

**ARKANSAS DEPARTMENT OF HUMAN SERVICES
DIVISION OF COUNTY OPERATIONS
OFFICE OF COMMUNITY SERVICES**

**WEATHERIZATION ASSISTANCE PROGRAM
2009-2010 STATE PLAN**

FILED

FEB 17 2009

CHARLIE DANIELS
SECRETARY OF STATE

BY _____

T A B L E O F C O N T E N T S

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PART I
ANNUAL FILE

OVERVIEW

A. Background

Arkansas Department of Human Services, Division of County Operations, Office of Community Services (DHS) will administer the Low-Income Weatherization Assistance Program in compliance with Title IV, Energy Conservation and Production Act, as amended. DHS will administer the weatherization program in compliance with the applicable law, including regulations contained in 10 CFR Part 440 (issued February 1, 2002), and other procedures applicable to this regulation as the United States Department of Energy may prescribe for the administration of financial assistance. The plan is for a two year period, fiscal year 2009 through fiscal year 2010. The plan will be amended in fiscal year 2010 to include the 2010 allocation of funds.

DHS will monitor subgrantee performance in an effort to increase production of weatherized units. Quarterly production reports and leveraging reports will be submitted to DOE on time.

All units weatherized using funds from DOE will comply with all requirements for a completed unit and will be reported to DOE.

The primary purpose of the weatherization program is to conserve energy. The only health and safety measures installed with DOE funds will be "energy-related" health and safety measures. The state ensures that it will comply with the DOE "prudent use" policy for health and safety funds.

B. General Funding

The federally appropriated DOE funds and the LIHEAP funds are included in the plan for DOE approval. The DOE allocation is \$4,264,448 and the HEAP allocation is \$5,850,000. A total of \$1,000,000 from LIHEAP funds will be dedicated to capital intensive efficiency measures.

C. Adjusted Average

The adjusted average of \$3,055 will be in use for program year 2009.

D. Funds for Administrative Purposes

The state uses 5% for administration. The subgrantees receiving less than \$350,000 will be allowed to use 10% for administration.

E. Leveraged Resources

The local agencies will use DOE resources to leverage with the Arkansas Weatherization Program.

F. Training and Technical Assistance

The state will use the DOE T/TA funds to provide training and technical assistance to subgrantees and to monitor subgrantees.

G. Application Package

The state will comply with E-Gov requirements as prescribed by DOE.

The Master file has been eliminated from the plan. The state, however, will keep relevant information on file.

The state does not use funds for Low-Cost/No-Cost. The state will use the MHEA and NEAT energy audits. These plans are kept on file but are not included in this plan.

The plan is for a two year period, fiscal year 2009 through fiscal year 2010. The plan will be amended in fiscal year 2010 to include the 2010 allocation of funds.

The state will revise the budget to include carryover prior to June 30.

The source of labor is no longer required to be reported.

The Congressional Districts served by the various subgrantees are included in this plan. However, a breakdown of the percentage of funds going to the various districts is no longer required.

The production, as required by DOE, is included in this plan. There are no downsizing efforts this program year.

The potential energy savings is included in this plan.

The Training and Technical Assistance Plan and the Monitoring Plan are combined into one plan. A house may be re-weatherized if it was previously weatherized prior to September 30, 1993.

The annual application includes both DOE and LIHEAP funds. The weatherization program is exempt from the Davis-Bacon Act (wage rate requirements).

Subgrantees use DOE funds for leveraging purposes with the Arkansas Weatherization Program. Electric base load measures are included in the NEAT/MHEA Audits.

A list of PAC members is included in this plan.

A transcript is included in this plan. The state requires subgrantees and contractors to maintain adequate liability insurance and pollution occurrence insurance.

H. Public Hearing

The state conducts a public hearing in compliance with DOE requirements.

I. Training and Technical Assistance Plan

The Training and Technical Assistance Plan is combined with the Monitoring Plan.

J. Client Education

The state provides client information and material at the time of weatherization.

K. Program Evaluation

DOE published a national evaluation of weatherization in 1993. Implementation of the new national evaluation has been suspended by the Office of Energy Efficiency and Renewable Energy (EERE). EERE has commissioned a strategic evaluation of the program to assess a variety of program structures and options for program development.

L. Grantee Program Oversight

The state will monitor each subgrantee at least one time annually and monitor at least 10% of the units and files. In most instances, the state will monitor twice annually and monitor 10% of the files and units.

M. Energy Audit Criteria

The state will use the MHEA and the NEAT energy audits.

N. Health and Safety

The Health and Safety Plan is included in the Master File and is not included in this Annual File. The plan has been amended to include DOE requirements regarding mold and mildew.

O. Vehicle Purchases

The state will allow vehicle purchases with an acquisition price of \$5,000 or more to be spread over the entire life of the vehicle and the number of homes served during that period.

P. Policy Advisory Council

The state will maintain the Policy Advisory Council instead of using a State Council.

Q. Reporting Requirements

The state will comply with the financial and program reporting requirements of DOE.

R. Reporting DOE Completed Units

The state will report all units to DOE that contain DOE funds. All units weatherized with DOE funds will comply with the DOE definition of a completed unit.

S. Financial Audits

Subgrantees may budget financial audit cost as a separate budget category.

T. Newly Legalized Aliens

The Immigration and Nationality Act made certain aliens legalized under the Immigration and Control Act of 1986 temporarily ineligible for weatherization assistance. The provisions of this law have expired. The only potential implications are those cases that were open while this law was in effect. Local agencies that are charitable and nonprofit are exempt from implementing new status verification requirements for nonqualified aliens. However, local government agencies must conduct status verification when serving nonqualified aliens.

U. Multi-Family Eligibility

A multifamily building may be weatherized if two-thirds of the units are eligible. Certain multifamily buildings with significant energy efficiency improvements or leverage resources require only one-half of the units to be eligible. A building containing two or four units may be weatherized if one-half of the units are eligible. A nonqualified alien could be the recipient of weatherization services as part of the two-thirds or one-half rule.

V. Recovered Materials

Each subgrantee has a policy and procedure for using insulation composed of the highest percentage of recovered materials practical.

W. Rental Requirements

There are no changes in rental procedures.

X. Income Eligibility

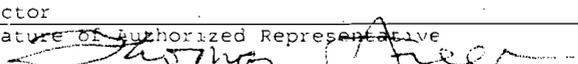
The state will use 150 percent of poverty as the income eligibility level.

Y. Fuel Switching

DOE does not permit the general practice of fuel switching when replacing furnace and appliances.

GRANT APPLICATION
STANDARD FORM 424

APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED
3. DATE RECEIVED BY STATE		4. DATE RECEIVED BY FEDERAL AGENCY Applicant Identifier # DC0011050875	
5. APPLICANT INFORMATION			
Legal Name: Arkansas State of		Organizational Unit: Office of Community Services Department: Human Services	
Organizational DUNS: 024720901		Division: County Operations	
Address: P.O. Box 1437/Slot S220		Name and telephone number of person to be contacted on matters involving this application (give area code)	
Street: 700 Main Street		Prefix: Mr.	
The City: Little Rock		Middle Name: E.	
County: Pulaski		Last Name: Green	
State: Arkansas		Suffix:	
Zip Code: 72203		Email: thomas.green@arkansas.gov	
Country: United States		Phone Number (give area code) (501) 682-8715	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 71-0422536		7. TYPE OF APPLICANT: (See back of form for Application Types) A.	
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters:) Other (specify)		9. NAME OF FEDERAL AGENCY: U. S. DEPARTMENT OF ENERGY	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 81-042 TITLE (Name of Program): Title IV, Part A, P.L. 94-385		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Weatherization Assistance Program - The program provides energy conservation for the homes of low-income elderly and disabled.	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc): State of Arkansas		14. CONGRESSIONAL DISTRICTS OF:	
13. PROPOSED PROJECT Start Date: 04/01/09		a. Applicant Second	
Ending Date: 03/31/11		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
15. ESTIMATED FUNDING:		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
a. Federal	\$4,264,448		
b. Applicant	\$		
c. State	\$		
d. Local	\$		
e. Other (HEAP)	\$5,850,000		
f. Program Income	\$		
g. TOTAL	\$10,114,448		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix Mr.	First Name Thomas	Middle Name E.	Suffix
Last Name Green		c. Telephone Number (give area code) (501) 682-8715	
b. Title Director		e. Date Signed 1/22/09	
d. Signature of Authorized Representative 			

d. Signature of Authorized Representative	e. Date Signed
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STATE CLEARINGHOUSE
APPLICATION SUPPLEMENT

