



BRIAN SANDOVAL
Governor

STATE OF NEVADA

DEPARTMENT OF BUSINESS & INDUSTRY
HOUSING DIVISION
1535 Old Hot Springs Road, Suite 50
Carson City, Nevada 89706

BRUCE BRESLOW
Director

CJ MANTHE
Administrator

WEATHERIZATION ASSISTANCE PROGRAM

MEMO: All Subgrantees 15-17
DATE: February 23, 2015
TO: All Interested Parties
FROM: Sue Martin, Weatherization Program Manager
SUBJECT: Application for Service Provider for Weatherization Services FY 2016

This memo is to notify interested parties that the Nevada Housing Division is releasing its annual application for Service Providers for the Weatherization Assistance Program.

Current service providers, in good standing, interested in continuing to administer the Weatherization Assistance Program will be given priority for continued service in the area(s) they currently serve.

The following geographical location, City of Henderson will not be receiving an application this year. As a result, the Division will accept applications from applicants outside of the City of Henderson. The Division will review any applications submitted and award funds at its discretion.

Funding for the City of Henderson is approximately \$240,000 for a total of 34 units. Interested parties must designate on the attached application the area(s) they are applying for and provide information regarding their plan to deliver service(s) to that area (s).

Phone: (775) 687-2040 or (800) 227-4960
Fax: (775) 687-4040
TDD Number (800)326-6868
www.housing.nv.gov



STATE OF NEVADA
DEPARTMENT OF BUSINESS & INDUSTRY
HOUSING DIVISION

**Application for Service Providers
Fiscal Year 2016**

WEATHERIZATION ASSISTANCE PROGRAM

Release Date: February 23, 2014

**Deadline for Submission and Time:
Wednesday March 12, 2014 – 3 PM**

For additional information, please contact:

Sue Martin, Program Manager
State of Nevada, Housing Division
1535 Hot Springs Road, #50
Carson City, NV 89706
Phone 775-687-2037
Email address: suemartin@housing.nv.gov

(TTY for Deaf and Hard of Hearing: 1-800-326-6868)

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Application for Service Providers FY 2016

I. PURPOSE

The Nevada Housing Division (NHD) is soliciting applications from qualified duly-registered Community Action Agencies or other public or non-profit entities to manage and deliver Weatherization Assistance Program (WAP) services in specific service areas on an as-needed basis under grant award. Applicants may apply for one (1) or more service areas, however, current Subgrantees in good standing, will be given preference in the service area they are currently serving. The resulting grant award will be for State Fiscal Year (SFY) 2016 which begins on July 1, 2015 and runs through June 30, 2016.

II. OVERVIEW AND OBJECTIVES

WAP reduces energy costs for low-income households by increasing the energy efficiency of their homes while ensuring their health and safety. The program prioritizes the delivery of services to the elderly, persons with disabilities and families with children ages 6 and under.

Applicants awarded grants under this Grant Application Process are called Subgrantees. Therefore, this document refers to Applicant(s) and Subgrantee(s) interchangeably.

NHD administers WAP through a network of Subgrantees who manage and deliver the program in six (6) service areas. Subgrantees conduct onsite energy audits/assessments to determine the scope of work for each project. Also, through a Request for Quotation, Subgrantees retain local Contractors with trained crews to install the various energy conservation measures in single-family homes, mobile homes and/or multi-family buildings.

Applicants must demonstrate the agency is:

- Capable of managing and directing weatherization services with their Contractors; and/or,
- Has the knowledge of or demonstrates experience in providing weatherization services.

III. OBJECTIVES

The objectives of this solicitation are to:

- A. Provide a procedure for notifying qualified agencies interested in submitting a grant application to provide Weatherization Services to qualified applicants.
- B. Promote increased efficiency and performance by Subgrantees in managing and the delivering the WAP for SFY 2016.
- C. Ensure that materials and services comply with laws, rules, regulations, policies, procedures and standards required by funders and NHD.

