneys and wood stove flues. In Ohio, potential fire hazards are addressed with regular funding or other leveraged funding sources. Required adherence to appropriate NFPA codes when repairing or replacing appliances minimized the potential for fire hazards. Customer education must be performed to explain the importance of addressing any fire hazards within the home. If possible, the auditor should address any potential fire hazards within the scope of the weatherization program, however, the customer must be notified when a fire hazard is identified even if it cannot be treated during the weatherization process.

Formaldehyde, Volatile Organic Compounds (VOCs) and other Air Pollutants

Formaldehyde, tobacco smoke, thinners, solvents, cleaners and other pollutants that are capable of negatively impacting indoor air quality are identified during the initial inspection (and in many cases are discussed by sub-grantee's Intake staff during scheduling). Basic strategies such as proper storage and ventilation are used to eliminate problems. However, this is primarily an occupant responsibility.

The cost of removal of pollutants is allowed and is required if they pose a risk to workers. If pollutants pose a risk to workers and removal cannot be performed or is not allowed by the customer, the unit must be deferred. Removal of pollutants that is not necessary to perform weatherization (i.e. cleaning old paint cans and oil out of garages) is not allowed. Customer education must be performed to explain the importance of safe and proper disposal of household pollutants.

Injury Prevention of Occupants and Weatherization Workers

Workers must take all reasonable precautions against performing work on homes that will subject workers or occupants to health and safety risks. Repairs of stairs and installation of handrails may be conducted only when necessary to effectively weatherize the home and may be charged to regular funds and reported within the

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Incidental/Additional Repair category. For example, if the stairs to the basement are broken and not safe to use, but the heating appliances are located in the basement, then it would be necessary to repair the stairs to effectively weatherize the home.

If the measures are not necessary to perform effective weatherization, then the measures are not allowed. For example, the stairway to the second floor is missing a handrail and the occupants need a railing for stability when going up or down the stairs, this would not be allowed since it is not affecting the weatherization of the home. This would also include the installation of a handicap ramp for entrance into the home.

Workers are to observe if dangers are present that would prevent weatherization. Clients must be informed by Inspectors/Auditors and/or workers of observed hazards and associated risks, when applicable. Many sub-grantees collaborate with local Healthy Homes programs and partner to leverage funding to address trip and fall hazards within households.

Lead Based Paint

The cost of lead paint abatement is prohibited. However, the cost to test building materials for the presence of lead paint and the cost of precautions to prevent causing a lead paint contamination problem while installing weatherization materials is allowable. Lead based paint (LBP) was used on the majority of houses built before 1978. It is probable that LBP is present on houses weatherized by the HWAP that were built before 1978. If lead-base paint may be disturbed (cut, scraped, sawn, drilled, etc.) during the weatherization work, that work shall be done in a "lead-safe" manner. Ohio has transitioned from the Department of Energy approach to the new approach that has been defined by the Environmental Protection Agency (EPA) under the Lead Renovation, Repair, and Painting Rule (LRRP).

Ohio has developed a training that uses the Montana State University Lead Safe Weatherization (LSW) curriculum as the minimum requirement. All field staff will be required to complete this training, which will include a hands-on component. New staff will be required to attend the training within 180 days of their start of employment in the weatherization program. As part of this training, field staff will be instructed on the proper disposal of all construction waste.

In addition to all field staff working on pre-1978 homes being trained in LSW, they must be accompanied by an EPA Certified Renovator while at the job site. The EPA LRRP training is provided by the Ohio Weatherization Training Center along with other entities throughout the state (for example, the University of Cincinnati). A sub-grantee and/or weatherization contractors must have at least one individual who has certified as an EPA Certified Renovator certificate and who will be present at the job sites. In many cases, multiple individuals at an agency may have this certification.

Documentation for training credentials must be on-site with the individuals (i.e. copies of the training certificate or the certification as a Renovator must be available). Cleaning verification and documentation that lead safe weatherization occurred must be within the customer file.

If there is less than 6 Square Feet of wall surface disturbed per room on the interior of the home or less than 20 Square Feet of wall per side on the exterior of the home, the certified renovator in charge of the job will certify this information on the work order, with either an attachment to the work order or similar language written and signed on the work order. Even though the work has disturbed less than the de minimis amounts of paint as specified by the U.S. Environmental Protection Agency (EPA), all work should be performed in a lead safe manner.

If there is more than 6 Square Feet of wall surface disturbed per room on the interior or more than 20 Square Feet of wall per side on the exterior, the following will occur:

A certified renovator must be present on the job to make sure that the procedures are followed as stated in 40CFR Part 745.

Proper containment, signage and testing of the area must be completed according to the code.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Proper record keeping using the Post – Renovation Lead Recordkeeping Checklist must be completed and submitted.

Other required paperwork to include:

Copies of the Certified Renovator and other installers certificates;

Pictures of the containment area with a posting of the job number attached to the containment materials;

Picture(s) of the Approved Wipes alongside the Cleaning Verification Card showing that the cleaning process has passed, with the job number in the picture.

All State of Ohio Technical Field Representatives will have received training in LSW and will also be an EPA Certified Renovator.

All providers are required to provide a copy of “*The Lead-Safe Certified Guide To Renovate Right*”, if applicable, prior to the start of work. This brochure will be given to an adult resident of each pre-1978 residential building to be weatherized and a written acknowledgment that the adult resident has received the brochure, or certify in writing that a brochure had been delivered to an adult resident and the sub-grantee has been unsuccessful in obtaining a written acknowledgement, as directed in the publication. The brochure must be delivered at least seven (7) days prior to the start of the weatherization work beginning, but no more than 60 days prior to beginning work. Confirmation of receipt of this brochure by the customer will be maintained in the customer file. Expendable materials and safety equipment associated with working lead safe (including but not limited to safety suits, trash bags, face masks, plastic covers) must be charged to Equipment/Tools.

Ohio’s Deferral Policy will be used in instances where the homeowner or landlord has notified the sub-grantee of lead paint issues existing or where lead poisoning has occurred to a member of the household. This policy requires referral to other programs designed to address the concerns.

Mold and Moisture

Limited water damage repairs that can be addressed by weatherization workers and correction of conditions that may create moisture and mold are allowed when necessary in order to weatherize the home and to ensure the long term stability and durability of the measures and may be charged to regular funds and reported with the Incidental/Additional Repair category.

However, existing mold and moisture issues greater than 10 square feet cannot be addressed and must be deferred. Testing for mold to determine the type or severity is not an allowable cost. All providers are required to complete a Home Weatherization Assistance Program Mold Assessment and Release Form after the energy audit and prior to the work being started. It is expected that sub-grantee staff will document with digital photos any existing mold and mildew problem. The sub-grantee must refer the home to another program designed to address the concern. (See Information Update 2010-059 & WPS section 114). Ohio’s Deferral Policy will be used in instances where the remediation of the problem is beyond the scope of the weatherization program. Moisture problems that cannot be corrected within the scope of the program include, but are not limited to:

Installation of a new roof;

An enclosed crawlspace or basement that has standing water for significant periods of time due to inadequate ground or surface water drainage;

Any building with no overhangs and no gutters, exhibiting signs of major moisture problems such as blistering paint and extensive mold/mildew on the inside of the house.

Occupant Pre-existing or Potential Health Conditions

When a person’s health may be at risk and/or the work activities could constitute a health or safety hazard, the occupant at risk will be required to take appropriate action based on severity of risk. Failure or the inability to take appropriate actions must result in deferral. Intake staff should begin the discussion with the customer as part of describing the program and what measures may be performed. The sub-grantee must be cognizant of collecting this personal information and the protections that customers have with HIPAA guidelines. Yet, care should be taken to

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

assist if such health problems exist and, consequently, to avoid weatherization work/materials that will exacerbate the problem. Such health problems may include but are not limited to allergies to insulation materials and/or asthma. A discussion between the sub-grantee's staff and the customer should take place during the initial visit to explain the process for installation of all materials and determine if any activity will exacerbate the condition(s) of the occupants. Alternative work protocols should be implemented if necessary to avoid aggravating any existing health condition. If it is necessary for the customer to leave the home during the work process, the customer should contact a neighbor/friend/relative to visit while the work is being performed.