- 1. IF THIS IS A "NOTIFICATION OF INTENT" TO APPLY OR A PREAPPLICATION, PLEASE CHECK THIS BOX AND INDICATE GRANT I.D. ASSIGNED.
GRANT I.D. _____ X(8)
- 2. IF THIS IS AN ACTUAL GRANT APPLICATION, PLEASE CHECK THIS BOX , AND INDICATE GRANT I.D. ASSIGNED. Grant I. D. DCO-11050875 X(8)
*NOTE: IF A NOTIFICATION OF INTENT OR PREAPPLICATION HAS BEEN PREVIOUSLY SUBMITTED, USE THAT I.D. TO COMPLETE ITEM 2 AND INDICATE SAI# THAT WAS ASSIGNED TO THE NOI OR PREAPP. SAI# _____ X(8)
- 3. IF THIS IS AN APPLICATION FOR SUPPLEMENTAL FUNDS OR IS A REVISION, PLEASE INDICATE ORIGINAL GRANT I.D. AND SAI# TO WHICH IT APPLIES.
GRANT I.D. _____ X(8) SAI# _____ X(8)
- 4. GRANT YEAR 2009-2010 XX
- 5. GRANT START DATE 04 / 01 / 09 GRANT END DATE 03 / 31 / 11 (mo/day/yr)
- 6. APPLICANT (AGENCY) CODE 710H X(7) (see Applicant Code List)
- 7. GRANTOR CODE DOE X(5) (see Grantor Code List)
- 8. ORGANIZATION UNIT _____ Department of Energy
- 9. FUNDING PERCENTAGE REQUIREMENTS:
FEDERAL 100 % STATE _____ % OTHER _____ %
- 10. TYPE OF ASSISTANCE (A THROUGH P) _____ (see instructions on back)
- 11. METHOD OF FUNDING 3
 - 1. ADVANCE BY TREASURY CHECK
 - 2. REIMBURSEMENT BY TREASURY CHECK
 - 3. ADVANCE BY LETTER OF CREDIT
 - 4. REIMBURSEMENT BY LETTER OF CREDIT
- 12. FEDERAL FUNDS FOR THIS GRANT WILL BE RECEIVED DIRECTLY FROM (CHECK ONE)
 A FEDERAL AGENCY ANOTHER STATE AGENCY OTHER SOURCE
**If a source is OTHER please specify _____
- 13. DO YOU HAVE AN INDIRECT COST RATE? YES NO

14. IF YES, IS THE RATE BEING APPLIED TO THIS PROJECT? YES NO

15.	A. DIRECT COST BASE \$	B. INDIRECT COST RATE %	C. INDIRECT COSTS CLAIMED* \$
D. EXPLANATION*			

GRANT COORDINATOR

Signature

AGENCY Office of Community Services

DATE 1/22/09

SUPPLEMENTARY GRANT INFORMATION

APPLICANT: Office of Community Services
 Post Office Box 1437/S330
 Little Rock, Arkansas 72203-1437

PROJECT DURATION:

04/01/09 - 03/31/11

Name of Funding Agency: Department of Energy

Part I: Project Description: Briefly describe the purpose of the grant, the work to be done and the projected accomplishments:

The Weatherization Assistance Program for Low-Income Persons will weatherize 2,412 units for the low-income families in fiscal year 2009. The same number is planned for fiscal year 2010.

Part II: Budgetary Information:

	<u>Applicant</u>	<u>Federal</u>	<u>State Local Other (Specify)</u>	<u>Total</u>
Personal Services	\$ _____	\$ <u>581,652</u>	\$ _____	\$ <u>581,652</u>
Supplies and Materials	_____	<u>75,500</u>	_____	<u>75,500</u>
Travel	_____	<u>62,900</u>	_____	<u>62,900</u>
Capital Outlay	_____	<u>-0-</u>	_____	<u>-0-</u>
Consultants Services	_____	_____	_____	_____
Other	_____	<u>9,394,396</u>	_____	<u>9,394,396</u>
Total	_____	_____	_____	_____
Indirect Cost (___%)	_____	_____	_____	_____
Total Support	\$ _____	\$ <u>10,114,448</u>	\$ _____	\$ <u>10,114,448</u>

Indicate Other
 Services: _____

Indicate "In-Kind" support by an (*) next to amount.

If the project is for more than one year, you should submit a separate budget for each applicable year.

0001N.18

BUDGET

Replaces EIA -459C

1910-0400

Budget Information – Non Construction

OMB Approval No.0348-0044

Section A – Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-federal (f)	Total (g)
1. DOE	81.042			\$4,264,448		\$4,264,448
2.						
3.						
4.						
5. Totals				\$4,264,448		\$4,264,448
Section B – Budget Categories						
Grant Program, Function or Activity						Total (5)
6. Object Class Categories	(1) Grantee Administration	(2) Subgrantee Administration	(3) Grantee T&TA	(4) Subgrantee T&TA		
a. Personnel	\$ 63,500		\$ 169,100		\$232,600	
b. Fringe Benefits	15,955		41,291		57,246	
c. Travel	17,900		60,000		77,900	
d. Equipment	11,750		16,150		27,900	
e. Supplies	30,500		45,000		75,500	
f. Contractual	20,000	361,138	120,000		3,696,554	
g. Construction	-0-		-0-		-0-	
h. Other					0	
i. Total Direct Charges (sum of 6a-6h)	159,605	361,138	451,541		4,167,700	
j. Indirect Charges	53,618		43,130		96,748	
k. Totals (sum of 6i and 6j)	\$213,223	361,138	494,671		4,264,448	
7. Program Income						

Budget Information – Non Construction Programs

OMB Approval No.0348-0044

Section A – Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (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. Totals						
Section B – Budget Categories						
Grant Program, Function or Activity						Total (5)
6. Object Class Categories		(1) Program Operations	(2) Health and Safety	(3) Vehicles and Equipment	(4) Liability Insurance	
a. Personnel						
b. Fringe Benefits						
c. Travel						
d. Equipment						
e. Supplies						
f. Contractual		2,905,416	175,000		75,000	3,195,416
g. Construction						
h. Other						
i. Total Direct Charges (sum of 6a-6h)		2,905,416	175,000		75,000	3,195,416
j. Indirect Charges						
k. Totals (sum of 6i and 6j)		2,905,416	175,000		75,000	3,195,416
7. Program Income						

Budget Information – Non Construction Programs

OMB Approval No.0348-0044

Section A – Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (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. Totals						
Section B – Budget Categories						
		Grant Program, Function or Activity				Total (5)
6. Object Class Categories		(1) Leveraging	(2) Financial Audits	(3)	(4)	
a. Personnel						
b. Fringe Benefits						
c. Travel						
d. Equipment						
e. Supplies						
f. Contractual		0	40,000			40,000
g. Construction						
h. Other						
i. Total Direct Charges (sum of 6a-6h)		0	40,000			40,000
j. Indirect Charges						
k. Totals (sum of 6i and 6j)		0	40,000			40,000
7. Program Income						

2009 DOE

ALLOCATION

AGENCY	UNITS	PS & M	ADMINISTRATION	TOTAL
BRAD	33	\$ 99,897	\$ 13,611	\$ 113,508
CADC	207	631,943	40,303	672,246
CAPCA	49	147,538	20,101	167,639
CRDC	129	392,193	25,013	417,206
C-SCDC	43	130,695	17,806	148,501
CSO	23	67,886	9,249	77,135
MCAEOC	22	66,565	9,069	75,634
M-DCS	48	144,135	19,638	163,773
NADC	54	161,993	22,070	184,063
OHC	84	255,157	34,763	289,920
OOI	66	198,803	27,085	225,888
PB-JCEOC	65	196,317	26,747	223,064
SEACAC	56	168,657	22,978	191,635
SWADC	75	228,454	31,125	259,579
UHDC	100	305,183	41,580	346,763
TOTAL	1054	\$3,195,416	\$361,138	\$3,556,554

*This formula incorporates \$3,055 maximum average.

