

Bipartisan Infrastructure Law WAP Enhancement & Innovation

DE-FOA-0002912

Informational Webinar

July 20, 2023

Weatherization.Innovation@hq.doe.gov



Notice

- This webinar will focus solely on information provided in the FOA.
- 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-0002912](#) (“FOA”) and adhere to the stated submission requirements.
- This presentation summarizes the contents of the FOA.
- 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**](mailto:Weatherization.Innovation@hq.doe.gov).

BIL WAP Enhancement & Innovation (DE-FOA-0002912)

Anticipated Schedule

FOA Issue Date	06/27/2023
Submission Deadline for Concept Papers	08/31/2023
Submission Deadline for Full Applications	01/05/2024
Submission Deadline for Replies to Reviewer Comments	02/16/2024
Expected Date for DOE Selection Notifications	05/31/2024
Expected Timeframe for Award Negotiations	06/01/2024 - 09/30/2024

Agenda

1. FOA Description
2. Topic Areas
3. Award Information
4. Leveraged Funds
5. Eligibility
6. FOA Timeline
7. Concept Papers
8. Full Applications
9. Merit Review and Selection Process
10. Registration Requirements

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 such as: people of color, women, veterans, individuals with disabilities, opportunity youth, returning citizens, and individuals who are socioeconomically disadvantaged.

Award Information

Total Amount to be Awarded	Approximately \$25 million
Average Award Amount	\$500,000 to \$2,000,000
Type of Funding Agreement	Grants
Period of Performance	3 years
Cost Share Requirement	None

Leveraged Funds

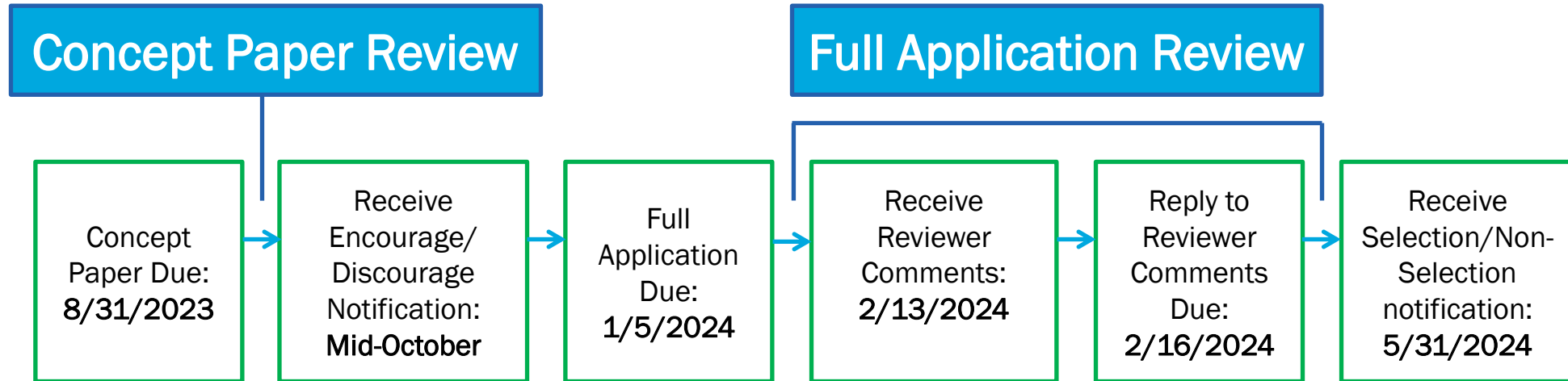
- Applicants are encouraged to use awarded E&I funds in conjunction with DOE WAP formula awards and leverage other funding sources to maximize the benefits of the E&I funding.
 - Leveraged resources may include federal (non-DOE) or non-federal funding, financial contributions, volunteer labor, in-kind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

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) organizations	<ul style="list-style-type: none">✓ Federal agencies and instrumentalities (other than DOE)✓ 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

FOA Timeline



DOE anticipates making awards by September 30, 2024.

