

Weatherization Assistance Program Enhancement & Innovation Funding Opportunity Announcement

DE-FOA-0003407

Informational Webinar

August 6, 2024

Weatherization.Innovation@hq.doe.gov



Notice

- No new information other than that provided in the FOA will be discussed in the webinar.
- Participation on this webinar today creates no advantages or disadvantages to the application evaluation process.
- Your participation is **completely voluntary**.

Notice

- All applicants are strongly encouraged to carefully read the Funding Opportunity Announcement DE-FOA-0003407 (“FOA”) and adhere to the stated submission requirements.
- If there are any inconsistencies between the FOA and this presentation or statements from DOE personnel, applicants should rely on the FOA language.
- Please seek clarification by submitting questions to **Weatherization.Innovation@hq.doe.gov**.

Anticipated Schedule

FOA Issue Date	07/30/2024
Submission Deadline for Full Applications	09/27/2024
Expected Date for DOE Selection Notifications	02/27/2025
Expected Timeframe for Award Negotiations	March – June 2025

DOE anticipates making awards July 1, 2025.

Agenda

1. FOA Description
2. Topic Areas
3. Award Information
4. Leveraged Funds
5. Eligibility
6. Full Applications
7. Merit Review and Selection Process
8. Registration Requirements
9. Submission
10. Applicant Best Practices
11. Points of Contact

FOA Description

“This FOA seeks applications to expand the impact of DOE's existing residential weatherization programs by utilizing leveraged resources and enhanced community partnerships to perform deep energy retrofits of low-income residential buildings and empower local community representation within the energy workforce. DOE seeks proposals that drive innovative approaches to program coordination and service delivery, while fostering the collaboration of dynamic and diverse teams.”

Topic Areas

Topic Area

Goals

Multifamily Housing

- Increase the number of multifamily buildings (5+ units) receiving comprehensive, deep energy retrofits.
- Make homes weatherization and electrification-ready.
- Ensure healthy indoor environments and protect against displacement of low-income residents.

Single Family and Manufactured Housing

- Increase the number of single family and manufactured housing buildings (1-4 units) receiving comprehensive, deep energy retrofits.
- Make homes weatherization and electrification-ready.
- Ensure healthy indoor environments.

Workforce Development

- Develop and implement innovative approaches to recruit, hire, train, retain and support employees within WAP.
- Promote efforts within the recipient community and from underrepresented groups in the home energy performance and energy efficiency workforce

Non-Responsive Applications

The following types of applications will be deemed nonresponsive and will not be reviewed or considered for an award:

- Applications that fall outside the technical parameters specified in Sections I.A., I.B., I.C., I.D. and I.E. of the FOA.

Award Information

Total Amount to be Awarded	Approximately \$36 million
Average Award Amount	\$500,000 to \$2,000,000
Type of Funding Agreement	Grants
Period of Performance	36 months
Cost Share Requirement	None

Leveraged Funds

- Applicants are encouraged to use awarded E&I funds in conjunction with DOE WAP formula awards and leverage other funding sources to maximize the benefits of the E&I funding.
 - Leveraged resources may include federal (non-DOE) or non-federal funding, financial contributions, volunteer labor, in-kind donations, and other resources provided by partner organizations.
- Goal of at least a 2:1 ratio of leveraged resources to DOE awarded funds.

Full Applications

The Full Application Includes:

Project Descriptions

- ☐ Project Narrative
- ☐ Statement of Project Objectives
- ☐ Diversity, Equity, and Inclusion Plan
- ☐ Locations of Work

Supporting Project Materials

- ☐ Letters of Commitment
- ☐ Resumes
- ☐ Budget Information

Communication Materials

- ☐ Summary for Public Release
- ☐ Summary Slide

Required Forms and Waivers

- ☐ SF-424 Application for Federal Assistance
- ☐ SF-LLL Disclosure of Lobbying Activities

If applicable:

- ☐ Authorization for Non-DOE/NNSA FFRDCs
- ☐ Foreign Entity Waiver Requests and Foreign Work Waiver Requests
- ☐ Potentially Duplicative Funding Notice
- ☐ Impacted Indian Tribes Documentation

Project Narrative Content

Content	Suggested Length
Cover Page	N/A
Project Overview	10% or 1 page
Technical Description, Innovation, and Impact	30% or 3 pages
Workplan	40% or 4 pages
Technical Qualifications and Resources	20% or 2 pages

Full Application Eligibility Requirements

- Applicants must submit a Full Application by **9/27/2024 at 5:00pm ET.**
- **Full Applications are eligible for review if:**
 - The Applicant is an eligible entity according to Section III.A of FOA;
 - The Full Application is compliant with Section III.C of FOA; and
 - The proposed project is responsive to the FOA Section III.D of FOA.