2009 HEAP
ALLOCATIONS

AGENCY	UNITS	PS & M	ADMINISTRATION	TOTAL
BRAD	44	\$ 131,809	\$ 9,336	\$141,145
CADC	256	780,635	55,289	835,924
CAPCA	64	194,667	13,788	208,455
CRDC	159	484,477	34,301	518,778
C-SCDC	57	172,444	12,214	184,658
CSO	30	89,572	6,344	95,916
MCAEOC	29	87,828	6,221	94,049
M-DCS	63	190,178	13,470	203,648
NADC	70	213,740	15,138	228,878
OHC	111	336,664	23,845	360,509
OOI	86	262,309	18,578	280,887
PB-JCEOC	85	259,029	18,346	277,375
SEACAC	73	222,533	15,761	238,294
SWADC	99	301,432	21,349	322,781
UHDC	132	402,683	28,520	431,203
TOTAL	1,358	\$4,130,000	\$ 292,500	\$ 4,422,500

*This formula incorporates \$3,055 maximum average.

Pollution Occurrence Insurance \$42,000

Leveraging \$63,000

State Administration \$292,500

Client Education \$30,000

CAPITAL INTENSIVE EFFICIENCY ALLOCATION

AGENCY	TOTAL FUNDING
BRAD	31,915
CADC	189,016
CAPCA	47,135
CRDC	117,306
CSCDC	41,754
CSO	21,688
MCAEOC	21,266
MDCS	46,048
NADC	51,753
OHC	81,517
OOI	63,513
PBJCEOC	62,719
SEACAC	53,882
SWADC	72,986
UHDC	97,502
TOTAL	\$ 1,000,000

2009 T&TA ALLOCATION

AGENCY	TOTAL FUNDING
BRAD	\$ 3,830
CADC	22,682
CAPCA	5,656
CRDC	14,077
CSCDC	5,010
CSO	2,603
MCAEOC	2,552
MDCS	5,526
NADC	6,210
OHC	9,782
OOI	7,622
PBJCEOC	7,526
SEACAC	6,466
SWADC	8,758
UHDC	11,700
TOTAL	\$120,000

ALLOCATION FORMULA

AGENCY	HDD+CDD	PERCENT HDD+CDD	POVERTY%	AVERAGE HDD+CDD AND POVERTY
BRAD	16168	4.2122	2.1709	3.1915
CADC	59459	15.4906	22.3127	18.9016
CAPCA	15365	4.003	5.4241	4.7135
CRDC	41971	10.9345	12.5268	11.7306
CSCDC	10699	2.7873	5.5636	4.1754
CSO	4934	1.2849	3.0514	2.1688
MCAEOC	5368	1.3997	2.854	2.1266
MDCS	20438	5.3246	3.885	4.6048
NADC	27098	7.0597	3.291	5.1753
OHC	21753	5.6672	10.6363	8.1517
OOI	32274	8.4082	4.2944	6.3513
PBJCEOC	24872	6.4798	6.064	6.2719
SEACAC	23727	6.1815	4.5949	5.3882
SWADC	33904	8.8329	5.7643	7.2986
UHDC	45807	11.9339	7.5666	9.7502
TOTAL	383837	100	100	100

GO-PF'20
(1 M7)

U.S. DEPARTMENT OF ENERGY

(10/01)

BUDGET EXPLANATION FOR FORMULA GRANTS

Provide detailed information to support each Cost Category using this form. Cost breakdown estimates may be entered on this form or attach a breakdown of costs using your own format as Attachment A.

1. PERSONNEL – Prime Applicant only (all other participant costs must be listed on 6. below and form DOE F 4600.4, Section B. Line 6.f. Contracts and Sub Grants.

a. Identify, by title, each position to be supported under the proposed award.

Weatherization Program Administrator
Weatherization Training Coordinator
Grants Coordinator

b. Briefly specify the duties of professionals to be compensated under this project.

Weatherization Program Administrator supervisors staff, develops annual grant, develops grant guidance, provides technical assistance to subgrantees, reviews subgrantee contracts.

Weatherization Training Coordinator develops training packages, provides hands-on training, develops training plan, reviews subgrantees for compliance with policies/procedures.

Grants Coordinator monitors performance of weatherization subgrantees.

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.

No

b. If 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.

<u>Position/Person</u>	<u>Time</u>	<u>X</u>	<u>Rate</u> =	<u>Total</u>
Weatherization Program Administrator	100%		\$63,500	\$63,500
Weatherization Training Coordinator	100%		\$57,700	\$57,700
Grants Coordinator	100%		\$40,800	\$40,800
Grants Coordinator	100%		\$38,600	\$38,600
Grant Coordinator	100%		\$34,000	\$32,000

		WX. Program Administrator	WX. Training Coordinator	(2) Grants Coordinator
FICA Match	7.650%	\$ 4,858	\$ 4,415	\$ 8,523
Retirement	10.000%	6,350	-0-	11,140
Unemployment Tax	.089%	57	51	100
Workers Comp Insurance	2.000% \$285 per employee x 12 months	1,270 <u>3,420</u>	1,154 <u>3,420</u>	2,228 <u>10,260</u>
TOTAL		\$15,955	\$ 9,040	\$32,251 =57,246

3. **TRAVEL** - Identify total Foreign and Domestic Travel as separate items.

- a. Indicate the purpose(s) of proposed travel.
- (1) One trip to the Weatherization Conference for five people.
 - (2) Two trips to the Regional Lab for two people.
 - (3) At least two trips to each of 15 subgrantees for the purpose of monitoring and providing technical assistance.
 - (4) One trip to National Lead Conference for four people.
- b. Specify the basis for computation of travel expenses (e.g., current airline ticket quotes, past trips of a similar nature, federal government or organization travel policy, etc.).
- (1) Admin. - \$10,000 - Weatherization Conference
 - (2) T/TA - \$ 7,000 - Regional Lab
 - (3) T/TA - \$48,000 - In-State Travel
 - (4) Admin. - \$ 3,900 - NASCSP Conference
 - (5) T/TA - \$ 5,000 - Lead Conference
 - (6) Admin. - \$ 4,000 - In-State Travel

4. **EQUIPMENT** - as defined in 10 CFR 600.202. Definitions can be found at http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr600_00.html.

- a. Provide the basis for the equipment cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.):

Prior purchases $\$1,250 \times 5 = \$ 6,250$ (Adm.)
Vendor quote $450 \times 3 = \$ 1,350$ (T/TA)
Cost estimate $950 \times 4 = \$ 3,800$ (T/TA)
Cost estimate $11,000 \times 1 = \$11,000$ (T/TA)
Vendor quote $6,000 \times 1 = \$ 5,500$ (Adm.)

- b. Briefly justify the need for items of equipment to be purchased.