Concept Papers

- Applicants must submit a **Concept Paper** limited to a single Topic Area.
 - Section IV.C of the FOA contains the Concept Paper submission requirements.
- Failure to include the required content could result in the Concept Paper receiving a “**discouraged**” determination or being found ineligible.
- Concept Papers must be submitted by **8/31/2023 at 5:00pm ET** through the Clean Energy Infrastructure eXCHANGE.
- DOE provides applicants with:
 1. An “**encouraged**” or “**discouraged**” notification; and
 2. Reviewer comments.

Concept Paper Review Criteria

Concept Paper Criterion: Overall FOA Responsiveness and Viability of the Project (Weight: 100%)

- The applicant clearly describes the proposed project, how it will advance the WAP goals in a unique and innovative way;
- The applicant has identified risks and challenges, including possible mitigation strategies, and has shown the impact that DOE funding and the proposed project would have on the WAP network;
- The applicant has the qualifications, experience, capabilities, and resources necessary to complete the proposed project; and
- The proposed work, if successfully accomplished, would clearly meet the objectives as stated in the FOA.

Full Application Eligibility Requirements

- Applicants must submit a Full Application by **1/5/2024 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 Applicant submitted an eligible Concept Paper;
 - 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.

Multiple Applications

- An entity may submit one **Concept Paper** and one **Full Application** addressing one Topic Area.
- If an entity submits more than one **Concept Paper** and **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 Concept Paper and one Full Application submitted under this FOA.

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.

Full Applications

The Full Application Includes:

Project Descriptions

- ☐ Project Narrative
- ☐ Community Benefits Plan

Communication Materials

- ☐ Summary for Public Release
- ☐ Summary Slide

Supporting Project Materials

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

Required Forms and Waivers

- ☐ SF-424 Application for Federal Assistance
- ☐ SF-LLL Disclosure of Lobbying Activities
- ☐ Foreign Entity Waiver Requests and Foreign Work Waiver Requests (if applicable)
- ☐ Potentially Duplicative Funding Notice (if applicable)

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

Technical Merit Review Criteria

Criterion	Weight
1) Technical Merit, Innovation, and Impact	50%
2) Project Approach and Implementation	20%
3) Team and Resources	10%
4) Community Benefits Plan	20%

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, and of high impact;
- 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;
- Degree 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 (20%)

- Degree to which the approach has been clearly described and thoughtfully considered;
- Degree to which the task descriptions are clear, detailed, timely, and reasonable, resulting in a high likelihood that the proposed Workplan and SOPO 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;
- 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 capability of the Project Manager(s) and the proposed team to address all aspects of the proposed work with a high probability of success;
- The qualifications, relevant expertise, and estimated time commitment of the individuals on the team;
- Degree to which the proposed project utilizes leveraged resources to achieve programmatic objectives;
- Diversity of expertise and perspectives of the team and the inclusion of industry partners that will amplify impact;
- The level of participation by project participants as evidenced by letter(s) of commitment and how well they are integrated into the Workplan; and
- The reasonableness of the budget and spend plan for the proposed project and objectives.

Technical Merit Review Criteria

Criterion 4: Community Benefits Plan (20%)

- **Partnerships**
 - Clear articulation of existing and planned formal partnerships with other organizations and service providers.
 - Degree to which the formal agreements will enhance outcomes for beneficiaries and workers.
- **Diversity, Equity, Inclusion, and Accessibility (DEIA)**
 - Clear articulation of the project's goals related to diversity, equity, inclusion, and accessibility;
 - Degree to which program provides work and training opportunities for underrepresented groups in the home energy performance and energy efficiency/DOE WAP workforce;
 - Quality of the project's DEIA goals, as measured by the goals' depth, breadth, likelihood of success, inclusion of appropriate and relevant SMART milestones, and overall project integration; and
 - Extent of engagement of organizations that represent underserved communities as a core element of their mission, including minority-serving institutions (MSIs), Minority Business Entities, and non-profit or community-based organizations.