IV. SCHEDULE OF KEY DATES

The following are the key dates on the procurement schedule:

Agency Activity	Dates*
Issue Request Application	February 23, 2015
Applications due to NHD by 3 PM	March 12, 2015
Issuance of Notice of Award via Draft State Plan	April 1, 2015
Public Hearing	April 16, 2015
Execute Grant Award/Contract	June 15, 2015

*NHD reserves the right to proceed under a modified version of this schedule, if required.

V. APPLICANT REQUIREMENTS

The Applicant must be a Community Action Agency or other public or a non-profit agency. Any existing Subgrantee in good standing with the NHD during SFY 2015 may apply. Good standing is defined as having lived up to all terms and conditions of the current grant award which includes submitting reports timely and completing units on a consistent basis throughout the year.

A. Date, Time and Place to Submit Grant Application

Please submit two (2) copies of all requested information contained in this Application Package to **either**:

Sue Martin
Nevada Housing Division
1535 Old Hot Springs Road, Suite 50
Carson City, NV 89706

or

Jim Smallridge
Nevada Housing Division
7220 Bermuda Rd, Suite B
Las Vegas, NV 89119

Application Packages shall be accepted until 3:00 PM, PST, Thursday, March 12, 2015. Responses shall be accepted in person, by courier service or the US Postal Service. Faxed or emailed applications or information submitted after the deadline shall not be considered and late submittals shall not be accepted.

B. Submission of Grant Application

All information provided in agency's Application is subject to verification by NHD. Misleading, incomplete and/or inaccurate information may be grounds for disqualification at any stage in the award process.

NHD reserves the right to reject any or all submissions.

C. Inquiries

All inquiries concerning this Grant Application should be directed to Sue Martin, Weatherization Program Manager at suemartin@housing.nv.gov or (775) 687-2037.

VI. FUNDING PERIOD

The program year begins July 1, 2015 ends June 30, 2016.

VII. FUNDING

A. Sources

The WAP is funded by grants awarded to NHD from a combination of Federal funds received through formula grants from the U.S. Department of Energy (DOE), the U.S. Department of Health and Human Services; State funds generated through the Universal Energy Charge, HEROS through the Governor's Office of Energy and the Low-Income Housing Trust Fund; as well as, Local utility company grant funds facilitated by Demand-Side Management Programs. For SFY 2016, approximately **\$5,000,000** is available.

If funding levels change prior to the notice of grant award, they will be distributed proportionately based on the number of eligible households residing in each of the service areas.

B. Administrative Fees and Reimbursements

Unless noted in the grant award, up to 10% of the funds awarded for each service area may be used for administrative costs associated with managing the Weatherization Assistance Program. Up to an additional 24% of funds allocated from DOE, FEAC and LIHEAP in the Program Operations budget category may be used by the Subgrantee for salary and fringe benefits of weatherization staff. Other allowable uses of funds and budget categories include; training and technical assistance activities, liability insurance, health and safety concerns, contract services and operational costs.

Limited advances will be allowed based on the review of a monthly cash flow projection, expenditures and production achieved.

VIII. LEGAL GUIDANCE

The Low-Income Weatherization Assistance Program (WAP) was established in 1976 by the U.S. Department of Energy under Title IV, Energy Conservation and Production Act. WAP is administered in accordance with Nevada Revised Statutes 702, the US DOE 10 Code of Federal Regulations (CFR) Part 440, Part 600, and the US DOE State Plan; US Department of Health and Human Services 45 CFR Part 96.87 and the Low-Income Home Energy Assistance Program State Plan; and the Nevada Fund for Energy Assistance and Conservation (FEAC) State Plan, and Nevada Administrative Code 702. Additional legal guidance in NRS 645D requires the licensure of energy auditors by the Real Estate Division. Program administration is guided by the funders and includes the requirement for conformance to NHD standards in the Subgrantee Administrative Manual, NHD Field Inspection Manual and the Weatherization Field Manual.

IX. SERVICE AREAS

The proposed service areas for SFY 2016 are as follows: (1) The City of North Las Vegas plus northern rural Clark County; (2) The City of Las Vegas plus southern rural Clark County; (3) the City of Henderson; (4) Washoe County; (5) Eastern Rural Nevada; and, (6) Western Rural Nevada.