Weatherization staff needs new computers.
 Weatherization staff needs digital cameras.
 Weatherization staff needs carbon monoxide detectors.
 Weatherization staff needs infrared camera
 Cost to repair Niton Analyzer.

5. **MATERIALS AND SUPPLIES** – as defined in 10 CFR 600.202. Definitions at http://www.access.gpo.gov/nara/cfr/waisidx_00/10cfr600_00.html.

- a. Provide the basis for the materials and supplies cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.).

- b. Briefly justify the need for items of material to be purchased.

T & TA - \$45,000 for office purchases for stationary and other office supplies

Admin - \$30,500 for office purchases for stationary and other office supplies

6. **CONTRACTS AND SUBGRANTS** – All other participant costs including subcontractor, sub-grants, and consultants.

Provide the information below for new proposed sub recipients and subcontractors. For ongoing subcontractors and sub recipients, if this information is provided elsewhere in the application, it does not have to be restated here, but please indicate the document and page numbers where it can be found.

<u>Name of Proposed Sub</u>	<u>Total Cost</u>	<u>Basis of Cost*</u>
Subgrantee Listing	\$3,556,138	Install Energy Conservation measures
Allocation formula		

* For example—Competitive, Historical, Quote, Catalog

7. **OTHER DIRECT COSTS** - Include all direct costs not included in above categories.

- a. Provide the basis for the cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.).

Admin – Costs are for telephone service charge, credit card purchases and subscriptions, publications and books and for audit costs - \$8,000.

T/TA – Costs are for freight expenses, printing, advertisements, equipment maintenance, rent of copier, office space rent, telephone, credit card purchases, and subscriptions - \$7,200.

- b. Briefly justify the need for items to be purchased.
 These expenses are based on prior year experience.

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 below, and include a copy of the rate agreement.

A cost allocation is used and is updated annually.

Community Services Administration
420509 HG1X00XX

Code	Program	Quarter Ending 12/31/08	Quarter Ending 09/30/08	Quarter Ending 06/30/08	Quarter Ending 03/31/08
FK	Lead Based Paint				
F5	HEAP	27.27	27.27	33.34	33.33
F8	Weatherization	36.37	36.36	33.33	33.34
F9	CSBG	36.36	36.37	33.33	33.33
	TOTAL	100	100	100	100

- 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.

GO-PF20
(11/97)

SUBGRANTEES
U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION

DOE F 540.5
(12-04)

OMB Control No. _____
Expires _____

Grant #: 841 **Amendment:** _____ **State:** AR **Program Year:** 2009-2010

Name: Black River Area Development Corporation Phone: (870) 892-5219

Address 1: 1403 Hospital Drive *Contact: Jim Jansen, Executive Director

Address 2: _____ *Fax: (870) 892-0707

City: Pocahontas State: AR Zip Code: 72455

*Email: jjansen@bradcorp.org

Tentative allocation:	\$113,508
Planned units:	33
Type of organization:	501(c) (3)
Sources of Labor:	DOE

Counties served:
Clay
Lawrence
Randolph

Congressional Districts:
1

* These fields are optional.

Name: Central Arkansas Development Council Phone: (501) 315-1121

Address 1: 722 Gaunt Street *Contact: Larry Cogburn, Executive Director

Address 2: P.O. 580 *Fax: (501) 778-9120

City: Benton State: AR Zip Code: 72018

*Email: lcogburn@cadc.cc

Tentative allocation:	\$672,246
Planned units:	207
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Calhoun, Clark,
Columbia, Dallas, Hot Spring, Lonoke,
Montgomery, Ouachita, Pike, Pulaski,
Saline, Union

Congressional Districts:
1, 2, 4,

* These fields are optional.

Name: Community Action Program for Central Arkansas, Inc. Phone: (501) 329-3891

Address 1: 707 Robins Street, Suite 118 *Contact: Phyliss Fry, Executive Director

Address 2: _____ *Fax: (501) 329-8642

City: Conway State: AR Zip Code: 72034

*Email: phyliss@capcainc.org

Tentative allocation:	\$167,639
Planned units:	49
Type of organization:	501 (c)(3)
Sources of Labor:	DOE

Counties served:
Cleburne
Faulkner
White

Congressional Districts:
1, 2,

* These fields are optional.

(12-04)

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

Expires _____

Grant #: 841 **Amendment:** _____ **State:** AR **Program Year:** 2009-2010

Name: Crowley's Ridge Development Council Phone: (870) 802-7100

Address 1: 2401 Fox Meadow Lane *Contact: Loyd Price, Exec. Dir

Address 2: P.O. 16720 *Fax: (870) 935-0291

City: Jonesboro State: AR Zip Code: 72403

*Email: lprice@crdcnea.com

Tentative allocation:	\$417,206
Planned units:	129
Type of organization:	501(c) (3)
Sources of Labor:	DOE

Counties served:
Craighead, Crittenden
Cross, Greene
Jackson, Poinsett
St. Francis, Woodruff

Congressional Districts:
1

* These fields are optional.

Name: Crawford-Sebastian Community Development Council, Inc. Phone: (479) 785-2303

Address 1: 4831 Armour Street *Contact: Mark Whitmer, Executive Director

Address 2: P.O. 4069 *Fax: (479) 785-2341

City: Fort Smith State: AR Zip Code: 72914

*Email: mwhitmer@cscdcaaa.org

Tentative allocation:	\$148,501
Planned units:	43
Type of organization:	501 (c)(3)
Sources of Labor:	DOE

Counties served: ,
Crawford
Sebastian

Congressional Districts:
3,

* These fields are optional.

Name: Community Services Office, Inc. Phone: (501) 624-5724

Address 1: 600 West Grand *Contact: Leon Massey, Executive Director

Address 2: P.O. Box 1175 *Fax: (501) 624-1645

City: Hot Springs State: AR Zip Code: 71902

*Email: lemass@csoshs.org

Tentative allocation:	\$77,135
Planned units:	23
Type of organization:	501 (c)(3)
Sources of Labor:	DOE

Counties served:
Garland

Congressional Districts:
4

* These fields are optional.

DOE F 540.5
(12-04)

**U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

OMB Control No. _____
Expires _____

Grant #: 841 **Amendment:** _____ **State:** AR **Program Year:** 2009-2010

Name: Mississippi County, Arkansas Economic Opportunity Commission, Inc. Phone: (870) 776-1054

Address 1: 1400 North Division *Contact: Samuel Scruggs, Executive Director

Address 2: P.O. Box Drawer 1289 *Fax: (870) 776-1875

City: Blytheville State: AR Zip Code: 72316

*Email: sam.scruggs@sbcglobal.net

Tentative allocation:	\$75,634
Planned units:	22
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served:
Mississippi

Congressional Districts:
1

* These fields are optional.

Name: Mid-Delta Community Services, Inc. Phone: (870) 338-6406

Address 1: 610 Biscoe Street *Contact: Margaret Staub, Executive Director

Address 2: P.O. Drawer 745 *Fax: (870) 338-6406

City: Helena State: AR Zip Code: 72342

*Email: mmstaub@cox-internet.com

Tentative allocation:	\$163,773
Planned units:	48
Type of organization:	501 (c)(3)
Sources of Labor:	DOE

Counties served:
Lee
Monroe
Phillips
Prairie

Congressional Districts:
1

* These fields are optional.

Name: Northcentral Arkansas Development Council, Inc. Phone: (870) 793-5765

Address 1: 550 9th Street *Contact: Larry Goodwin, Executive Director

Address 2: P.O. Box 3349 *Fax: (870) 793-2167

City: Batesville State: AR Zip Code: 72503

*Email: nadc_larry@yahoo.com (underscore between nadc and larry)

Tentative allocation:	\$184,063
Planned units:	54
Type of organization:	501 (c)(3)
Sources of Labor:	DOE

Counties served:
Fulton
Independence
Izard
Sharp
Stone

Congressional Districts:
1

* These fields are optional.