Occupational Safety and Health Administration (OSHA) and Crew Safety

Providers shall comply with Occupational Safety & Health Administration (OSHA) requirements for all weatherization activities which involve staff personnel. This includes the requirement that staff personnel working on the homes (crews and inspectors) will utilize the appropriate personal safety equipment when necessary and receive training on the use / location of material safety data sheets (MSDS), first aid equipment, fire extinguishers, and other safety equipment. Related costs to train personnel in order to comply with OSHA requirements shall be charged to the Administration or the Training and Technical Assistance budget category. Related costs to purchase equipment in order to comply with OSHA requirements shall be charged to the Administration or the Support budget category.

When contractors are employed by providers, those contractors shall comply with OSHA requirements as well. Providers that identify that a contractor may not be complying with OSHA requirements shall take all necessary steps to have the contractor rectify the situation, including notifying the contractor of the issue, identifying training opportunities, or terminating the contract with the contractor. Costs related to OSHA compliance for HVAC, weatherization, or other contractors hired to address health and safety issues shall be part of the bid price or job cost. The sub-grantee is responsible for ensuring workers and subcontractors are properly trained and certified, when certification is required. The State of Ohio will review the training certificates for OSHA and LSW compliance in conjunction with the local sub-grantee and the Ohio Weatherization Training Center. Ohio allocates local Training and Technical Assistance funding that provides direct trainings statewide or the local provider may use Training and Technical Assistance funding that has been directly allocated to the provider to obtain training, with approval by OCA. Statewide health and safety trainings include:

OSHA Construction Safety – 10 hour training

This is required for all workers in weatherization

OSHA Construction Safety – 30 hour training and certification

This is required for all crew leaders, but is optional for others

Lead Safety for Renovation, Repair and Painting (LRRP)

At least one individual from the organization that will be on site with crews working on Pre-1978 homes is required

Basic Weatherization Techniques

Weatherization Associated Safety Awareness

Inspection

Codes and Standards

ASHRAE 62.2 Residential Ventilation

Pests

Pest infestation, within the dwelling or in any area outside of the dwelling, where sub-grantee staff (inspectors, crews) or contractors would have to work, is cause for deferral. (Pests include, but are not limited to: fleas, roaches, rodents, bed bugs). However, it is allowable as a tool/equipment item for the crews to purchase bug spray (wasp/hornet spray) when they are working outside the dwelling as a temporary remedy for a situation. It is also allowable for the sub-grantee to address points of access to prevent intrusion. Examples may include, but not limited to screening of

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

attic gable vents to keep out flying insects, installing steel wool accesses to prevent rodents from penetrating. Whole house extermination will not be allowed. Customer education must include any observed conditions of pests and associated risks.

Radon

The cost of generally abating radon is prohibited. However, the cost to test a building for the presence of radon gas is allowable if the potential for its presence is believed high. Many counties in Ohio are considered to have High Potential (See www.epa.gov/radon/wherewelive.html for a radon map of Ohio). Some weatherization measures that help mitigate the presence of radon (such as installing ground/vapor barrier on exposed dirt) are allowable and may be charged to regular funds if cost-justified and reported in the Floor Procedures category. Other measures (such as the installation of exhaust fans to depressurize a crawl space area with reference to the living area) to mitigate an existing radon problem is not allowable. Customer education must include providing a copy of the Environmental Protection Agency (EPA) handout entitled *A Citizen's Guide To Radon* (EPA 402/K-09/001).

Refrigerant

When replacement refrigeration appliances are being installed, the old inefficient appliances shall be removed and be properly destroyed. Contractors will properly dispose of these existing appliances and provide documentation of disposal. Appliances shall be recycled in accordance with the environmental standards in the Clean Air Act (1990), Section 608, as amended by the Final Rule. 40 CFR 82, May 14, 1993. Sub-grantee staff, Appliance vendor, de-manufacturing facility, or other entity that is used to recover the refrigerant from the old appliances must possess an EPA-approved section 608 Type I license or an approved universal certification.

Smoke, Carbon Monoxide Alarms and Fire Extinguishers

The installation of smoke alarms and/or carbon monoxide alarms is allowable and must be installed as per WPS section 1505. The installation of smoke and carbon monoxide detectors must be charged to the Health and Safety category per WPN 11-6. Information Updates 09-09 and 09-26 also offer guidance to sub-grantees on this matter. Ohio will not require a landlord contribution for the cost of labor and materials to install smoke and carbon monoxide detectors.

Fire Extinguishers are allowable for households when a solid fuel heating system is present (ie. coal, wood). Only one unit may be installed into a home and must be charged to the Health and Safety category. Fire extinguishers must be installed, according to the manufactures recommendations, be type ABC, UL listed, = 10 lb and with a permanently affixed wall bracket to receive the extinguisher. The client must sign a written agreement to allow a fire extinguisher to be installed in the home within sight of the solid fuel burning heat system when standing at the unit. The agency must discuss and provide information on the use and upkeep of the extinguisher to the client.

Solid Fuel Heating (Wood Stoves, etc.)

The weatherization agency must inspect the stove, chimney and flue. Combustion zone depressurization (CAZ) is required per the WPS and NFPA 211.

Maintenance, repair, and replacement of primary indoor heating units is allowed where occupant health and safety is a concern. Maintenance and repair of secondary heating units is allowed. Replacement of secondary heating units is not allowed. This system must be operational and inspected using all WPS test protocols before any other weatherization begins.

Space Heaters, Stand Alone Electric

Defined as, but not limited to, heaters that do not have a permanent connection to electric power. Repair, replacement or installation is not allowed. Removal is recommended. Circuitry must be checked to ensure adequate power supply for existing space heaters. These heaters are not considered a primary heat source.

Customer education must include information about the hazards associated with these types of heaters and the sub-grantee must collect a signed waiver from the client if removal is not allowed.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Space Heaters, Unvented Combustion

All unvented, fuel-fired primary heating units or unvented fuel-fired water heaters present in a dwelling which cannot be vented, must be removed and replaced with properly vented units before proceeding with any weatherization work. Where an unvented, secondary heating unit is present, the sub-grantee must notify the client/owner/authorized agent verbally and in writing of the potential health hazards of operating an unvented appliance in the post-weatherized dwelling and provide information on safe alternatives. The sub-grantee also must test the ambient air in the location of the unvented appliance. A carbon monoxide detector must be installed in this situation.

Space Heaters, Vented Combustion These units will be treated as furnaces. The WPS details the diagnostic testing required during an inspection. The replacement system must be operational and inspected using all WPS diagnostic test protocols before any other weatherization begins.

Spray Polyurethane Foam (SPF)

Use EPA recommendations (available online at http://www.epa.gov/dfe/pubs/projects/spf/spray_polyurethane_foam.html) when working within the conditioned space or when SPF fumes become evident within the conditioned space. When working outside the building envelope, isolate the area where foam will be applied, take precautions so that fumes will not transfer to inside conditioned space, and exhaust fumes outside the home. Testing will include checking for penetrations in the building envelope. Sensory inspection inside the home for fumes during foam application must also occur. Safety equipment associated with installation of this product may be charged to Equipment/Tools.

The client must be informed of plans to use two-part foam and the precautions that may be necessary. Workers using foam products must receive training on the proper use of these various products and understand the specification for each application type. Documentation of installers viewing an installation video or online training and verification of reading and understanding product use information must be kept at the service provider agency. MSDS sheets are mandatory for any foam product used and a thorough understanding of the temperature sensitivity of the product in use is required.