Who is Eligible to Apply?

The entity must be organized, chartered, or incorporated under the laws of a particular state or territory of the United States; have majority domestic ownership and control; and have a physical place of business in the United States.

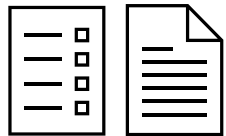
Eligible to Apply	Eligible to Participate as <u>Subrecipient</u>	<u>NOT</u> Eligible to Apply
<ul style="list-style-type: none">✓ Current WAP Grantees✓ Current WAP Subgrantees✓ Nonprofit 501(c)(3) organizations	<ul style="list-style-type: none">✓ Institutions of higher education✓ For profit entities✓ Nonprofit entities✓ State/Local governmental entities✓ Federally recognized Indian Tribes✓ Non-DOE/NNSA FFRDCs	<ul style="list-style-type: none">× Entities banned from doing business with the U.S. government× Nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code of 1986 that engaged in lobbying activities after December 31, 1995

Multiple Applications

- An entity may submit **one** Full Application addressing one Topic Area.
- If an entity submits **more than one** Full Application, **DOE will request a determination** from the applicant's authorizing representative as to which application should be reviewed.
 - Any other submissions received listing the same entity as the applicant will not be eligible for further consideration.
- This limitation **does not** prohibit an applicant from collaborating on other applications (e.g., as a potential subrecipient or partner) so long as the entity is only listed as the applicant on one Full Application submitted under this FOA.

Merit Review and Selection Process

- The **Merit Review** process consists of multiple phases, including an initial **eligibility review** and a **technical review**.
- Rigorous technical reviews are conducted by reviewers that are experts in the subject matter of the FOA.
- The **Selection Official** considers the recommendations of the reviewers, along with other considerations, such as program policy factors, to make the final selection decisions.



1. Eligibility Review

Ineligible applications are removed from consideration. All eligible applications are passed on to the reviewers.



2. Technical Review

Subject matter experts review, make comments, and score applications based on technical merit and FOA criteria. Applicants have an opportunity to respond to reviewers' comments.



3. Review Panel

Reviewers convene to discuss applications and applicants' responses to comments. Reviewers finalize application scores. Applications with the highest scores are passed on to the Selection Official.



4. Final Selection

The Selection Official selects the projects to be awarded based on reviewer recommendations, program policy factors, and available funds.

Technical Merit Review Criteria

Criterion	Weight
1) Technical Merit, Innovation, and Impact	50%
2) Project Approach and Implementation	30%
3) Team and Resources	10%
4) Diversity, Equity, & Inclusion Plan	10%

Technical Merit Review Criteria

Criterion 1: Technical Merit, Innovation, and Impact (50%)

- Extent to which the application specifically and convincingly demonstrates how the applicant will deliver the proposed enhancement or innovation;
- Extent to which the proposed program or process is unique, innovative, of high impact, or offers solutions not currently or widely used in the WAP;
- Extent to which the program or process is replicable and can be adopted by other WAP Grantees and Subgrantees and/or nonprofits;
- Extent to which the program or process supports the topic area and project objectives;
- Extent to which siting and environmental constraints are considered for deployment; and
- Extent to which project has the potential to reduce emissions and accelerate clean energy benefits for a community or region.

Technical Merit Review Criteria

Criterion 2: Project Approach and Implementation (30%)

- Extent to which the approach has been clearly described and thoughtfully considered;
- Extent to which the task descriptions are clear, detailed, timely, and reasonable, resulting in a high likelihood that the proposed Workplan will succeed in meeting the project goals;
- Discussion and demonstrated understanding of the key technical risk areas involved in the proposed work and the quality of the mitigation strategies to address them;
- The reasonableness of the budget and spend plan for the proposed project and objectives;
- Strength of the quantifiable metrics, milestones, and mid-point deliverables defined in the application, such that meaningful interim progress will be made; and
- Adequacy, reasonableness, and soundness of the project schedule, interim milestones, and metrics to track process.