DOE F 540.5
(12-04)

**U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

OMB Control No. _____
Expires _____

Grant #: 841 **Amendment:** _____ **State:** AR **Program Year:** 2009-2010

Name: Office of Human Concern, Inc Phone: (479) 636-7301

Address 1: 506 East Spruce Street *Contact: Al West, Executive Director

Address 2: P.O. Box 778 *Fax: (479) 636-7312

City: Rogers State: AR Zip Code: 72757

*Email: alwest@ohc.org

Tentative allocation:	\$289,920
Planned units:	84
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Benton
Carroll
Madison
Washington

Congressional Districts:
3

* These fields are optional.

Name: Ozark Opportunities, Inc. Phone: (870) 741-9406

Address 1: 701 East Prospect 72601 *Contact: Roger Ratchford, Executive Director

Address 2: P.O. 1400 *Fax: (870) 741-0924

City: Harrison State: AR Zip Code: 72602

*Email: ooi@alltel.net

Tentative allocation:	\$225,888
Planned units:	66
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Baxter, Boone
Marion, Newton
Searcy, Van Buren

Congressional Districts:
1, 2, 3

* These fields are optional.

Name: Pine Bluff-Jefferson County Economic Phone: (870) 536-0046
Opportunities Commission, Inc.

Address 1: 817 Cherry Street *Contact: Betty Smith, Executive Director

Address 2: P.O. Box 7228 *Fax: (870) 535-7558

City: Pine Bluff State: AR Zip Code: 71611

*Email: pbjceoc@sbcglobal.net

Tentative allocation:	\$223,064
Planned units:	65
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Arkansas
Cleveland
Jefferson
Lincoln
Grant

Congressional Districts:
1, 4

* These fields are optional.

DOE F 540.5

U.S. Department of Energy

(12-04)

**WEATHERIZATION ASSISTANCE PROGRAM
SUBGRANTEE INFORMATION**

Expires _____

Grant #: 841 Amendment: _____ State: AR Program Year: 2009-2010

Name: Southeast Arkansas Community Action Corporation Phone: (870) 226-2668

Address 1: 1208 Myrtle *Contact: Larry Henderson, Executive Director

Address 2: P.O. Box 312 *Fax: (870) 226-5637

City: Warren State: AR Zip Code: 71671

*Email: larryhenderson@seacac.com

Tentative allocation:	\$191,635
Planned units:	56
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Ashley
Bradley
Chicot
Desha
Drew

Congressional Districts:
4

* These fields are optional.

Name: Southwest Arkansas Development Council, Inc. Phone: (870) 773-5504

Address 1: 3902 Sanderson Lane *Contact: Ricky Pondexter, Executive Director

Address 2: _____ *Fax: (870) 772-2974

City: Texarkana State: AR Zip Code: 71854

*Email: swadc@cableone.net

Tentative allocation:	\$259,579
Planned units:	75
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Hempstead, Howard
Lafayette, Little Rock
Miller, Nevada
Sevier

Congressional Districts:
4

* These fields are optional.

Name: Universal Housing Development Corporation Phone: (479) 968-5001

Address 1: 301 East Third Street *Contact: Pat Atkinson, Executive Director

Address 2: P.O. Box 846 *Fax: (479) 968-5002

City: Russellville State: AR Zip Code: 72801

*Email: pat@uhdc.net

Tentative allocation:	\$346,763
Planned units:	100
Type of organization:	501(c)(3)
Sources of Labor:	DOE

Counties served: Conway, Franklin
Johnson, Logan
Perry, Polk
Pope, Scott
Yell

Congressional Districts:
2, 3

* These fields are optional.

Revised 12/14/07

OFFICE OF COMMUNITY SERVICES

ARKANSAS WEATHERIZATION SUBGRANTEES

		<u>County</u>
BRAD	Mr. Jim Jansen, Executive Director Black River Area Development Corp. 1403 Hospital Drive Pocahontas, Arkansas 72455 Telephone: (870) 892-5219 FAX: (870) 892-0707 E-mail: jjansen@bradcorp.org	Clay Lawrence Randolph
	Mr. Ricky Ditto, Weatherization Director (870) 892-5219 Ext. 246 E-mail: rditto@bradcorp.org	
CADC	Mr. Larry Cogburn, Executive Director Central Arkansas Development Council 722 Gaunt Street Post Office Box 580 Benton, Arkansas 72018 Telephone: (501) 315-1121 FAX: (501) 778-9120 E-mail: lcogburn@cadc.cc Also E-mail: lblair@cadc.cc	Calhoun Clark Columbia Dallas Hot Spring Montgomery Ouachita Pike Lonoke Pulaski Saline Union
	Ms. Beverly Palmer, Weatherization Coordinator E-mail: bpalmer@cadc.cc	
CAPCA	Ms. Phyliss Fry, Executive Director Community Action Program for Central Arkansas, Inc. 707 Robins Street, Suite 118 Conway, Arkansas 72032 Telephone: (501) 329-3891 Ext. 127 for Phyliss FAX: (501) 329-8642 E-mail: phyliss@capcainc.org	Cleburne Faulkner White
	Ms. Amy Bryant, Weatherization Director E-mail: amy.brown@archie.musselman@capcainc.org	

Weatherization Subgrantees' List

Page Two

CRDC	<p>Mr. Loyd Price, Executive Director Crowley's Ridge Development Council Post Office Box 16720 2401 Fox Meadow Lane Jonesboro, Arkansas 72403 Telephone: (870) 935-8610 FAX: (870) 935-0291 E-mail: lprice@crdcnea.com</p> <p>Mr. Kenny Gunn, Weatherization Director Telephone: (870) 935-9701 Ext. 10 E-mail: kgunn@cox-internet.com</p>	<p>Craighead Crittenden Cross Greene Jackson Poinsett St. Francis Woodruff</p>
C-SCDC	<p>Mr. Mark Whitmer, Executive Director Crawford-Sebastian Community Development Council, Inc. 4831 Armour Street Post Office Box 4069 Fort Smith, Arkansas 72914 Telephone: (479) 785-2303 FAX: (479) 785-2341 E-mail: mwhitmer@cscdcca.org</p> <p>Ms. Lea Anne Lee, Weatherization Director Telephone: (479) 785-2303 Ext. 111 E-Mail: leeannlee@cscdcca.org</p>	<p>Crawford Sebastian</p>
CSO	<p>Mr. Leon Massey, Executive Director Community Services Office, Inc. 600 West Grand Avenue Post Office Box 1175 Hot Springs, Arkansas 71901 Telephone: (501) 624-5724 FAX: (501) 624-1645 E-mail: lemass@csos.org</p> <p>Mr. John Bates, Weatherization Director</p>	<p>Garland</p>
MCAEOC	<p>Mr. Sam Scruggs, Executive Director Mississippi County, Arkansas Economic Opportunity Commission, Inc. 1400 North Division Post Office Drawer 1289 Blytheville, Arkansas 72316-1289 Telephone: (870) 776-1054</p> <p>FAX: (870) 776-1875 or 776-1567 E-mail: Sam.Scruggs@sbcglobal.net</p>	<p>Mississippi</p>

Weatherization Subgrantees' List
Page Three

Mr. Clark Phillips, Weatherization Director
E-mail: jim2wx@yahoo.com

M-DCS

Ms. Margaret Staub, Executive Director
Mid-Delta Community Services, Inc.
Post Office Drawer 745
Helena, Arkansas 72342
Telephone: (870) 338-6406
FAX: (870) 338-3629
E-mail: mstaub@cox-internet.com

Lee
Monroe
Phillips
Prairie

Mr. Jacob Bryant, Weatherization Director
53 South Poplar
Marianna, Arkansas 72360
Telephone: (870) 295-3697
Fax: (870) 295-2036
E-mail: j.bright@suddenlinkmail.com

