

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

**(Grant Number: EE0007926, State: MA, Program Year: 2017)**

**IV.1 Subgrantees**

<b>Subgrantee (City)</b>	<b>Planned Funds/Units</b>
Action for Boston Community Development (Boston)	\$538,150.00 90
ACTION, Incorporated (Gloucester)	\$555,270.00 82
Berkshire Community Action Council Inc. (Pittsfield)	\$222,725.00 35
Citizens for Citizens (Fall River)	\$515,210.00 86
Community Action of the Franklin, Hampshire and Quabbin (Greenfield)	\$291,545.00 47
Community Action Programs, Intercity (Chelsea)	\$509,475.00 85
Greater Lawrence Community Action Council Inc. (Lawrence)	\$466,125.00 75
Housing Assistance Corporation (Hyannis)	\$211,255.00 33
Quincy Community Action Programs (Quincy)	\$334,220.00 52
South Middlesex Opportunity Council (Framingham)	\$763,816.00 84
Springfield Partners in Community Action (Springfield)	\$498,005.00 83
Worcester Community Action Council (Worcester)	\$512,005.00 83
<b>Total:</b>	<b>\$5,417,801.00</b> <b>835</b>

**IV.2 WAP Production Schedule**

<b>Weatherization Plans</b>	<b>Units</b>
Total Units (excluding reweatherized)	810
Reweatherized Units	25

Note: Planned units by quarter or category are no longer required, no information required for persons.

<b>Average Unit Costs, Units subject to DOE Project Rules</b>		
<b>VEHICLE &amp; EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)</b>		
A	Total Vehicles & Equipment (\$5,000 or more) Budget	\$0.00
B	Total Units Weatherized	810
C	Total Units Reweatherized	25
D	Total Dwelling Units to be Weatherized and Reweatherized (B + C)	835
E	Average Vehicles & Equipment Acquisition Cost per Unit (A divided by D)	\$0.00
<b>AVERAGE COST PER DWELLING UNIT (DOE RULES)</b>		
F	Total Funds for Program Operations	\$3,945,375.00
G	Total Dwelling Units to be Weatherized and Reweatherized (from line D)	835
H	Average Program Operations Costs per Unit (F divided by G)	\$4,725.00

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I	Average Vehicles & Equipment Acquisition Cost per Unit (from line E)	\$0.00
J	Total Average Cost per Dwelling (H plus I)	\$4,725.00

**IV.3 Energy Savings**

Method used to calculate savings: <input checked="" type="checkbox"/> WAP algorithm <input type="checkbox"/> Other (describe below)			
	Units	Savings Calculator (MBtus)	Energy Savings
This Year Estimate	835	29.3	24466
Prior Year Estimate	0	29.3	0
Prior Year Actual	0	29.3	0

**Method used to calculate savings description:**

Massachusetts used DOE's recommended 29.3 Mbtu's per weatherized unit to determine estimated energy savings.

In order to increase energy savings from the WAP while the DOE average cost per unit is reduced, DHCD will focus on:

- Maximizing Subgrantee access to utility energy efficiency programs which will increase the amount of funds available, thus making certain that Subgrantees are able to provide comprehensive energy efficiency services;
- Continuing with Subgrantee Energy Auditor and WAP contractor technical training with priority given to cost-effective blower door directed air sealing, including pressure diagnostics and high density insulation techniques, as well as continued efforts at improving the quality of work;
- Continuing with heating system improvements facilitated by alternative funding sources such as DHCD's HEARTWAP as well as utility funds.

**IV.4 DOE-Funded Leveraging Activities**

During FY 1994, DHCD developed a statewide strategy to accomplish its leveraging goals. A solicitation for leveraging proposals was made during the 1994 program year. Action, Inc. was selected to represent the Subgrantee network. DHCD intends to continue this relationship into FY 2017 through an award of \$35,000 to Action Inc. to facilitate and continue its very successful efforts at leveraging non-federal funding for the WAP network.

DHCD continues to expand the capacity of the WAP Subgrantee providers to leverage non-public resources in order to facilitate the weatherization of additional low-income dwellings. These leveraging activities will be limited to the provisions contained under Section 142 of the Energy Policy Act of 1992, and may include:

- Training management and technical staff in the coordination and integration of utility and federal resources;
- Intervention and expert testimony on behalf of the low-income rate payer at utility rate case hearings, to include review of demand side management and low-income energy efficiency plans;
- Continued contact with the investor-owned utility industry and the private energy service company network;
- Continued negotiation with municipally-owned utilities with an emphasis on those with a high percentage of low-income households;
- Actively pursuing the creation of a unified audit and reporting protocol to facilitate the administration of multiple utility reporting requirements.