The projected funding levels and corresponding production levels listed below reflect the amount of funds anticipated to be received from the US DOE, the Nevada Public Utility Commission, and Low Income Home Energy Assistance Program (LIHEAP) through Health and Human Services, the Governor's Office of Energy and Southwest Gas Corporation. The following projections are subject to change based on actual funds received through the various funding agencies. NHD reserves the right to allocate funds in a way which maximizes program efficiency. Therefore, Subgrantees may be awarded a disproportionate amount of one funding source. However, the overall amount of funding estimated to be awarded for each service area is based on percent of population in poverty, information provided by the State of Nevada Demographer's Website, and data from the U.S. Census Bureau.

Funding projections below include DOE, FEAC, LIHEAP, HEROS and SWG funds only. NHD anticipates awarding HTF funds but they are not calculated below as these funds are a multi-year grant and are not tied to a minimum projected number of units. Funding statewide will be adjusted downward based on percentage of poverty by service area should one or more funding sources become unavailable prior to awards being made.

SERVICE AREAS	APPROXIMATE FUNDING	# OF HOUSEHOLDS TO BE WEATHERIZED
1. City of North Las Vegas + Northern Rural Clark County	\$ 985,542	147
2. City of Las Vegas + Southern Rural Clark County	\$2,307,612	347
3. City of Henderson	\$ 240,376	34
4. Washoe County	\$ 768,766	116
5. Eastern Rural	\$ 347,452	58
6. Western Rural	\$ 393,776	79
Total	\$5,043,524	781

X. PRIMARY SUBGRANTEE RESPONSIBILITY AND SCOPE OF WORK

Subgrantee must acknowledge on a quarterly basis the capacity to manage and direct the completion of the number of projects consistent with the **benchmarks** below from July 1, 2015 through June 30, 2016:

SERVICE AREAS	Total Number of Households to Complete SFY 2016	Number of Households to Complete Per Quarter			
		Q1	Q2	Q3	Q4
1. City of North Las Vegas + Northern Rural Clark County	147	36	37	37	37
2. City of Las Vegas + Southern Rural Clark County	347	86	87	87	87
3. City of Henderson	34	8	8	9	9
4. Washoe County	116	29	29	29	29
5. Eastern Rural	58	14	14	15	15
6. Western Rural	79	19	20	20	20
Total	781				

The primary responsibility of a Subgrantee is to provide an efficient, cost effective program in compliance with the NHD's established program policies, procedures, laws, rules and federal and state regulations.

Subgrantee's performance will be evaluated on a monthly and quarterly basis and each Subgrantee is expected to complete projects on a consistent basis. Failure to demonstrate consistent performance may result in the redistribution of funds awarded the Subgrantee or the termination of the remaining grant award amounts. In either case, the Subgrantee will be provided appropriate notice of NHD's reasons for re-

distribution or termination and the Subgrantee will also have an adequate opportunity to respond.

Subgrantees will conduct and document outreach activities promoting WAP services to potential Clients. During marketing and promotion, all Subgrantees shall include and provide proper recognition of the funding awarded by the NHD in all forms of media/advertising (news articles, television and radio interviews, etc.), promotional and marketing collateral materials, brochures, signage, etc. Subgrantees shall submit information to NHD's Program Manager for approval prior to the release of any media/advertising or press releases.

Types of activities Subgrantees are expected to perform:

- Effectively manage and direct financial and human resources to complete projects.
- Provide competent technical field staff.
- Conduct and document Client outreach.
- Determine Client eligibility.
- Prioritize Client assistance consistent with the NHD Eligibility Determination Worksheet.
- Conduct energy assessments and audits.
- Develop the Scope of Work, oversee the Contractor's installation of weatherization measures, and complete 100% final inspection and re-inspection when required.
- Perform required testing and troubleshooting to identify and estimate needed weatherization-related repairs.
- Process invoices and issue payments to Contractors.
- Submit monthly Financial Status Reports (FSR) for reimbursement from NHD.
- Enter client information into the NHD database and export data to NHD on a timely monthly basis.
- Assist NHD in the submittal of any data requests.
- Conduct an annual competitive bid process in the form of a Request for Quotation (RFQ) in the basic format developed by NHD to solicit contractors for the upcoming fiscal year.
- Ensure Subgrantee and Contractor staff maintains required licenses and training.