NADC

Mr. Larry Goodwin, Executive Director
Northcentral Arkansas Development
Council, Inc.
550 9th Street
Post Office Box 3349
Batesville, Arkansas 72503
Telephone: (870) 793-5765
FAX: (870) 793-2167
E-mail: nadc_larry@yahoo.com

Fulton
Independence
Izard
Sharp
Stone

Mr. Billy Carlton, Weatherization Director

OHC

Mr. Al West, Executive Director
Office of Human Concern, Inc.
506 East Spruce Street
Post Office Box 778 (mail address only)
Rogers, Arkansas 72757
Telephone: (479) 636-7301
FAX: (479) 636-7312
E-mail: alwest@eohc.org

Benton
Carroll
Madison
Washington

Mr. Jerrie Dutton, Weatherization Director
E-mail: jdutton@eohc.org

Weatherization Subgrantees' List

Page Four

OOI	Mr. Roger Ratchford, Executive Director Ozark Opportunities, Inc. 701 East Prospect 72602 Post Office Box 1400 Harrison, Arkansas 72601 Telephone: (870) 741-9406 FAX: (870) 741-0924	Baxter Boone Marion Newton Searcy Van Buren
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E-mail: ooi@alltel.net

Mr. Darwin Arnold, Weatherization Director
 Telephone: (870) 741-2544
 Fax: (870) 741-2090

PB-JCEOC	Ms. Betty Smith, Executive Director Pine Bluff-Jefferson County Economic Opportunities Commission, Inc. Post Office Box 7228 (Mail Address Only) 817 Cherry Street Pine Bluff, Arkansas 71611 Telephone: (870) 536-0046 FAX: (870) 535-7558 E-mail: pbjceoc@sbcglobal.net Or: eocopsmgr@sbcglobal.net	Arkansas Cleveland Jefferson Lincoln Grant
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Ms. Brenet Smith, Weatherization Director
 Telephone: (870) 535-6699

SEACAC	Mr. Larry Henderson, Executive Director Southeast Arkansas Community Action Corporation Bradley 1208 Myrtle Post Office Box 312 Warren, Arkansas 71671 Telephone: (870) 226-2668 FAX: (870) 226-5637 E-mail: larryhenderson@seacac.com	Ashley Chicot Desha Drew
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Ms. Betty Forrest, Weatherization Director
 E-mail: betty.forrestb@seacac.com

Weatherization Subgrantees' List
Page Five

SWADC	<p>Mr. Ricky Pondexter, Executive Director Southwest Arkansas Development Council, Inc. 3902 Sanderson Lane Texarkana, Arkansas 71854 Telephone: (870) 773-5504 FAX: (870) 772-2974 E-mail: swadc@cableone.net</p>	<p>Hempstead Howard Lafayette Little River Miller Nevada Sevier</p>
	<p>Mr. Taft Wilson, Weatherization Director Telephone: (870) 772-5758 E-mail: taftwilson@cableone.net</p>	
UHDC	<p>Ms. Patricia Atkinson, Executive Director Universal Housing Development Corporation 301 East Third Street Post Office Box 846 Russellville, Arkansas 72801 Telephone: (479) 968-5001 FAX: (479) 968-5002 E-mail: pat@uhdc.net</p>	<p>Conway Franklin Johnson Logan Perry Polk Pope Scott Yell</p>
	<p>Mr. Loyd Collins, Weatherization Director</p>	

CONGRESSIONAL DISTRICT 1

AGENCIES	COUNTIES
<p>BLACK RIVER AREA DEVELOPMENT CORPORATION (BRAD) 1403 HOSPITAL DRIVE POCAHONTAS, ARKANSAS 72455 JIM JANSEN, EXECUTIVE DIRECTOR (870) 892-5219</p>	<p>CLAY LAWRENCE RANDOLPH</p>
<p>CENTRAL ARKANSAS DEVELOPMENT COUNCIL (CADC) 722 GAUNT STREET POST OFFICE BOX 580 BENTON, ARKANSAS 72018 LARRY COGBURN, EXECUTIVE DIRECTOR (501) 315-1121</p>	<p>LONOKE</p>
<p>COMMUNITY ACTION PROGRAM FOR CENTRAL ARKANSAS, INC. (CAPCA) 707 ROBINS STREET, SUITE 118 CONWAY, ARKANSAS 72034 PHYLISS FRY, EXECUTIVE DIRECTOR (501) 329-3891</p>	<p>CLEBURNE</p>
<p>CROWLEY'S RIDGE DEVELOPMENT COUNCIL (CRDC) 2801 FOX MEADOW LANE POST OFFICE BOX 1497 JONESBORO, ARKANSAS 72403 LOYD PRICE EXECUTIVE DIRECTOR (870) 802-7100</p>	<p>CRAIGHEAD CRITTENDEN CROSS GREENE JACKSON POINSETT ST. FRANCIS WOODRUFF</p>
<p>MID-DELTA COMMUNITY SERVICES, INC. (M-DCS) POST OFFICE DRAWER 745 HELENA, ARKANSAS 72342 MARGARET STAUB, EXECUTIVE DIRECTOR TELEPHONE: (870) 338-6406</p>	<p>LEE MONROE PHILLIPS PRAIRIE</p>

CONGRESSIONAL DISTRICT 1

AGENCIES	COUNTIES
<p>MISSISSIPPI COUNTY, ARKANSAS ECONOMIC OPPORTUNITY COMMISSION, INC. (MCAEOC) 1400 NORTH DIVISION POST OFFICE DRAWER 1289 BLYTHEVILLE, ARKANSAS 72316-1289 SAM SCRUGGS, EXECUTIVE DIRECTOR TELEPHONE: (870) 776-1054</p>	<p>MISSISSIPPI</p>
<p>NORTHCENTRAL ARKANSAS DEVELOPMENT COUNCIL, INC. (NADC) 550 9TH STREET POST OFFICE BOX 3349 BATESVILLE, ARKANSAS 72503 LARRY GOODWIN, EXECUTIVE DIRECTOR (870) 793-5765</p>	<p>FULTON INDEPENDENCE IZARD SHARP STONE</p>
<p>OZARK OPPORTUNITIES, INC. (OOI) 701 EAST PROSPECT POST OFFICE BOX 1400 HARRISON, ARKANSAS 72601 ROGER RATCHFORD, EXECUTIVE DIRECTOR (870) 741-9406</p>	<p>SEARCY</p>
<p>PINE BLUFF-JEFFERSON COUNTY ECONOMIC OPPORTUNITIES COMMISSION, INC. (PB-JCEOC) 817 CHERRY STREET POST OFFICE BOX 7228 PINE BLUFF, ARKANSAS 71611 BETTY SMITH, EXECUTIVE DIRECTOR (870) 536-0046</p>	<p>ARKANSAS</p>

CONGRESSIONAL DISTRICT 2

AGENCIES	COUNTIES
CENTRAL ARKANSAS DEVELOPMENT COUNCIL (CADC) 722 GAUNT STREET POST OFFICE BOX 580 BENTON, ARKANSAS 72018 LARRY COGBURN, EXECUTIVE DIRECTOR (502) 315-1121	SALINE
COMMUNITY ACTION PROGRAM FOR CENTRAL ARKANSAS, INC. (CAPCA) 707 ROBINS STREET, SUITE 118 PHYLISS FRY, EXECUTIVE DIRECTOR CONWAY, ARKANSAS 72034 (501) 329-3891	FAULKNER WHITE
CENTRAL ARKANSAS DEVELOPMENT COUNCIL 5620 WEST 12 TH STREET STE 9 LITTLE ROCK, ARKANSAS 72204 LARRY COGBURN, EXECUTIVE DIRECTOR (501) 603-0909	PULASKI
OZARK OPPORTUNITIES, INC. (OOI) 701 EAST PROSPECT POST OFFICE BOX 1400 HARRISON, ARKANSAS 72602 ROGER RATCHFORD, EXECUTIVE DIRECTOR (870) 741-9406	VAN BUREN
UNIVERSAL HOUSING DEVELOPMENT CORPORATION (UHDC) 301 EAST THIRD STREET POST OFFICE BOX 846 RUSSELLVILLE, ARKANSAS 72801 PATRICIA ATKINSON, EXECUTIVE DIRECTOR (501) 968-5001	CONWAY YELL PERRY