Ventilation

The installation of exhaust fans, ducting, controls and passive air intakes that are designed to remove moisture and/or introduce fresh air to assure a safe and healthy level of air exchange is allowable. The Ohio Weatherization Training Center has developed an ASHRAE 62.2-2010 training course based on the WAP National Curriculum and sub-grantees are also allowed to use local Training and Technical Assistance funding to hire trainers to provide this training, with approval from OCA. It is the State of Ohio's intention moving forward to use Program Year 2012, April 1, 2012 to March 31, 2013 to prepare for implementation. This will position the Ohio HWAP to be able to fully implement ASHRAE 62.2-2010 at the start of Program Year 2013.

Window and Door Replacement, Window Guards

Replacement, repair, or installation is not an allowable Health and Safety cost but may be allowed as an incidental repair when meeting that definition, or as an ECM if cost-justified with a 1.0 or greater SIR. If disturbing lead paint, follow LSW and LRRP practices and the client must be informed on lead risks as indicated in the WPS and this Health and Safety plan when applicable. Replacement, repair or installation of doors, windows, or window guards is not an allowable Health and Safety cost.

Deferral Policy

If the sub-grantee's staff determines that conditions exist which make safe, effective and meaningful weatherization services impossible to perform, the sub-grantee may deny services to the household until such time that the conditions are remedied. The following steps must be followed in all deferral situations:

Any documentation to the customer must include:

The customer's name;

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

Address;

Date of the audit/assessment/inspection;

Name of the auditor/inspector;

The date the customer was notified of the problem;

Photos and a written and clear description of the problem and what repairs or changes must be made to allow the weatherization process to continue;

The customer(s) signature(s) indicating that they understand the problem and the process to allow weatherization to continue on the home. The State of Ohio realizes that this step may not always be possible.

A copy of the documentation shall be included within the customer's file.

Provide a copy of the sub-grantee's Deferral of Services Form and Appeals Procedure to the customer.

Ensure that the customer is aware that when repairs or changes are completed, the customer may request that weatherization resume under the original application. However, income update procedures could be necessary if the date of the application and the date of the reapplication are separated by more than one (1) year.

By virtue of its advocacy role for low-income persons, the sub-grantee shall make and be able to document a good faith effort to secure other resources on the customer's behalf to complete any repairs.

Client Education

The WPS will define the proper time and method to disclose and distribute information on all aspects of the initial inspection process.

III.5 Rental Procedures

As per 10 CFR 440.22(b)(3), 440.22(c), 440.22(d), and 440.22(e), Ohio's sub grantees are required to establish procedures ensuring that:

- 1) the benefits of weatherization accrue primarily to the low-income tenant,
- 2) low-income tenants will not be subject to rent increases unless those increases are demonstrably unrelated to the weatherization,
- 3) no undue or excessive enhancement occurs to the value of the dwelling,
- 4) the federal investment is secured so that the issues of eviction and the sale of property are addressed,
- 5) owners of rented buildings financially participate in the assistance, and
- 6) alternative dispute resolution procedures (including arbitration) are part of the process for enforcing complaints regarding rent increases.

These are accomplished through the HWAP Policy and Procedures Manual, Volume II, Chapter C. 4, Renters and Landlords, in particular the narrative section (#5) that discusses the OWNER/AUTHORIZED AGENT/TENANT/AGENCY AGREEMENT (OTAA) along with the form specific for the Owner/Authorized Agent/Tenant/Agency Agreement (OTAA). ODOD provides local agencies with the OTAA adapted from agreements developed by other states and the National Consumer Law Center, but should be reviewed by local provider legal representatives. The OTAA contains required clauses addressing limitations on rent increases, assuring benefits to tenants whose heat is included in their rent, eviction and sale of premises, and clauses offering local agencies options for further addressing rent increases and enforcing the agreement. ODOD also provides local agencies with a standard procedure to follow for resolving tenant/landlord rent increase disputes. ODOD will not require liens on property as a means of securing the Federal investment.

As specified in 10 CFR 440.22(f), sub grantees have the option to weatherize shelters and group homes in accordance with the final rule.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

III.6 Program Management

III.6.1 Overview

The Weatherization Program will be administered by the Ohio Department of Development, Community Services Division, Office of Community Assistance, who will be considered the Grantee. The Office of Community Assistance' Section Supervisor, Weatherization and staff oversee the weatherization program.

The ODOD will have direct contracts with at least thirty-two different sub grantees to implement the WAP. These sub grantees will ensure that WAP services are available in all 88 of Ohio's counties. Most of the sub grantees will directly operate a single WAP program in one geographic area, which may comprise one or more counties. One Sub grantee, the Community Action Partnership of Greater Dayton will directly operate a separate program as well as oversee a single delegate. Community Action Partnership of Greater Dayton provides WAP services to 6 counties within the state of Ohio. Two other sub grantees, the Corporation for Ohio Appalachian Development (COAD) and the City of Cleveland, will oversee separate local programs using delegate agencies, but will not directly provide weatherization services. COAD is the umbrella organization for 17 community based organizations covering 30 counties within Ohio. The City of Cleveland Department of Neighborhood Services oversees 6 community based organizations that provide weatherization services. The total number of local service providers (sub grantees and delegates) is expected to be fifty-six.

III.6.2 Administrative Expenditure Limits

The Office of Community Assistance will also be budgeting \$100,000 from the state's portion of the administrative funding, for Phase II development of the OCEAN program. The OCEAN program is a client-centric program that may be used by local providers to track clients, track programmatic expenditures, inventories, in-process and completed units, etc.

Subgrantees with tentative allocations of less than \$350,000 of DOE funds shall be eligible to leverage up to 5% more in administrative funds. These additional administrative funds shall be available to the subgrantees to be used for administrative purposes. It is the Office of Community Assistancess' current position that any Subgrantee engaging in WAP activities (with DOE funding less than \$350,000) is in need of these additional funds for general allowable administrative purposes.

III.6.3 Monitoring Approach

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

CSD's Office of Community Assistance, as the Grantee of the DOE Weatherization Program, has an established monitoring system for evaluating Sub grantee and Delegate program performance regardless of funding source. Monitoring functions will be the state's principal method for determining Sub grantee and Delegate compliance, evaluating actual accomplishments against planned activities, and determining the effectiveness of WAP policy. Monitoring provides objective reporting to and from sub grantees and Delegates and, when appropriate, makes recommendations to address program and administrative deficiencies and needs. The administrative field staff will review fiscal controls, staffing and organization, procurement, and client services. The technical field staff will review property management, inventory, materials quality, and field work. Each Sub grantee and Delegate will be visited by a technical field representative at least once per monitoring year to review 5% of the completed units. Each Sub grantee and Delegate will be visited by an administrative field representative at least once every monitoring year to review 5% of the completed units' files. Program year is defined as April 1st through March 31st. Monitoring year is defined as May 1st through April 30th.

The Office of Community Assistance staff will conduct an annual comprehensive review of each of Ohio's 32 sub grantees' programs and 24 delegate providers. This will include, at a minimum, one on-site monitoring visit to each Sub grantee and Delegate by each assigned field representative.

Reports of monitoring visits are to be completed within 30 days of the visit to the provider. These reports will summarize the findings and, when necessary, direct the Providers to take specific actions to correct issues of noncompliance and/or to develop a plan of action to improve performance. Reports are sent to Provider Board Chairpersons and Executive Directors who must respond within 30 days and provide evidence or assurance, as appropriate, of all actions taken. The steps outlined in the Office of Community Assistance Progressive Corrective Action Plan will be followed regarding the reports and any possible follow-up actions. Monitoring reports include a reminder that suspension of funding is possible if a Sub grantee fails to respond within 30 days.

The Office of Community Assistance has developed and implemented procedures to ensure state monitoring is increased if a sub-grantee's pass rate for monitored units falls below the established acceptable rate of 60%. Based on the Site Visit Inspection Summary reports, any sub grantee or delegate falling below the pass rate of 60% any time during the Program year will receive increased technical monitoring of at least 7% of its completed units for the next two consecutive quarters. Until the sub grantee reaches a pass rate of 60%, its technical monitoring will remain at least 7% of completed units. During the period in which the sub grantee or delegates pass rate is below 60%, OCA will work with that sub grantee or delegate with Training and Technical Assistance (T/TA) to address the problematic areas causing the low passage rate.