Technical Merit Review Criteria

Criterion 3: Team and Resources (10%)

- The qualifications, experience, and past performance of the applicant, including experience successfully managing and administering Federal funds;
- Extent to which the proposed project utilizes leveraged resources to achieve programmatic objectives;
- Extent to which the proposed project has broad public support from the communities most directly impacted by the project;
- The level of participation by project participants as evidenced by letter(s) of commitment and how well they are integrated into the Workplan;
- The applicant's record of constructing, renovating, repairing, or making energy efficient single-family, multifamily, or manufactured homes that are occupied by low-income persons, either directly or through affiliates, chapters, or other partners (using the most recent year for which data are available); and
- The number of dwelling units occupied by low-income persons that the applicant has built, renovated, repaired, weatherized, or made more energy efficient in the 5 years preceding the date of the application.

Technical Merit Review Criteria

Criterion 4: Diversity, Equity, and Inclusion (10%)

- The quality and manner in which the measures incorporate diversity, equity and inclusion goals in the project; and
- Extent to which the project benefits underserved communities.

Program Policy Factors

The Selection Official may consider the following program policy factors in making their selection decisions:

- The proposed project exhibits diversity in scope when compared to the existing DOE project portfolio and other projects selected from the subject FOA;
- The proposed project, or group of projects, represent a desired geographic distribution (considering past awards and current applications);
- The proposed project incorporates applicant or team members from Minority Serving Institutions (e.g., Historically Black Colleges and Universities (HBCUs)/Other Minority Institutions (OMIs)); and partnerships with Minority Business Enterprises, minority-owned businesses, woman-owned businesses, veteran-owned businesses, or Indian Tribes;
- The proposed project will employ procurement of U.S. iron, steel, manufactured products, and construction materials.

Registration Requirements

- To apply to this FOA, Applicants must:
 - ☐ Obtain a “**control number**” at least 24 hours before the submission deadline;
 - ☐ Submit application materials through the **Clean Energy Infrastructure eXCHANGE**.
- The following registrations are not required to apply, but must be completed to receive an award under this FOA:

Registration	Website
System for Award Management (SAM)	https://www.sam.gov
FedConnect	https://www.fedconnect.net
Grants.gov	http://www.grants.gov

Means of Submission

- Full Applications must be submitted through the Clean Energy Infrastructure eXCHANGE at <https://infrastructure-exchange.energy.gov/>
 - DOE will not review or consider applications submitted through other means
- The Users' Guide for Applying to the Department of Energy Funding Opportunity Announcements can be found at <https://infrastructure-exchange.energy.gov/Manuals.aspx>

Key Submission Points

- ❑ Check entries in eXCHANGE
 - Submissions could be deemed ineligible due to an incorrect entry
- ❑ DOE strongly encourages Applicants to submit 1-2 days prior to the deadline to allow for full upload of application documents and to avoid any potential technical glitches with eXCHANGE
- ❑ Make sure you hit the “submit” button
 - **Any changes made after you hit submit will un-submit your application** and you will need to hit the submit button again
- ❑ For your records, print out (or save as a PDF) the eXCHANGE page at each step, which contains the application’s Control Number

Applicant Points-of-Contact

- Applicants must designate primary and backup points-of-contact in eXCHANGE with whom DOE will communicate to conduct award negotiations
- It is imperative that the Applicant/Selectee be responsive during award negotiations and meet negotiation deadlines
 - Failure to do so may result in cancellation of further award negotiations and rescission of the Selection

Applicant Best Practices

- Adhere to application page limits listed in FOA Section IV.C.
- Include Specific, Measurable, Assignable, Realistic and Time-Related (SMART) goals
- Leverage resources at 2:1 ratio to expand the reach of E&I funds
 - Federal (non-DOE) or non-federal funding, financial contributions, volunteer labor, in-kind donations, and other resources provided by partner organizations
- Establish partnerships within and outside of the WAP network

Applicant Best Practices

- Topic Areas 1 & 2:
 - Ensure proposed measures are not currently included in WAP
 - Include a detailed list of potential measures in the SOPO
 - Identify how both energy and non-energy benefits will be measured/evaluated
 - Describe how E&I work will be coordinated with WAP-funded retrofits
- Topic Area 3:
 - Describe job placement for WAP trainees

Questions

Questions about this FOA?

- Email Weatherization.Innovation@hq.doe.gov
- All Q&As related to this FOA will be posted on eXCHANGE
- You must select FOA Number **DE-FOA-0003407** to view the Q&As
- DOE will attempt to respond to a question within **3 business days**, unless a similar Q&A has already been posted on eXCHANGE

Problems logging into eXCHANGE or uploading and submitting application documents with eXCHANGE?

- Email InfrastructureExchangeSupport@hq.doe.gov
- Include “Enhancement & Innovation FOA” and “DE-FOA-0003407” in subject line