CONGRESSIONAL DISTRICT 3

AGENCIES	COUNTIES
<p>CRAWFORD-SEBASTIAN COMMUNITY DEVELOPMENT COUNCIL, INC. (C-SCDC) 4831 ARMOUR STREET POST OFFICE BOX 4069 FORT SMITH, ARKANSAS 72914 WELDON RAMEY, EXECUTIVE DIRECTOR (501) 785-2303</p>	<p>CRAWFORD SEBASTIAN</p>
<p>OFFICE OF HUMAN CONCERN, INC. (OHC) 506 EAST SPRUCE STREET POST OFFICE BOX 778 ROGERS, ARKANSAS 72757 AL WEST, EXECUTIVE DIRECTOR (501) 636-7301</p>	<p>BENTON CARROLL MADISON WASHINGTON</p>
<p>OZARK OPPORTUNITIES, INC. (OOI) 701 EAST PROSPECT POST OFFICE BOX 1400 HARRISON, ARKANSAS 72602 ROGER RATCHFORD, EXECUTIVE DIRECTOR (501) 741-9406</p>	<p>BAXTER BOONE MARION NEWTON</p>
<p>UNIVERSAL HOUSING DEVELOPMENT CORPORATION (UHDC) 301 EAST THIRD STREET POST OFFICE BOX 846 RUSSELLVILLE, ARKANSAS 72601 PATRICIA ATKINSON, EXECUTIVE DIRECTOR (501) 968-5001</p>	<p>FRANKLIN JOHNSON LOGAN POLK POPE SCOTT</p>

CONGRESSIONAL DISTRICT 4

AGENCIES	COUNTIES
<p>CENTRAL ARKANSAS DEVELOPMENT COUNCIL (CADC) 722 GAUNT STREET POST OFFICE BOX 580 BENTON, ARKANSAS 72018 LARRY COGBURN, EXECUTIVE DIRECTOR (501) 315-1121</p>	<p>CALHOUN CLARK COLUMBIA DALLAS HOT SPRING OUACHITA MONTGOMERY PIKE UNION</p>
<p>COMMUNITY SERVICES OFFICE, INC. (CSO) 600 WEST GRAND POST OFFICE BOX 1175 HOT SPRINGS, ARKANSAS 71902 LEON MASSEY, EXECUTIVE DIRECTOR (501) 624-5724</p>	<p>GARLAND</p>
<p>PINE BLUFF-JEFFERSON COUNTY ECONOMIC OPPORTUNITIES COMMISSION, INC. (PB-JCEOC) 817 CHERRY STREET POST OFFICE BOX 7228 PINE BLUFF, ARKANSAS 71611 BETTY SMITH, EXECUTIVE DIRECTOR (870) 536-0046</p>	<p>CLEVELAND JEFFERSON LINCOLN GRANT</p>
<p>SOUTHEAST ARKANSAS COMMUNITY ACTION CORPORATION (SEACAC) 1208 MYRTLE STREET POST OFFICE BOX 312 WARREN, ARKANSAS 71671 LARRY HENDERSON, EXECUTIVE DIRECTOR (870) 226-2668</p>	<p>ASHLEY BRADLEY CHICOT DESHA DREW</p>

CONGRESSIONAL DISTRICT 4

AGENCIES	COUNTIES
<p>SOUTHWEST ARKANSAS DEVELOPMENT COUNCIL (SWADC) 3902 SANDERSON LANE TEXARKANA, ARKANSAS TOM LOCKARD, EXECUTIVE DIRECTOR (870) 773-5504</p>	<p>HEMPSTEAD HOWARD LAFAYETTE LITTLE RIVER MILLER NEVADA SEVIER</p>

P R O D U C T I O N S C H E D U L E

DOE F 540.2
(12-04)

U.S. Department of Energy
WEATHERIZATION ANNUAL FILE WORKSHEET

OMB Control No. _____
Expiration Date: _____Grant #: 841 Amendment: _____ State: AR Program Year: 2009-2010Budget Period: 2009-2010**II.3 Subgrantees**

Grantee	City	Tentative	
		Funding*	Units*
BRAD	Pocahontas	\$ 113,508	33
CADC	Benton	672,246	207
CAPCA	Conway	167,639	49
CRDC	Jonesboro	417,206	129
C-SCDC	Fort Smith	148,501	43
CSO	Hot Springs	77,135	23
MCAEOC	Blytheville	75,634	22
M-DCS	Helena	163,773	48
NADC	Batesville	184,063	54
OHC	Rogers	289,920	84
OOI	Harrison	225,888	66
PB-JCEOC	Pine Bluff	223,064	65
SEACAC	Warren	191,635	56
SWADC	Texarkana	259,579	75
UHDC	Russellville	346,763	100
Totals		\$3,556,554	1,054

* Funding can include non-DOE sources if included in DOE budget. Units can include those completed with non-DOE funding if included in the DOE budget.

II.4 Production Schedule

Number of Units (Excluding reweatherized)	1,054
Reweatherized Units	53

Average Unit Costs, including Reweatherization, Subject to DOE Program Rules*	
VEHICLES & EQUIPMENT AVERAGE COST PER DWELLING UNIT (DOE RULES)	
A Total Vehicles & Equipment (\$5,000 or more) Budget	\$170,000
B Units Weatherized	1054
C Units Reweatherized	53
D Total Dwelling Units to be Weatherized and Reweatherized (B+C)	1107
E Average Vehicle & Equipment Acquisition Cost per Unit (A divided by D)	154
AVERAGE COST PER DWELLING UNIT (DOE RULES*)	
F Total Funds for Program Operations**	\$3,195,416
G Total Dwelling Units to be Weatherized and Reweatherized (from line D)	1107
H Average Program Operations Cost per Unit (F divided by G)	2,887
I Average Vehicle & Equipment Acquisition Cost per Unit (from line E)	154
J Total Average Cost per Dwelling (H plus I)	3,041

* Funding can include non-DOE sources if included in DOE budget. Units can include those completed with non-DOE funding if included in the DOE budget.

** Funds for program operations include expenditures described by 440.18(c)(1) through (9).

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

Grant: 841 Amendment: _____ State: AR Program Year: 2009-2010

Budget Period: 4/1/09 - 3/31/11

II.5 Energy Savings

Method used to calculate energy savings: WAP algorithm: Other (describe below):

Estimated energy savings (Mbtus): 32,482

Other Energy Savings Method Description

--

II.6 Training, Technical Assistance, and Monitoring Activities

<p>Grant Guidance 3/20/2009 Annual Training Conference 7/16 - 17/09 Skills Training 10/1-2/09</p>
--

II.7 DOE-Funded Leveraging Activities

<p>N/A</p>

II.8 Policy Advisory Committee Members

Thomas Green, Rita Byers, Al West, Martie North
Kenny Gunn, Patricia Atkinson, Susan Reckon, William Taft Wilson
Kelly Lassiter, Jamie Stringfellow, Mark Whitmer
Jane Todd, Lawrence McCullough, Jim Gatchel, Beverly Palmer

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

Hearing Date:	Newspapers that publicized the hearings and the dates that the notice ran.
<u>01/27/09</u>	<u>Arkansas Democrat-Gazette - 01/16/09</u>
If desired, hearing notes or transcripts may be cut and pasted into this space.	
See Attached Transcription	

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

Grant: 841 Amendment: _____ State: AR Program Year: 2009-2010
Budget Period: 4/1/09 - 3/31/11

II.10 Adjustments to On-File Information

*Reference the Adjustments to On-File section of Plan

II.11 Miscellaneous

E N E R G Y S A V I N G S

Energy Savings

An estimate of the amount of energy to be conserved.