Ohio's monitoring approach will include the following components:

- In house review by field staff of documents and reports related to the organization, operation and performance of local WAP Provider programs. This includes review of annual Grantee/Provider Management Plans (GPMP), reports based on monthly financial and production information, analysis of materials/tools/equipment inventories and required written procedures. Problems noted through this review are communicated to the Providers for their subsequent explanation and/or resolution.
- Quarterly Performance Reviews

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

The on-going in-house review of documents and reports will result in a more formal assessment of each grantee once per quarter. By using a quarterly review tool, each technical and administrative monitor will certify that the required information has been reviewed and that recommendations regarding grantee performance were shared with the program management. The results of the quarterly reviews will be summarized by the program management and forwarded to the Department administration.

- On-site monitoring visits by field staff to local WAP Provider programs will primarily focus on :

a) reviewing evidence of effective weatherization work and compliance with Ohio's Weatherization Program Standards;

b) determining compliance and accountability in the areas of client files, procurement, finance, and materials tracking; and

c) following up on the status of previously identified issues. Visits to provide technical assistance designed to help local WAP agencies improve operational efficiency will occur as needed (or as requested).

- Monitoring reviews and on-site visits by sub grantees to their delegate agencies. Sub grantees with delegates are required to make at least one formal visit per year to monitor the delegates and provide technical assistance consistent with the Office of Community Assistance approach and with the requirements of their approved GPMP.

- Review Provider financial management documents and focus attention on those sub grantees and delegates whose documents indicate significant problems. When applicable, the Office of Community Assistance review will be coordinated with the ODOD audit office (located in the ODOD Operations Division) and the CSD's Office of Community Assistance (which administers the CSBG and the LIHEAP).

- Review Sub grantee A-133 audit and focus attention on those sub grantees and delegates whose single agency audit reports indicate significant problems. Actual review will be accomplished by ODOD audit staff.

- Arrange on-site full compliance audits of Sub grantee and delegates that exhibit significant problems. ODOD Auditors perform their examination in accordance with generally accepted auditing standards; the "Standards for Audit of Governmental Organizations, Programs, Activities and Functions", issued by the Comptroller General which pertain to financial and compliance elements; and OMB Circular A-133 as applicable.

- Arrange on-site limited-scope audit reviews of Sub grantee and delegates that exhibit problems in specific areas and/or that (based on in-house document review or on-site monitoring) exhibit indications of potential problems. ODOD auditors will perform their examination in accordance with generally accepted auditing standards, but may limit the scope to determine the extent of the specific problems or issues, or to provide technical assistance. Limited-scope audits may be conducted in conjunction with on-site monitoring as appropriate.

Reports of financial audit visits also require a 30-day response from the Sub grantee. Failure to respond may result in the disallowance of all questioned costs and suspension of funding.

U.S. Department of Energy
STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

III.6.4 Training and Technical Assistance Approach

A. ASSESSMENT OF TRAINING AND TECHNICAL ASSISTANCE NEEDS

1. Office of Community Assistance (OCA) staff will analyze data on a variety of financial, production, and weatherization retrofit information. Trends indicating extremes in production and/or completed weatherization measures will be noted and tracked for appropriate follow-up. The OCA technical field representative's monitoring reports are shared with the Ohio Weatherization Training Center (OWTC), so that trainings can be modified or "customized" for staff of a specific Sub grantee.
2. On-site visits provide firsthand, observable evidence for T&TA.
3. Sub grantees and delegates will have the opportunity to identify and address their own T&TA needs through local initiatives as described in B 3 below.
4. State-funded weatherization skills training and technical assistance will be matched closely to techniques and program policies to ensure consistent and effective implementation. A Training Needs Database with a master list of all WAP staff and their associated training records has been developed to highlight the needs of the individuals working within the program and to send notices when continuing education training is required.

About forty-seven percent of grantee T/TA funds are allocated to monitoring and oversight of sub grantees.

B. PROVISION OF TRAINING AND TECHNICAL ASSISTANCE

1. On-site Visits - Technical assistance visits will be conducted by Office of Community Assistance field staff, as needed, to providers experiencing management, production, operational, or compliance problems. Maximum effort will be directed towards a timely response to identified problem areas to facilitate effective technical assistance and corrective action. Sub grantees with delegates will do the same. Verbal recommendations will be given to the Executive Director prior to the end of the visit. A letter reiterating those recommendations will be sent within 30 days of the visit, and a follow-up visit will be made to evaluate progress.
2. Weatherization Skills Training - Office of Community Assistance provides funds to the Corporation for Ohio Appalachian Development (COAD) to operate the Ohio Weatherization Training Center (OWTC), which provides hands-on weatherization skills training to workers employed in the WAP (including Office of Community Assistance staff) and to support and participate in the technical development of WAP-related projects. Instruction from the OWTC is provided at no cost to the worker and at a minimal cost to the WAP employing agency (travel and per diem costs are necessary costs). Funding for training activities provided through the OWTC is part of the Training and Technical Assistance allocation to the State of Ohio. Funding of the OWTC is at an annual level of \$500,000. The OWTC has established remote training facilities at locations around Ohio to better serve the agencies and their contractors. On-site presentation of topics and individualized demonstration of weatherization techniques are available.

The actual courses and curriculums will be posted at
<<http://www.coadinc.org/Main.php?page=programs-cdds>>

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

a) A Weatherization Skills Series for inspectors, crews and contractors that will cover the following competencies:

- Lead Safety for Renovation, Repair, and Painting
- Mobile Home Weatherization
- Sidewall Tubing and Siding Removal
- Basic Weatherization Tactics
- House (Zone) Diagnostics
- Blower Door Usage
- Weatherization Associated Safety Awareness

b) A Weatherization Support Series developed for inspectors or auditors will cover the following competencies:

- Inspection
- Codes & Standards
- Residential Ventilation
- Consumer Energy Education
- Duct Testing
- Electrical Baseload Measurement
- NEAT Audit
- MHEA Audit
- EA-QUIP Multi-family Audit
- IR Camera

c) A Heating System Series developed for inspectors, auditors, or individuals repairing or replacing heating systems will cover the following competencies:

- Heating Unit Inspection
- Heating Unit Maintenance and Repair
- Short Form Manual J
- Introduction to Air Conditioners and Heat Pumps
- House and Heating System Electricity
- Combustion for Contractors

d) A continuing education series will be in place to keep current skills sharp and to update individuals on new techniques and requirements. It includes:

- Inspector Refresher
- Heating Technician Refresher

e) Employee Development

- Production Considerations for Energy Coordinators / Decision-Makers
- Math Skills
- Train the Trainer

3. Local T&TA Programs - T&TA funds are available to support locally-initiated training and to make effective use of the training center. To assure coordination of training activities, all T&TA funds shall be itemized and budgeted into the following categories:

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

a) Costs for travel and per diem for attendance at the OWTC for T&TA workshops, seminars, meetings, or classes.

b) Cost associated with required Sub grantee monitoring of delegates. (This required only of those Sub grantees with delegate agencies, such as COAD, City of Cleveland, and Community Action Partnership of Greater Dayton.)

c) Supplemental training not offered by the OWTC for WAP staff. Training must relate directly to the attendee's WAP job duties.

d) Purchase of training materials, including training and testing costs, necessary to meet OSHA safety standards.

e) Percentage of salary for a staff person responsible for ensuring that training, safety requirements and needs are met and to oversee in-house weatherization training.

f) Travel for HWAP staff to attend conferences, meetings, and seminars.