XI. CLIENT OUTREACH AND ELIGIBILITY

Subgrantees will conduct outreach to ensure a sufficient number of applicants from eligible households for each funding source. In addition, Subgrantees will review and approve applications from Clients for the services to determine eligible households whose annual gross income is at or below 200% of poverty for DOE, HEROS and Southwest Gas and 150% for FEAC and LIHEAP funds. Priority assistance is to be given to households which are single family, high energy users, or those occupied by individuals who are elderly (60 years of age and older), disabled or have children age six (6) and below.

Owners of rental units are required to contribute one-half (50%) of the cost for capital improvements related to a project.

XII. CONDUCT ENERGY ASSESSMENTS AND AUDITS

The Subgrantee shall conduct an energy audit/assessment and develop a corresponding scope of work for each household receiving weatherization services. Subgrantees SHALL NOT defer the energy assessment, the development of the scope of work or Subgrantee required testing to the Contractor(s) that perform the work. Subgrantees that do not have the staff capacity may contract with an independent third-party licensed energy auditor on a temporary basis, subject to NHD approval, to complete the energy audit/assessment. However, Subgrantees must develop the scope of work and perform the required testing. These responsibilities may not be contracted out.

Subgrantees unable to meet this minimum qualification will be deemed disqualified.

XIII. REPORTING REQUIREMENTS

Subgrantees are responsible for maintaining a database, developed by the NHD, which includes household information for each Client receiving weatherization assistance. The financial reporting includes a submission of a monthly Financial Status Report Request for Funds plus an annual financial and/or compliance audit report.

The NHD reserves the right to conduct a monthly review of the Subgrantee's financial statements. Failure to provide accurate and timely monthly reports may result in delay in processing requests for reimbursement of program expenditures and/or termination of the grant award.

XIV. PROCUREMENT REQUIREMENTS

Prior to the release of grant funding, Subgrantees receiving funding for SFY 2016 must publicly solicit weatherization Contractors through a competitive bid process/RFQ in the format developed by NHD(attached). Subgrantees will be required to provide Contractor cost information to NHD no later than 5 PM on May 30, 2015. In FY 2014 NHD developed a process for the RFQ with multi-year (5) extensions without going out to bid annually, however, annual contracted cost analysis by the Subgrantee is required.

XV. ALLOWABLE WEATHERIZATION MEASURES

All energy conservation measures will be required to comply with DOE's definition of cost effectiveness. The costs of the measures or installed cost includes labor costs of contractors and any subcontractors plus materials. Measures may vary by funding source. Measures installed through the NHD's WAP may include:

- Ceiling, floor, duct and wall insulation
- Duct leakage sealing (return and supply systems)
- Shell infiltration sealing (replace broken windows, replace exterior doors and windows)
- Insulation of water heater and water heater pipes and attic ventilation
- Solar screens (southern Nevada only)
- Heating and cooling system repairs/replacements
- Health and safety measures (testing of combustion appliances, compliance with indoor air quality standards and installation of carbon monoxide detectors)
- Refrigerator replacement
- Compact fluorescent light bulbs
- Minor home repairs

XVI. INTEGRITY OF APPLICATION PROCESS AND AWARD DECISION

NHD reserves the right to allocate funds and to initiate program design *in the interest of the public and the State*. NHD's decisions regarding program design (i.e., funding allocations in service areas) are intended to ensure full compliance with funder requirements and to promote long-term program efficacy.

XVII. DOCUMENTATION OF INSURANCE

After the issuance of the Notice of Award and prior to the implementation date of the Agreement, the Subgrantee shall provide NHD with proof of Insurance.

XVIII. COSTS FOR PREPARATION OF RESPONSE TO APPLICATION

No payments shall be made to cover costs incurred by or the associated costs of any Subgrantee in the preparation or submission of this Request for Grant Application from funds awarded/granted.