The WAP network in Massachusetts currently administers utility-funded Demand Side Management (DSM) programs that provide full-scale weatherization, similar in scope to DOE WAP, as well as Appliance Management Programs (AMPs) that provide low-income households with both client education and efficiency upgrades of lighting and high use electric appliances such as refrigerators and freezers. In addition, coordinated with the DOE WAP, is the LIHEAP-funded Heating Emergency Assistance Retrofit Task Weatherization Assistance Program (HEARTWAP) administered by DHCD which offers repair and replacement services for non-functional or inefficient heating systems. Under Massachusetts regulations, investor-owned electric utilities provide full-scale building shell improvements and heating system replacement services to non-electric heat customers. The WAP network also has access to funding for very limited WAP related repair measures.

During Calendar Year 2016 the WAP Network in Massachusetts leveraged approximately \$39 million for use in DSM, AMPs, and heating system programs for single and small multi-family income eligible dwellings.

DHCD estimates that combined program funding for the DOE WAP, HEARTWAP, and low-income single-family 1-4 unit utility rate-payers will serve approximately 20,000 households with some type of energy efficiency or heating system service over the next year.

Additionally, the Massachusetts WAP Subgrantee network, through the Low-Income Energy Affordability Network (LEAN), administers an additional \$35+ million per year in utility-funded activities in a Low-Income Multi-Family Program targeting high use income-eligible multi-family buildings. Additional information about that program can be found here: <http://leanmultifamily.org/>

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No utility funds are utilized or budgeted by DHCD. All funds are contracted by the Massachusetts utilities directly to local WAP/LIHEAP agencies. The \$35,000 provided by DHCD is an amount sufficient to allow LEAN to achieve the above referenced leveraging activities through research and preparation as well as physically attending relevant meetings.

**IV.5 Policy Advisory Council Members**

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

Braintree Electric Light Department	Type of organization: Utility Contact Name: Ms. Ruth Slater Phone: 7813482353 Email: <a href="mailto:rslater@beld.com">rslater@beld.com</a>
Low Income Energy Affordability Network (LEAN)	Type of organization: Non-profit (not a financial institution) Contact Name: Elliot Jacobson, VP Energy Programs Phone: 9782814040 Email: <a href="mailto:elj@actioninc.org">elj@actioninc.org</a>
MA Department of Energy Resources	Type of organization: Unit of State Government Contact Name: Ms. Arah Schuur Phone: 6176267313 Email: <a href="mailto:Arah.schuur@state.ma.us">Arah.schuur@state.ma.us</a>
MA Department of Public Utilities	Type of organization: Unit of State Government Contact Name: Ms. Nancy Stevens Phone: 6173053500 Email: <a href="mailto:Nancy.Stevens@state.ma.us">Nancy.Stevens@state.ma.us</a>
MA Executive Office of Elder Affairs	Type of organization: Unit of State Government Contact Name: Ms. Annette Peele Phone: 6177277750 Email: <a href="mailto:Annette.v.Peele@state.ma.us">Annette.v.Peele@state.ma.us</a>
MA Office on Disabilities	Type of organization: Unit of State Government Contact Name: Jeff Dougan Phone: 617727744027316 Email: <a href="mailto:Jeff.Dougan@state.ma.us">Jeff.Dougan@state.ma.us</a>
Massachusetts Energy Director's Association	Type of organization: Non-profit (not a financial institution) Contact Name: Mr. Peter Wingate Phone: 4137742318 Email: <a href="mailto:Pwingate@communityaction.us">Pwingate@communityaction.us</a>
Massachusetts Oil Heat Council	Type of organization: Non-profit (not a financial institution) Contact Name: Michael Ferrante Phone: 7813650844 Email: <a href="mailto:mferrante@massenergymarketers.org">mferrante@massenergymarketers.org</a>
National Consumer Law Center	Type of organization: Non-profit (not a financial institution) Contact Name: Charles Harak Phone: 6175428010 Email: <a href="mailto:charak@nclc.org">charak@nclc.org</a>
National Grid	Type of organization: Utility Contact Name: Mr. Mike Rossacci Phone: 8003223223 Email: <a href="mailto:michael.rossacci@nationalgrid.com">michael.rossacci@nationalgrid.com</a>
NStar Electric	Type of organization: Utility Contact Name: Cheryl Harrington, Residential Energy Efficiency Mgr. Phone: 7814418720 Email: <a href="mailto:Cheryl.Harrington@eversource.com">Cheryl.Harrington@eversource.com</a>
United Way of Massachusetts Bay	Type of organization: Non-profit (not a financial institution) Contact Name: Ms. Diane Franz Phone: 6176248000 Email: <a href="mailto:dfranz@supportunitedway.org">dfranz@supportunitedway.org</a>