4. Other T&TA Initiatives - In conjunction with the Training and Technical Assistance provided by Office of Community Assistance staff, the OWTC, and local T&TA programs, the Ohio Office of Community Assistance shall continue to assure an effective exchange of program information through :

a) Active involvement with the WAP Policy Advisory Committee.

b) Promotion of regional meetings initiated by Regional Representatives of the PAC at which management, technical and general informational topics will be discussed according to current need.

c) Scheduling statewide weatherization meetings.

d) Updates to program management guidance, including Operations Memos, Information Updates and revisions in the Policy and Procedures Manual, when necessary.

e) As needed meetings between OCA and OWTC staff to develop new training approaches and refine the existing courses to best meet the needs of the network.

f) Updates to the delivery of program service guidance, including revisions to Ohio's Weatherization Program Standards and Policy and Procedures Manuals, when necessary.

g) Encouragement of information exchange and skills transfer among Sub grantees on an informal basis.

h) Inspector Orientation courses and an annual Energy Coordinator / Manager Orientation course. The Inspector Orientation is required of all individuals prior to attending the Inspection Series of courses through the OWTC.

i) Additionally, Ohio plans to send appropriate representation to national conferences and U.S. DOE-sponsored events such as ACI, the National Weatherization Conference, and other regional

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

meetings.

C. ATTENDANCE / TRAINING REQUIREMENTS

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

To help ensure an adequate level of understanding among individuals who perform certain duties, the following minimum training requirements will be required:

Agency Crews or Weatherization Contractor Staff

- Basic Weatherization Tactics
- Insulation techniques
- Blower Door
- Mobile Home Weatherization (if applicable)
- Weatherization Associated Safety Awareness
- Lead Safety for Renovation, Repair, and Painting (if applicable)

Agency Crew Leaders or Contractor Crew Leaders

- Basic Weatherization Tactics
- Mobile Home Weatherization (if applicable)
- Weatherization Associated Safety Awareness
- Lead Safety for Renovation, Repair, and Painting

Inspectors or auditors providing building assessments and quality assurance

- Inspector Orientation
- Heating Unit Inspection
- Inspection
- Short Form Manual J
- Blower Door
- Lead Safety for Renovation, Repair, and Painting
- Consumer Energy Education
- Electrical Baseload Measurements
- Pressure Training
- Refresher (every three years)
- Mobile Home Weatherization (if applicable)
- Weatherization Associated Safety Awareness
- Codes & Standards
- Duct Testing
- IR Camera

Non (Ohio) State Licensed Agency or Contractor staff repairing or replacing heating systems

- Heating Unit Inspection
- Heating Unit Maintenance and Repair

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

- Refresher (every three years)
- Weatherization Associated Safety Awareness
- Combustion for Contractors
- Lead Safety for Renovation, Repair, and Painting

(Ohio) State Licensed Agency or Contractor staff repairing or replacing heating systems

- Combustion for Contractors
- Lead Safety for Renovation, Repair, and Painting

Energy Coordinators

- Energy Coordinator / Manager Orientation

Each agency is required to have a certified inspector to perform initial and final inspections for HWAP. In Ohio there are three paths to becoming a certified inspector:

1. There is a series of courses that an individual is required to attend and pass at the OWTC to become a certified inspector. Once certified the inspector must attend a four day refresher class every three years to maintain the certification.
2. The inspector has to be BPI certified. BPI Building Analyst Certification plus the following courses offered at the OWTC are required for an Ohio HWAP inspector: Codes and Standards, Heating Unit Inspection, Pollution Safe Weatherization Work Practices, NEAT/MHEA, Consumer Education, Infrared Thermography and a one day competency test (written and lab).
3. A RESNET certified Home Energy Rater would also be certified to conduct initial and final inspections and must complete these courses offered at the OWTC: Codes and Standards, Heating Unit Inspection, Pollution Safe Weatherization Work Practices, NEAT/MHEA, Consumer Education, Infrared Thermography and a one day competency test (written and lab).

The OWTC currently offers the Lead Renovator training for housing rehab programs and to all sub grantees and delegates in the State of Ohio.

Assessment of activities will be accomplished by review of:

D. ASSESSMENT OF STATE T&TA ACTIVITIES

- 1) Local training activities and local T&TA expenditure reports,
- 2) OWTC monthly attendance and activity reports,
- 3) Quarterly review of the OWTC to measure and track training efficiency,
- 4) On-site monitoring of local programs,
- 5) Review of local T&TA curriculum and activities.

U.S. Department of Energy

STATE PLAN/MASTER FILE WORKSHEET (continued)

Identification Number: EE0000074, State: OH, Program Year: 2012

III.6.5 Energy Crisis Plan

Ohio's ability to leverage additional funds has allowed most providers to meet the emergency demands of their clients without significant changes to the yearly plans. In the event of a declared natural or man-made disaster, Ohio will allow sub grantees to assist their eligible customers with weatherization funds, to the extent that the services are in support of eligible weatherization work. The allowable expenditures under the HWAP are limited to include the following:

the cost of incidental/additional repairs to an eligible dwelling unit, if such repairs are necessary to make the installation of weatherization materials effective, per 10 CFR 440.18(d)(9);

the cost of eliminating health and safety hazards, which is necessary before the installation of weatherization materials, per 10 CFR 440.18(d)(15).

In the event of a declared Federal or State disaster (those in which the President or the Governor of the State of Ohio has declared the event an Emergency), sub grantees may return to a unit previously reported as a completion to the Department of Energy that has been "damaged by fire, flood or act of God to be re-weatherized, without regard to date of previous weatherization", per 10 CFR 440.18(f)(2)(ii). Local authorities must deem the dwelling unit salvageable as well as habitable and the damage to the materials is not covered by insurance or other form of compensation. In these cases, the work can be addressed without prior approval or any special reporting.

The sub grantee may use HWAP funds to perform functions to protect the federal funding investment. Such activities may include: securing weatherization materials, tools, equipment, weatherization vehicles, or protection of local sub grantee weatherization files and records during the initial phase of the disaster response.

The use of HWAP funds to pay weatherization personnel to perform relief work in the community as a result of a disaster is not allowable. The use of weatherization vehicles and/or equipment may be used to assist disaster relief activities, however, the HWAP must be reimbursed according to 10 CFR 600 (Financial Assistance Regulations).

Re-prioritization of households located in a disaster area is permissible as long as the households:
are determined eligible for the HWAP;
meet one of the priorities described in 10 CFR 440.16(b);
are free and clear of any insurance claim or other form of compensation resulting from the damage incurred from the disaster.

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PAGE, 8/21/2012

4:36 PM

**U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
WEATHERIZATION ANNUAL TRAINING, TECHNICAL ASSISTANCE, MONITORING, AND LEVERAGING REPORT (attachment)**

MonitoringActivities

Subgrantees Monitored:

Tentative **MONITORING VISIT LOG**

PROGRAM YEAR: 2011

(April 1,
2011 -
March 31,
2012)

As of 04/5/12

AGENCY	STAFF PERSON	TYPE OF VISIT	DATE OF VISIT	Agency Units Completed	% of Agency Units Completed	State Tech. Units Monitored	Percentage of Units Passing	State Percentage Monitored (Tech.)	Unit Difference +/-	State Admin. Files Monitored	State Percentage Monitored (Admin.)	File Difference +/-
102 Ashtabula	ksm	admin	3/12/2012							6		
	BC	Tech	3/28/2012			6						
Subtotal				96	4.8	6		6.25%	1.2	6	6.25%	1.2
103	sp	admin	3/13/2012							6		
	AE	Tech	3/22 - 23/2012			2						
SOURCES												
Subtotal				29	1.45	2		8.90%	0.55	6	20.69%	4.55
105	sp	admin	3/22/2012							4		
	AE	Tech	3/28 - 3/29/2011			4						
CLS												
Subtotal				22	1.1	4		18.18%	2.9	4	18.18%	2.9
107 Cincy												
Subtotal				0	0	0		#DIV/0!	0	0	#DIV/0!	0
108 Clark	sk	tech	3/29/2012			2	100					
	ksm	admin	3/29/2012							2		
Subtotal				13	0.65	2		15.38%	1.35	2	15.38%	1.35
109 Cuyahoga	ksm	admin	2/10/2012							11		
	JVV	tech	3/30/2012			30						
Subtotal				55	2.75	30		54.55%	27.25	11	20.00%	8.25
110 Ohio Heartland	BJ	Tech Mon	2/16/2012			3	33					
	ksm	admin	2/21/2012							5		
Subtotal				24	1.2	3		12.50%	1.8	5	20.83%	3.8
111 Cleveland (city)	sp	admin	3/27/2012									
111-B delegate	mm	tech	3/30/2012			13						
	sp	admin	3/28/2012							7		
CHN												
Subtotal				15	0.75	13		86.87%	12.25	7	46.67%	6.25
111-C delegate	mm	Tech. Mon.	3-19-20-2012			32						
	sp	admin	3/27/2012							11		
Cudell												
Subtotal				16	0.8	32		200.00%	31.2	11	68.75%	10.2