XIX. APPLICATION REQUIREMENTS

1. Applicant must be able to present proof as a duly-registered Community Action Agency or other public or non-profit agency.

Applicants are to ensure any proposed Contractors and/or Subcontractors participating in the Weatherization Program are licensed in the state of Nevada and do not appear on the debarred contractors list for federal projects (see website <https://www.sam.gov/portal/public/SAM>). Applicants must provide documentation (printout) stating their agency does not appear on the debarred list.

2. Applicant must provide their agency's DUNS number with their application.
3. Applicant must notify NHD (include in proposal) of any pending or unresolved litigation.
4. Applicant must state the service area(s) for which they are applying.
5. Applicant must have an operational office within the service area/county for which they are applying. For Applicants applying for a rural Nevada service area, this requirement may be waived upon application if it is in the best interest of the Program. However, preference will be given to an agency with an operational office in at least one of the rural counties where they are seeking to provide service.
6. NHD reserves the right to award additional funding and service area(s) to another applicant or applicants if it is in the best interest of the program or due to unforeseen circumstances without releasing an additional solicitation.

XX. EVALUATION CRITERIA

1. **Experience:** Please list agency knowledge or experience in administering a government or public utility funded residential energy conservation program/weatherization assistance program, a housing rehabilitation program or a program designated to assist low-income families.

Please include the project periods, source and amount of funding, service areas, description/type of work provided, and the number of units impacted by the project.

For SFY 2016, if Applicant is a current Subgrantee, please provide a current year to date production and expenditure schedule by month which includes dollars spent, number of units weatherized, type of unit weatherized (single family, mobile home, multi-family) and projections through June 30, 2015.

2. **Outreach:** Please list any successful outreach efforts your agency performed or is currently performing specifically designed to assist low-income households. Describe your outreach strategy for completing the work within the grant period. (Client education efforts, if any, should be included.)
3. **Staffing:** Please list the staff, salaries and number of staff positions which will be paid (in whole or in part) with weatherization funds received from NHD necessary to perform the duties described in the Primary Subgrantee Responsibilities section.
4. **Training, BPI and/or RESNET Certification:** Please list any staff members experienced in participating in a residential energy conservation program with respect to: training, auditing, installation or inspection of work performed in the field.

Please include a course description (or title) of any residential energy conservation or weatherization certifications or other training staff members who participated.

Any staff members completing the assessment or doing the final inspection on the residence must be BPI or RESNET certified. Please list staff members who are BPI or RESNET Certified and a copy of the certification. Also, licensing or certification is required through the Real Estate Division for energy auditors performing assessments on Weatherization Projects for non-profit agencies (local governments and quasi-governmental agencies must receive an exemption from the Real Estate Division or otherwise must comply with this requirement). Please include all Real Estate Division certifications for Energy Auditors in your agency or include a copy of the exemption letter provided to your agency by the Real Estate Division.

Any staff performing final or in process inspections on DOE funded work must be performed by a certified BPI Quality Control Inspector (QCI).

5. **Monthly Production and Expenditure Timeline:** Applicants must provide proposed production and expenditure schedule for the period from July 1, 2015 through June 30, 2016.
6. **Preference:** A preference will be given to a Community Action Agency or other public or non-profit agency which has or is currently administering an effective program in the service area applied for.

XXI. EVALUATION PROCESS

All Requests for Application will be reviewed by NHD based on the criteria outlined in this document and a recommendation to award will be submitted to the NHD Administrator who retains the final authority to fund any agency via grant award(s).