Technical Merit Review Criteria

Criterion 4: Community Benefits Plan (20%) - continued

- **Justice40 Initiative**
 - Screenshot of the project area using the CEJST to highlight disadvantaged communities in and around the project area;
 - Clear articulation of the role of community engagement in the applicant's project and the anticipated benefits to communities, particularly those that are disadvantaged; and
 - Extent to which the applicant has demonstrated a plan to better understand and engage community stakeholders and tailor outreach and/or education efforts accordingly.
- **Workforce Development**
 - Quality and manner in which the proposed project will create, retain, and/or support pathways to high quality, good-paying jobs with employer-sponsored benefits for all classifications and phases of work;
 - Extent to which applicant demonstrates that they are a responsible employer, as evidenced by the provision of above-average wage and benefits, and investments in worker training and advancement;
 - Clear and comprehensive workplan tasks, staffing, research, and timeline for engaging workforce stakeholders and/or evaluating the possible near and long-term implications of the project for the U.S. workforce.

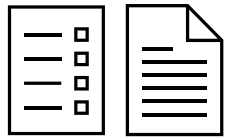
Replies to Reviewer Comments

- DOE provides applicants with reviewer comments.
- Applicants are not required to submit a Reply - it is optional.
- To be considered by DOE, Replies must be submitted by **2/16/2024 at 5:00pm ET** through the Clean Energy Infrastructure eXCHANGE.

Section	Page Limit	Description
Text	2 pages max	Applicants may respond to one or more reviewer comments or supplement their Full Application.
Optional	1 page max	Applicants may use this page however they wish; text, graphs, charts, or other data to respond to reviewer comments or supplement their Full Application are acceptable.

Merit Review and Selection Process

- The **Merit Review** process consists of multiple phases that each include an **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.



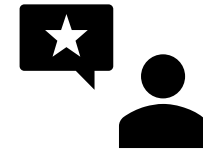
2. Technical Review

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.

Program Policy Factors

The Selection Official may consider the following program policy factors in making his/her selection decisions:

- Project exhibits diversity in scope when compared to the existing DOE project portfolio and other projects selected from the subject FOA;
- Project, including proposed leveraged resources, optimizes the use of available DOE funding to achieve programmatic objectives;
- Project is likely to lead to increased high-quality employment and manufacturing in the United States;
- Project, or group of projects, represent a desired geographic distribution (considering past awards and current applications);
- Project incorporates applicant or team members from Minority Serving Institutions (e.g., Historically Black Colleges and Universities/Other Minority Serving Institutions); and partnerships with Minority Business Enterprises, minority-owned businesses, woman-owned businesses, veteran-owned businesses, or Indian Tribes;
- Project is supported by and partners with labor unions and registered apprenticeship programs.

Program Policy Factors - continued

The Selection Official may consider the following program policy factors in making his/her selection decisions:

- Project, when compared to the existing DOE project portfolio and other projects to be selected from the subject FOA, contributes to the total portfolio meeting the goals reflected in the Community Benefits Plan criteria;
- Project will employ procurement of U.S. iron, steel, manufactured products, and construction materials;
- Project has broad public support from the communities most directly impacted by the project;
- 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;
- The qualifications, experience, and past performance of the applicant, including experience successfully managing and administering Federal funds;
- Project targets residential units with high energy burden; and
- Applicant will utilize partnerships with existing WAP Grantees, Subgrantees, and regional coordination.

Registration Requirements

- To apply to this FOA, Applicants must:
 - ☐ Obtain a “**control number**” at least 24 hours before the first 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

- Concept Papers, Full Applications, and Replies to Reviewer Comments 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

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-0002912** in order 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 “**BIL Enhancement & Innovation FOA**” and “**DE-FOA-0002912**” in subject line