111-D delegate	mm	tech	3-28-29-12			51						
	sp	admin	3/26/2012						22			
Community Housing Solutions												
Subtotal				11	0.55	51	463.64%	50.45	22	200.00%	21.45	
111-G delegate	mm	Tech. Mon.	3-12-13-2012			8						
	sp	admin	3/28/2012						6			
Mt. Plent												
Subtotal				13	0.65	8	61.54%	7.35	6	46.15%	5.35	
111-J delegate	sp	admin	2/16/2012						5			
	mm	Tech. Mon.	3-14-15-2012			54						
Fairfax												
Subtotal				28	1.4	54	192.86%	52.6	5	17.86%	3.6	
111-K delegate	mm	Tech. Mon.	3/16/2012			5						
	sp	admin	3/27/2012						5			
Detroit												
Subtotal				22	1.1	5	22.73%	3.9	5	22.73%	3.9	
112-A CAP-Dayton	BJ	Tech. Mon.	3/5/2012			9						
	sp	admin	3/15/2012						9			
Darke												
Subtotal				127	6.35	9	7.09%	2.65	9	7.09%	2.65	
112-D delegate	BJ	Tech	2/7/2012			2						
	sp	admin	2/6/2012						3			
delegate												
Subtotal				15	0.75	2	13.33%	1.25	3	20.00%	2.25	
	JVV	Tech	3/27/2012			5						
		admin	3/30/2012						4			
113 NOCAC												
Subtotal				61	3.05	5	8.20%	1.95	4	6.56%	0.95	
	BC	Tech	3/20/2012			3	100					
	ks	Admin	3/28/2012						2			
DMU 114												
Subtotal				16	0.8	3	18.75%	2.2	2	12.50%	1.2	
Lancaster Fairfield 116	mm	Tech	3-22-23-2012			3	3					
Subtotal				5	0.25	3	60.00%	2.75	0	0.00%	-0.25	
Fayette Co. 117												
Subtotal				0	0	0	#DIV/0!	0	0	#DIV/0!	0	
119 HHWP	sk	tech	3/22-23/12			3	100					
	km	admin	3/22/2012						5			
Subtotal				23	1.15	3	13.04%	1.85	5	21.74%	3.85	
LEADS 120	BJ	Tech	3/19/2012			3						
		admin	3/20/2012						5			
Subtotal				56	2.8	3	5.36%	0.2	5	8.93%	2.2	

Lorain Co. 121	sk	tech	3/26/2012			1							
	km/sk	admin	3/27/2012							2			
Subtotal						2	0.1	1	50.00%	0.9	2	100.00%	1.9
122 NHS Toledo	sp	admin.	1/20/2012								10		
	dhb	tech	3/16/2012			5	100						
Subtotal						98	4.9	5	5.10%	0.1	10	10.20%	5.1
123 Youngstown MYCAP	dhb	tech	1.13.2012			1	100						
	sp	admin	3/9/2012								8		
	db	tech	3/28/2012			5							
Subtotal						84	4.2	6	7.14%	1.8	8	9.52%	3.8
126 WSOS	sp	admin	1/19/2012								11		
	BC	Tech	2/28/2012					11					
Subtotal						149	7.45	11	7.38%	3.55	11	7.38%	3.55
127 PICCA	sp/km	admin	12/21/2011								4		
	BC	Tech	3/9/2012			3	100						
Subtotal						20	1	3	15.00%	2	4	20.00%	3
Portage Co. 128	sp	admin	3/8/2012								15		
	AE	Tech	3/30/2012			2	100						
Subtotal						24	1.2	2	8.33%	0.8	15	62.50%	13.8
Stark Co. 129	sp	admin	2/15/2012								18		
	dhb	tech	3/8/2012			5	100						
Subtotal						90	4.5	5	5.56%	0.5	18	20.00%	13.5
130 Summit	AE	Tech	2/1 - 2/3/2012			9	100						
	sp	admin	3/7/2012								10		
Subtotal						147	7.35	9	6.12%	1.65	10	6.80%	2.65
131 Trumbull	dhb	tech	2.1.2012			3	0%						
	sp	admin	3/8/2012								6		
	dhb	tech	3/22/2012			2	50						
Subtotal						81	4.05	5	6.17%	0.95	6	7.41%	1.95
Wayne Medina 132	BC	Tech	3/26/2012			10	100						
		admin	3/26/2012								5		
Subtotal						96	4.8	10	10.42%	5.2	5	5.21%	0.2
133 COAD													

Adams/Brown 133-A delegate	BC	Tech	1/30/2012			6	100						
	ksm	admin	3/7/2012							6			
	Subtotal					109	5.45	6		5.50%	0.55	6	5.50%
133-B delegate HAP CAP	sp	admin	12/20/2011							9			
	AE	Tech	1/13/2012			11							
	Subtotal					104	5.2	11		10.58%	5.8	9	8.65%
133-C delegate Belmont	sk		1/17-18/12			6	100						
	ksm	admin	1/25/2012							4			
	Subtotal					56	2.8	6		10.71%	3.2	4	7.14%
Gallia-Meigs 133-D delegate	iv	tech	1/26/2012			3	100						
	ksm	admin	3/8/2012							3			
	Subtotal					36	1.8	3		8.33%	1.2	3	8.33%
133-E delegate GMN	ksm	admin	1/9/2012							5			
	BC	Tech	2/7-8/2012			6	100						
	Subtotal					76	3.8	6		7.89%	2.2	5	6.58%
Harcatus 133-F delegate	ksm	admin	10/29/2011							3			
	iv	tech	1/20/2012			1							
	JVV	Tech	2/23/2012			4	100						
		admin	3/30/2012							6			
Subtotal					111	5.55	9		8.11%	3.45	9	8.11%	3.45
Highland 133-G delegate	sp	admin	1/26/2012							6			
	mm	Tech	3-5-6-2012			4							
	Subtotal					36	1.8	4		11.11%	2.2	6	16.67%
133-H delegate Ironton/Lawrence	sp	admin	1/20/2012							7			
	dhb	tech	3/1/2012			3	100						
	dhb	tech	3/26/2012			2	100						
Subtotal					75	3.75	5		6.67%	1.25	7	9.33%	3.25
133-I delegate	ksm	admins	1/13/2012							5			
Jackson/Vinton	BJ	Tech	1/23/2012			3							
	Subtotal					60	3	3		5.00%	0	5	8.33%
Jefferson 133-J delegate	mm	tech	3/27/2012			3							
	km	admin	3/30/2012							4			
	Subtotal					24	1.2	3		12.50%	1.8	4	16.67%
133-K delegate Kno-Ho-Co	sp	admin	12/29/2011							5			
	bc	Tech	1/3/2012			6							
	Subtotal					99	4.95	6		6.06%	1.05	5	5.05%