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

Date Held	Newspapers that publicized the hearings and the dates the notice ran
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02/07/2017	Legal Notices for the 2/7/2017 DOE WAP Public Hearing appeared during the week of January 15, 2017 in: The Boston Globe, Eagle Tribune, The Enterprise, Patriot Ledger, The Republican, Worcester Telegram & Gazette. The Notice of Open Meeting/Public Hearing was posted on DHCD's website and notifications were sent to the MA Secretary of State's Office, the Executive Office of Administration and Finance, and the MA Office of the Attorney General.
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**IV.7 Miscellaneous**

The Massachusetts Department of Housing and Community Development's (DHCD) Recipient Business Officer is: Ms. Jennifer Maddox, Chief Financial Officer; [Jennifer.Maddox@state.ma.us](mailto:Jennifer.Maddox@state.ma.us); (617) 573-1250. The Recipient Primary Investigator is: Eric Beaton, Supervisor, Energy Conservation Unit; [Eric.Beaton@state.ma.us](mailto:Eric.Beaton@state.ma.us); (617) 573-1428.

The former DHCD Supervisor of the Energy Conservation Unit, David Fuller, retired in June 2016. A new DHCD Supervisor of the Energy Conservation Unit, Eric Beaton, was hired on July 24, 2016. DHCD's Fiscal Director, Dharam Dixit, also retired in June 2016. The Fiscal Director position was vacant for several months and was filled in December 2016 with the internal hiring of Chuna Keophannga.

For energy savings in section IV.3, Prior Year Estimate and Prior Year Actual figures are shown as zero. The figures are calculated to pre-populate from the previous year, however, because this is a new grant number in FY 2017, the current grant is not set up in PAGE to refer back to the previous grant number.

For FY 2017 budget planning, DHCD has followed DOE guidance and budgeted at the same funding level as FY 2016 under the current Continuing Resolution. DHCD informed all Subgrantees of this budget plan at both the WAP preliminary planning meeting for the State Plan on 1/26/17 as well as the WAP Public Hearing on 2/7/17. Subgrantees are aware that the WAP budget and subsequent allocations may change depending upon a final federal budget being determined. There will be no need to hold a follow-up WAP Public Hearing as the process for, and possible outcomes, of a Continuing Resolution vs. final determined federal budget have been outlined and discussed with the Subgrantees and other interested parties.

DHCD has also reminded all Subgrantees that a redistribution provision exists where DHCD may opt to shift funds as necessary in order to fully expend WAP funds during the budget period. DHCD has already included in each executed contract with Subgrantees language that addresses the specific purpose of this provision.

The Massachusetts WAP Policy Advisory Council (PAC) typically meets quarterly, but did not do so in FY 2016 due to staff transitioning with former DHCD Supervisor of the Energy Conservation Unit retiring in June 2016. During this transition period, the newly-hired Supervisor of the Energy Conservation Unit convened the PAC for a meeting on January 20, 2017 to go over the 2017 State Plan and other WAP related matters. Input from the PAC membership is solicited and welcomed regarding the development of policies and procedures as well as technical standards in coordinating the DOE WAP with utility-funded energy efficiency programs in Massachusetts. Members were provided a link to the draft State Plan and Public Hearing notice.

The DHCD Supervisor of the Energy Conservation Unit regularly meets with other Massachusetts energy-related outreach groups to provide updates and related information exchange regarding the WAP, as well as to solicit input and suggestions. Such groups include: Low-Income Energy Affordability Network (LEAN), Low-Income Best Practices Group (LIBP), LIHEAP Advisory Group, and Massachusetts Energy Director's Association (MEDA). In addition, the Supervisor, Energy Conservation Unit, has been appointed to the Massachusetts Energy Efficiency Advisory Council by the Department of Public Utilities. The EEAC is a Council which meets monthly and is chaired by the Commissioner of the Massachusetts Department of Energy Resources. The Energy Efficiency Advisory Council guides the progress of energy efficiency in the Commonwealth, ensuring our continuing leadership in implementation, integration, and innovation. DHCD's involvement with the EEAC will help to ensure that low-income residents are adequately served by the utilities as the EEAC works in collaboration with the utilities on their 3-year energy efficiency plans.

The Massachusetts fringe rate used for the DOE WAP budget includes the U.S. Health and Human Services approved fringe rate of 31.83% plus the approved payroll tax rate of 1.67%. Total fringe rate charged to employees salaries is 33.50%. This rate represents an increase from last year's State Plan when the rate was 30.82%.

Massachusetts Subgrantee agencies receiving less than \$350,000 do not receive any additional administrative funds in the budget or in their contracts with DHCD.