XXII. EVALUATION SCORING

All responses will be evaluated and scored based on the following criteria:

Experience	Up to 25 Points
Outreach	Up to 10 Points
Staffing	Up to 25 Points
Training	Up to 10 Points
Production & Expenditure Timeline	Up to 20 Points
Currently administering an effective program	Up to 10 Points
TOTAL	100 Points

PUBLIC POSTING LOCATIONS:

**REQUEST FOR APPLICATION FOR WEATHERIZATION SERVICE PROVIDERS IS
POSTED
AT THE FOLLOWING LOCATIONS**

Public Places:

Nevada Housing Division
1535 Hot Springs Road, #50
Carson City, Nevada 89706

Nevada State Library
100 Stewart Street
Carson City, Nevada 89701

Nevada Housing Division
7220 Bermuda Rd, Suite B
Las Vegas, Nevada 89119

Capital Police/ Grant Sawyer Bldg
555 East Washington Avenue
Las Vegas, Nevada 89101

Office of the Attorney General
100 Carson Street
Carson City, Nevada 89701

Legislative Counsel Bureau
401 South Carson Street
Carson City, Nevada 89701

This Request for Application is also posted on the Nevada Housing Division's website at <http://housing.nv.gov> and at Nevada's Public Notice website at <https://notice.nv.gov>

CHECKLIST FOR PACKAGE CONTENTS

Provided to assist Applicants in ensuring all required documentation is submitted.

- Place this checklist as your cover page to your Request for Application.
- Complete, Sign and Submit Application Form
- Attachments to be submitted with Application
 - A - Proof of CAA, public or non-profit entity status
 - B - Resumes of Program Manager/Primary Contact and key staff.
 - C - Licenses, Permits and Certificates
- Sign and Submit Debarment Statement

REQUEST FOR APPLICATION

APPLICATION FORM

Date:

Applicant's Primary Contact:

Name

Title

Address:

City

State

Zip Code

Phone: Area Code _____

Mobile: Area Code _____

Fax: Area Code _____

DUNS NUMBER _____

Agency has pending or unresolved litigation YES _____ No _____

If pending our unresolved litigation please explain below:

Service Area (s) agency is applying for: _____

Name

Title

Signature

Date

EXPERIENCE: Limit response to three (3) pages, single spaced with 1 inch margins.

Please list agency experience in administering a government or public utility funded residential energy conservation program/weatherization assistance program, housing rehabilitation program or a program designated to assist low-income families.

Please explain the type of weatherization or energy-related home improvements in which the Respondent:

() has knowledge () has direct experience performing () has training to perform

- 1) Attic, wall, floor or duct insulation
- 2) Windows and Doors (Repair and Replace)
- 3) Solar Screens (southern Nevada)
- 4) Heating and Air Conditioning Repairs and Replacements
- 5) Water Heaters
- 6) Mitigating Air Infiltration
- 7) Reducing Electric Base Load Consumption
- 8) Other ____ Explain.

How long has the Applicant/Agency performed residential energy conservation services?

____ Years ____ Months

What is Applicant's experience in serving low-income?

Why is the Applicant best suited to provide services in the service area (s)?

If applying for the City of Henderson service area please state how your agency anticipates delivery to this area. Please include if additional staff will be required and what type of staff (field or administrative and their duties). If you are a new Applicant and are chosen to serve the City of Henderson, you are required to complete a Request for Quotation to solicit for Weatherization Materials and Services (section XIV Procurement Requirements). Current Subgrantees may utilize current contractors if they are in good standing and have the capacity to complete additional projects.

SFY 2015 AGENCY CURRENT YEAR TO DATE PRODUCTION AND EXPENDITURES

Please provide your agency's current Fiscal Year's Production and Expenditures with projections for the months not yet reported to NHD.

Service Area: _____

Month	Number of Completed Projects	Expenditures
July 2014		
August 2014		
September 2014		
October 2014		
November 2014		
December 2014		
January 2015		
February 2015		
March 2015		
April 2015		
May 2015		
June 2015		
Total		

OUTREACH AND CLIENT EDUCATION Limit response to 3 pages, single spaced with 1 inch margins.

Describe any successful outreach and education efforts your agency performed or is currently performing.

Describe your strategy in reaching hard-to-reach Clients; such as, those located in rural counties or rural areas of the county.

STAFFING – Please include proposed staff your agency will utilize for the WAP

Applicant's Proposed Staff Full Name	Title/Function	Salary	% of Time

TRAINING

Please list any staff members experienced in participating in a residential energy conservation program with respect to training, auditing, installation or inspection of work performed in the field. Please include course description or course title of any residential energy conservation or weatherization certifications or other training staff members who participated. Also, include the participant's name, the date the training was provided, sponsor and by whom (trainer).