MEOAG	mm	Tech	12/10/2011			3						
	sp	admin	2/22/2012							5		
133-L delegate	mm	Tech	3/21/2012			5						
Subtotal						58	2.9	8	13.79%	5.1	5	8.62% 2.1
Pike	ksm	admin	1/30/2012							6		
133-M delegate	BJ	Tech	2/29/2012			3	66					
Subtotal						49	2.45	3	6.12%	0.55	6	12.24% 3.55
Ross	JVV	Tech	3/12/2012			3	100					
	JVV	Tech	3/29/2012			3						
		admin	3/30/2012							5		
133-N delegate												
Subtotal						70	3.5	6	8.57%	2.5	5	7.14% 1.5
133-O delegate	sp	admin	2/21/2012							10		
Scioto	dhb	tech	3/28/2012			6						
Subtotal						59	2.95	6	10.17%	3.05	10	16.95% 7.05
Washington/Morgan	ks	admin	12/12/2011							5		
	sk	Tech	1/12/2012			1	100					
133-P delegate	sk	Tech	3/19/2012			3	67					
Subtotal						63	3.15	4	6.35%	0.85	5	7.94% 1.85
Columbiana	AE	Tech	2/24/2012			6	100					
133-R delegate	sp	admin	3/12/2012							19		
Subtotal						81	4.05	6	7.41%	1.95	19	23.46% 14.95
Miami Co. 134	BJ	Tech	11/14/2011			3						
	ksm	admin	2/28/2012							5		
Subtotal						39	1.95	3	7.69%	1.05	5	12.82% 3.05
136 Van Wert	ksm	admin	11/21/2011							3		
	JVV	Tech	2/28/2012			2						
Subtotal						25	1.25	2	8.00%	0.75	3	12.00% 1.75
137 Clermont	BJ	Tech	2/28/2012			3						
	km	Admin	3/23/2012							3		
Subtotal						29	1.45	3	10.34%	1.55	3	10.34% 1.55
138 Ground Level	mm	Tech	3/26/2012			3						
	sp	admin	3/23/2012							5		
Subtotal						38	1.9	3	7.89%	1.1	5	13.16% 3.1
EANDC 139	sk	Tech	3/13-14/12			4	75					
	sk	admin	3/14/2012							3		
Subtotal						44	2.2	4	9.09%	1.8	3	6.82% 0.8
MORPC 140	iv	tech	2/15-16/12			2	100					
	ksm	admin	2/24/2012							6		
	JVV	Tech	3/15/2012			3						
Subtotal						51	2.55	5	9.80%	2.45	6	11.76% 3.45
GLS - RM 144	dhb	tech	3/30/2012			3						
	sp	admin	3/30/2012							2		
Subtotal						15	0.75	3	20.00%	2.25	2	13.33% 1.25

145	AE	Tech	3/26 - 27/2011			4						
Impact	sp	admin	3/30/2012							3		
Subtotal				42	2.1	4		9.52%	1.9	3	7.14%	0.9
202 OWTC												
NOWTC												
			TOTALS	2887	144.35	417	50	14.44%	272.65	350	12.12%	205.65

Focus of Monitoring Activities:

The State of Ohio (Ohio) focuses monitoring activities on two areas of compliance: Technical, and Programmatic (administrative and fiscal). The following outlines the focus of each monitoring area:

Technical Monitoring - Ohio conducts technical monitoring in-house using eight (8) technical field monitors. These employees monitor at least five percent of each sub-grantee's production to ensure quality inspections and compliance with health and safety standards, HVAC standards, ventilation, air sealing, lead abatement, and workmanship. The monitors also reviewed that all materials billed to the sub-grantees were installed in the client homes.

Programmatic Monitoring (administrative and fiscal) - Ohio conducts programmatic monitoring in-house using two (2) administrative field monitors and two (2) fiscal auditors. These employees monitor at least five percent of each sub-grantee's client files. The monitors reviewed that clients are income eligible at the time of service delivery; clients sign off on all necessary forms; all documents necessary for file completeness are included; clients received appropriate education materials; vendors are paid in a timely manner; charges incurred were billed appropriately to line items; shared costs were cost allocated appropriately; charges were billed in accordance with grant allowability; compliance with training requirements; compliance with EPA RRP requirements; reviewed fair and open procurement procedures; ensure that general program management is efficient, effective, and in compliance with state and federal guidelines.

Significant Findings of Monitoring Activities

Ohio's monitoring process is continuous. When issues are found in the monitoring process, they are addressed immediately by Ohio staff, sub-grantee staff and/or sub-contractors. The following outlines significant findings from each monitoring area of focus:

Technical Monitoring

Our focus in monitoring for Ohio is on the technical expertise and compliance of the sub-grantee to the program. We monitor at least 5% of each sub-grantee's completed homes in as close to a real time schedule as we can maintain. Once we have monitored each home a report is sent to the sub-grantee within 30 days of the visit. The sub-grantee then has 30 days to respond to the report. All health and safety issues found during the monitoring visit are conveyed to the sub-grantee on the day of the visit.

In our visits to date we have found the most significant findings have been:

1. Worst Case Draft testing not being done correctly/consistently. The Technical Monitor will see the Inspector and crew may have completed the form for the first day, but not for the rest of the job. The monitor educates the Inspector/crew the day of the visit and agency staff are required to attend Worst Case Draft training at the Ohio Weatherization Training Center (OWTC).
2. Return System not being adequately sealed. This finding includes missing return filter slot cover, supply duct boots for mobile homes not properly sealed, and Cleveland Drops (return ducts) not tied back. Monitors review proper procedure with the crews/contractors and give guidance on spotting areas commonly missed. The sub-grantee may clear this issue by completing the missed area and submitting a picture of the repair as proof of completion. Digital photographs are an approved method of providing proof re-work has been performed.
3. Exhaust Venting Issues. This finding is a failure to vent bathrooms and kitchen exhaust fans to the exterior of the home. Most vent directly into the attic creating moisture issues there. To clear this finding the sub-grantee must show photographic evidenced of the vent being extended to the exterior of the building after rework. These vents pipes are also required to be insulated and that is often missed by the sub-grantees.

Programmatic Monitoring (Administrative and Fiscal)

We monitor at least 5% of each sub-grantee's client files. Once we have monitored each sub-grantee, a report is sent to the sub-grantee within 30 days of the visit. The sub-grantee then has 30 days to respond to the report.

In our visits to date, the following are our most significant findings:

1. Charging items related to Health & Safety to Materials. CO alarms, bath fans, furnace replacement peripherals were consistently mis-coded to materials line items. Administrative monitors educated sub-grantees regarding proper allocation to line items and Ohio issued an Information Update to instruct sub-grantees on the proper coding of Health & Safety item. Sub-grantees corrected these findings by submitting a corrected revised Building Weatherization Report (BWR).
2. Missing paperwork. Missing State Historical Preservation Forms, missing Priority List of Measures forms, missing and/or incorrect permission to work on home forms were common findings during the Administrative Monitoring. Monitors cited sub-grantees for this deficiency because if the forms were incomplete or missing, then it could not be ascertained the necessary work was performed. Sub-grantees corrected these findings by submitting signed paperwork.
3. No Prior Approval to utilize Contractors. Fiscal auditors found several instances where sub-grantee's had failed to gain prior approval to use a contractor for services, such as HVAC or Plumbing. This finding resulted in audits with questioned costs in the amount of the service provided. Ohio instructed sub-grantees with Information Updates and training seminars on the proper procedures. Sub-grantees corrected the issue by asking for retro approval to utilize contractors to the State of Ohio. Ohio would grant such request only after all supporting documentation was provided.

Trends

Ohio observed many sub-grantees charging bath fans and other Health & Safety peripherals to the Materials line item instead of the proper Health & Safety line items. Subgrantees voiced their concern that the requirements of ASHRAE 62.2 eroded their Health & Safety budgets and depleted the line item rapidly.

Needed T&TA**Programmatic (Administrative & Fiscal)**

Ohio has seen the need for T&TA regarding proper procurement procedures, in particular dealing with contractors. A statewide training is to be held in Columbus, Ohio in late July or early August to address this issue. Ohio will utilize the DOE Weatherization Assistance Program Financial Management Training Tool Kit to train subgrantees on proper procurement procedures.

Technical

Ohio has seen the need for T&TA regarding proper duct sealing techniques. Working in conjunction with the OWTC, Ohio will offer in-field training over the next program year to train crews on proper duct sealing techniques.

High Risk Subgrantees

Currently Ohio has no high risk subgrantees.

Outcome Activities

No activities are scheduled at this time.

Type A Wood Frame Home with Full Basement and Open Joist Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.)
3. Uninsulated Walls
 - Insulate to R-15
4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.)
5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
7. Incidental Energy
 - Related repairs that do not exceed \$600.00
8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type B Wood Frame Home with Crawl Space and Open Joist Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.)
3. Uninsulated Walls
 - Insulate to R-15
4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.)
5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
7. Incidental Energy
 - Related repairs that do not exceed \$600.00
8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type C Wood Frame Home with Combination Crawl Space/Basement and Open Joist Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.)
3. Uninsulated Walls
 - Insulate to R-15
4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.)
5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
7. Incidental Energy
 - Related repairs that do not exceed \$600.00
8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type D Wood Frame Home with Slab Foundation and Open Joint Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.)
3. Uninsulated Walls
 - Insulate to R-15
4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.)
5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
7. Incidental Energy
 - Related repairs that do not exceed \$600.00
8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type E Wood Frame Home with Full Basement and Kneewall Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:

- Air Leakage (as determined by required blower door testing).
- Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
- Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
- Duct Insulation in non-conditioned areas.
- Duct Sealing.
- Low-flow Showerhead (as determined by inspector and client.)
- 2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations).
- 3. Uninsulated Walls
 - Insulate to R-15
- 4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable).
- 5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
- 6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
- 7. Incidental Energy
 - Related repairs that do not exceed \$600.00
- 8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type F Wood Frame Home with Post Foundation and Open Joist Attic

- 1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
- 2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations).
- 3. Uninsulated Walls
 - Insulate to R-15
- 4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable).
- 5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
- 6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
- 7. Incidental Energy
 - Related repairs that do not exceed \$600.00
- 8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type G Block, Concrete, or Log Home (Solid Wall) with Slab Foundation and Open Joist Attic

- 1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).

- Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
- Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
- Duct Insulation in non-conditioned areas.
- Duct Sealing.
- Low-flow Showerhead (as determined by inspector and client.)
- 2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.)
- 3. Uninsulated Walls
 - Insulate to R-15
- 4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.)
- 5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (If Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
- 6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
- 7. Incidental Energy
 - Related repairs that do not exceed \$600.00
- 8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Type H Mobile Home (Manufactured Home)

Shell Measures (Based on DOE's approval of Ohio's priority list from MHEA.)

Type-Bowstring Roof with Longitudinal Floor Joists

1. Natural Gas Heating Fuel (add more insulation if:)
 - The existing ceiling insulation is less than an effective R-9
 - The existing wall insulation is less than an effective R-5
 - The existing floor insulation is less than an effective R-5
2. All Other Heating Fuel Types (add more insulation if:)
 - The existing ceiling insulation is less than an effective R-11
 - The existing wall insulation is less than an effective R-5
 - The existing floor insulation is less than an effective R-7
3. Type-Factory-Built Pitched Roof with Transverse Floor Joists and 2"x6" walls (add more insulation if:)
 - The existing ceiling insulation is less than an effective R-19
 - The existing wall insulation is less than an effective R-11
4. All Other Heating Fuel Types (add more insulation if:)
 - The existing ceiling insulation is less than an effective R-19
 - The existing wall insulation is less than an effective R-16
 - The existing floor insulation is less than an effective R-16

A MHEA audit must be run for structures outside these construction details. The following are mandatory on all units.

- Air leakage (as determined by blower door testing)
- Water Heater and hot water pipe insulation (always installed unless a technical/safety problem exists which is beyond the scope of HWAP to correct)
- Furnace Tune-Up (as determined by visual inspection and duct testing procedures as outlined in the Weatherization Program Standards)
- Duct Sealing (as determined by visual inspection and duct testing procedures as outlined in the Weatherization Program Standards)
- Low Flow Showerhead (as determined by inspector and client)
- Electrical Baseload (as determined by metering of appliances or audit-gathered data on usage using section 1506-6 of the Weatherization Program Standards)
- Incidental Energy (related to repairs that do not exceed \$600.00, including labor and materials)
- Energy (related Health and Safety measures as described within Section III.4 of this plan)

Type I Block, Concrete, or Log Home (Solid Wall) with Basement and/or Crawl Space and Open Joist Attic

1. Uniform Measures (includes measures presumed cost effective as identified in Ohio's waiver audit approval request:
 - Air Leakage (as determined by required blower door testing).
 - Water Heater Insulation (always installed unless a technical/safety problem existed beyond the scope of HWAP to correct.)
 - Furnace Tune-up (as determined by diagnostic equipment and inspection procedures.)
 - Duct Insulation in non-conditioned areas.
 - Duct Sealing.
 - Low-flow Showerhead (as determined by inspector and client.)
2. Uninsulated Ceilings with less than an existing effective R-19
 - Insulate to R-38 (R-value may vary due to attic configurations and results of NEAT calculations.
3. Uninsulated Walls
 - Insulate to R-15
4. Uninsulated Floors
 - Insulate to R-19 (R-value to be installed may vary due to floor and results of NEAT calculations. Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.
5. Uninsulated Crawl Space or Basement
 - Insulate to R-11 (if Inhabitant suggests the insulation will remain in place undamaged and moisture can be controlled.)
6. Electrical Baseload
 - measures that are determined to be cost-effective based upon the results of a computerized audit or by using section 1506-6 of the Weatherization Program Standards.
7. Incidental Energy
 - Related repairs that do not exceed \$600.00
8. Energy
 - Health and Safety measures as described within Section III.4 of this plan

Optional Measures List for Building Types A- I (1 to 4 Units)

- Partially insulated Attics with existing insulation equal to or greater than an effective R-19
- Storm Windows over single pane windows
- Thermal Vent Damper
- Electric Vent Damper
- Intermittent Ignition Device (IID)
- Electric Vent Damper plus IID
- Flame Retention Burner
- Replacement Heating System (for efficiency improvements)
- High Efficiency Furnace (for efficiency improvements)

Optional measures are measures that are to be selected by NEAT, but cannot be installed unless achieving a SIR of I or greater, as described in Ohio's waiver audit approval request.

Individually Heated Multi-family Buildings with 5 or more units, but with 3 or less stories above grade
 Subject to Priority Rating by Housing Type Applicable to I-4 Units

Building Classification Types

- Uniform Measures
- Uninsulated Ceilings with existing insulation less than R-19, insulate to R-38
- Uninsulated Walls to R-15
- Uninsulated Floors to R-19
- Uninsulated Perimeters to R-11

A	B	C	D	E	F	G	I
3	4	3	3	3	3	2	3
1	1	1	1	1	1	1	1
2	2	2	2	2	4	-	-
4	3	4	-	4	2	-	2
4	3	4	-	4	2	-	2

Floors are only insulated if basement, crawl space, or combination basement/crawl space separates a conditioned space from an unconditioned space. If area is conditioned or unintentionally conditioned, this priority is not applicable.

1. Perimeters are insulated in conditioned basements, crawl spaces or combinations if:
 - Inhabitant activity suggests the insulation will remain in place undamaged
 - Moisture can be controlled
2. Electrical Baseload
 - Measures that are determined to be cost-effective based upon the results of a computerized audit or using section 1506-06 of the Weatherization Standards.
3. Incidental Energy
 - Related repairs that do not exceed \$600.00 including labor and materials.
4. Energy
 - Related Health and Safety measures as described within Section III.4 of this plan. However, an investment on the part of the building owner is required.

Centrally Heated Multi-family

Centrally heated multi-family buildings with 5 or more units or buildings with 4 stories or more (High Rise), will be treated based on EA-QUIP audit results and will still require the Office of Community Service's prior written authorization.

Typical Measures

- Tune-up and repair of the central heating system, distribution system
- Tune-up and repair of the central domestic hot water system
- Attic insulation
- Wall insulation
- Basement/Crawlspace insulation
- Air Sealing
- Electric Baseload