Respondent's Proposed Staff Full Name	Job Title	License	Course Title (Training, Auditing, Installation, Inspection)	Date of Course	Company Sponsoring Training	Instructor or Trainer

SFY 2016 PROPOSED MONTHLY PRODUCTION AND EXPENDITURE TIMELINE

Please provide your agency's proposed production and expenditure schedule for the period of July 1, 2015 through June 30, 2016. Please provide a separate P&E Timeline for each service area applied for.

Service Area (s): _____

Month	Projected Number of Completed Projects	Projected Expenditures
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		
April 2016		
May 2016		
June 2016		
Total		

ATTACHMENTS COVER SHEET

PLACE ATTACHMENTS BEHIND THIS COVER SHEET

- Attachment A Attach proof of CAA, public or non-profit entity status
- Attachment B Attach resumes of Program Manager/Primary Contact and key staff.
- Attachment C Attach Licenses, Permits and Certificates detailed below:
- Energy Auditor License (**1 employee minimum**. Attach all licenses for your agency.)
 - Nevada Secretary of State (CAA, public entity, non-profit)
 - County Government(s) (CAA, public entity, non-profit)
 - City Government(s) (CAA, public entity, non-profit)
 - BPI Building Analyst Professional or RESNET HERS Rater Certificate (1 employee minimum. Attach all licenses for your agency.)
 - BPI Quality Control Inspector Certificate (1 employee minimum per agency. Attach all licenses for your agency)
 - Printed copy of status on debarred list. (Executive Order 12549 – Debarment and Suspension.)

Name

Title

Signature

Date

DEBARMENT STATEMENT

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(Before Signing Certification, Read Attached Instruction)

1. **The prospective agency certifies to the best of its knowledge and belief, that it and its principals:**
 - a. **Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;**
 - b. **Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;**
 - c. **Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offense enumerated in paragraph (1)(b) of this certification; and**
 - d. **Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.**

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Name

Title

Signature

SFY 2016 SERVICE AREAS

SERVICE AREA 1 – NORTH LAS VEGAS AND RURAL CLARK	
BUNKERVILLE	
GLENDALE	
INDIAN SPRINGS	
LOGANDALE	
MESQUITE	
NORTH LAS VEGAS (CITY)	
OVERTON	
SUNRISE MANOR	
MOAPA	
MOAPA VALLEY	
MT. CHARLESTON	
NORTH OF CHARLESTON (CITIES OR NEIGHBORHOODS NOT NAMED ABOVE)	

SERVICE AREA 2 – LAS VEGAS AND RURAL CLARK	
ARDEN	
BLUE DIAMOND	
CAL-NEV-ARI	
ENTERPRISE	
GOODSPRINGS	
JEAN	
LAS VEGAS (CITY)	
LAUGHLIN	
NELSON	
PRIMM	
SANDY VALLEY	
SLOAN	
SUMMERLIN	
SPRING VALLEY	
SEARCHLIGHT	
WHITNEY	
WINCHESTER	
BOULDER CITY	
PARADISE	
SOUTH OF CHARLESTON (CITIES OR NEIGHBORHOODS NOT NAMED ABOVE)	

SERVICE AREA 3 – CITY OF HENDERSON	
CITY OF HENDERSON	

SERVICE AREA 4 – WASHOE COUNTY	
WASHOE COUNTY INCLUDING RENO, SPARKS AND RURAL WASHOE COUNTY	

SERVICE AREA 5 – EASTERN RURAL NEVADA	
CHURCHILL	
ELKO	
EUREKA	
ESMERALDA	
HUMBOLDT	
LANDER	
LINCOLN	
MINERAL	
NYE	
PERSHING	
WHITE PINE	

SERVICE AREA 6 – WESTERN RURAL NEVADA	
CARSON CITY	
DOUGLAS	
LYON	
STOREY	

End of the Application for Service Providers