The fuel analysis is representative of the typical unit weatherized by each of the subgrantees. The analysis provides the data regarding energy conservation.

DOE PROGRAM	AMOUNT	LINE
Total DOE State Weatherization Allocation	\$4,264,448	(a)
Total Cost associated with Administration, T&TA, Financial and Energy Audits or 15% of allocation	\$1,109,032	(b)
Subtract the amount entered in line (b) from Line (a), for total Federal (DOE) funds available to weatherize homes	\$3,155,416	(c)
State Average Cost per Home or National WAP Program Year Average Cost per Home (i.e., PY2007-\$2,885*)	\$ 3,055	(d)
Total Estimated Homes to be Weatherized	1,107	(e)
Multiply (e) by 30.5 MBTU** for total Annual Estimated Energy Savings resulting from DOE appropriated funds	33,764	(f)
ALL FUNDING SOURCES		
Total funds (e.g., DOE-WAP, State, Leveraged, LIHEAP, and other non-Federal sources of funds used by the State to weatherize homes	\$10,114,448	(g)
Total cost associated with the administration of Weatherization funds or 15% of total funds available to weatherize homes	\$ 1,694,032	(h)
Subtract the amount entered in line (h) from line (g), for total funds available to weatherize homes	\$8,420,416	(i)
State Average Cost per Home or Nation WAP Program Year Average Cost per Home (i.e., PY2009 - \$3,055*)	\$ 3,055	(j)
Total Estimated Homes to be Weatherized	2,412	(k)
Multiply (k) by 30.5 MBTU** for total Annual Estimated Energy Savings resulting from all funding sources	73,566	(l)

TRAINING AND TECHNICAL
ASSISTANCE ACTIVITIES
AND
MONITORING ACTIVITIES

TRAINING AND TECHNICAL ASSISTANCE

Milestones and training guidance is based on information received from evaluation of each subgrantees submittal

GRANT GUIDANCE

March 20, 2009

State weatherization manager and training coordinator will provide detail subject information to inform the changes that will be mandatory for the new program year.

WAP ANNUAL TRAINING CONFERENCE

JULY 16th & 17th, 2009

Various new subject matter, as well as updated information will be taught that are directly related to new requirements from DOE (i.e. regional, national conferences & other related sources).

WAP SKILLS TRAINING

October 1st & 2nd, 2009

Weatherization personnel come together in state wide hands on training. This allows everyone to participate in a wide array of skilled demonstrations needed to professionally show "how to" perform the different tasks needed on each unit. In addition, two or three units will be selected in advance to perform weatherization installed activities.

MONITORING ACTIVITIES

1. An analysis of the existence and effectiveness of any weatherization project being carried out by a subgrantee.

The Arkansas Weatherization Office analyzes the effectiveness of the State's Weatherization projects through its ongoing monitoring activities.

The monitoring activities of the Arkansas Weatherization Office serve three principle purposes:

- To disclose areas of non-compliance with contract and programmatic regulations.
- To identify technical assistance needs among program personnel, provide training to correct deficiencies, identify and resolve questions about program operations.
- To assure quality workmanship on homes weatherized.

Monthly monitoring activities occur in OCS as staff reviews the monthly reports from the subgrantees. The monitoring lends itself to in-office or desktop review since the fiscal records are readily accessible and financial staff is usually available for consultation.

Before making a monitoring visit, the monitor reviews all reports and requests, and pertinent correspondence from the agency to be visited to get an idea of the agency's performance over a period of several months. The audit for the last contract period and the monitoring reports made previously are also reviewed. Year-to-date statistical data is compiled monthly.

The monitor also reviews the production schedule for each agency based on the Arkansas weatherization allocation formula and compares it to projections and expenditures.

Each subgrantee is monitored a minimum of one time annually, but monitoring may be required more often if requested by the agency or is deemed necessary by the State Weatherization Office.

Monitoring and evaluation activities include:

- a. Review of the office procedures to determine if all systems are functioning according to written procedures,
- b. Review the client intake procedures, i.e., income guidelines and point system,
- c. Review the client files for accuracy and completeness,
- d. Review staffing levels and identify labor problems,
- e. Review material management controls, check warehouse inventory/tools and equipment,

- f. Review Financial Management System,
- g. Review safety issues,
- h. Make at least one home inspection of completions and/or units in progress per crew, and
- i. Hold an exit interview with the Program Director and Executive Director, and plan follow-up visits. Following the visit, the monitor files a written report with the Arkansas Weatherization Director and summarizes the findings along with suggested corrective action and comments.
 - 1) Two full-time monitors, with plans to hire one additional monitor, will be involved in regularly monitoring the program. The services of the Division of Finance will be utilized on an as needed basis. Our plan includes one additional monitor this program year.
 - 2) Each subgrantee will be monitored a minimum of one time during the year. At least ten percent of the homes weatherized will be inspected by state staff to insure quality control and accountability.
 - 3) Monthly reports, statistical review and monitoring and evaluation instruments are part of the weatherization manual.
 - 4) In addition to the system for resolving problems described, reference the T/TA portion of the state plan which will detail training designed to eliminate problems.
 - 5) Subgrantee performance is evaluated through the monitoring process. Subgrantee performance standards are contained in the manual and the subgrantees are evaluated as to whether they are meeting those standards. Two substandard performance ratings by a subgrantee could result in a public hearing process to determine the adequacy of that subgrantee.

MONITORINGMilestones

1. Fifteen subgrantees will be monitored at least once during the program year.
2. At least 10% of the units weatherized will be inspected during the program year.
3. At least 10% of the client files will be inspected for compliance with state and federal regulations.
4. Fiscal and production desk reviews will be conducted monthly.

LEVERAGING ACTIVITIES

Leveraging Activities - Other Sources

DOE Funded Leveraging

The state will leverage utility funds and other non-federal funds where possible. Subgrantees will administer the Arkansas Weatherization Program, which is contracted through the largest Community Action Agency in the state. The program will allow subgrantees to use DOE vehicles/equipment for use in the Arkansas Weatherization Program for non-DOE houses. Subgrantees will use a cost allocation plan to determine the amount of funds to be reimbursed to the DOE program for use of its vehicles/equipment.

POLICY ADVISORY COUNCIL

Arkansas Policy Advisory Council Meetings

The PAC will meet on January 27, 2009 for the purpose of holding a public hearing on the 2009-2010 State Weatherization Plan. Other items on the agenda will include the approval of minutes, planned 2009 training and a report on Weatherization Day, and AWP Program Updates.

The PAC members are involved in weatherization activities such as training and Weatherization day activities and leveraging funds. Entergy is represented on the PAC and funds some weatherization activities of subgrantees each year. The State Energy Office is represented on the PAC and provides client education material for weatherization clients. Rural Development is represented on the PAC and provides funding to some weatherization subgrantees for housing rehabilitation.

Revised 12/30/05

WEATHERIZATION ASSISTANCE PROGRAM
POLICY ADVISORY COUNCIL MEMBERS

TERM OF SERVICE

<u>EXPIR.</u> <u>NAME/ADDRESS/PHONE</u> <u>DATE</u>	<u>GROUP/ORGANIZATION</u> <u>REPRESENTED</u>	
Thomas E. Green Post Office Box 1437/S330 Little Rock, AR 72203 Phone: (501) 682-8715	Office of Community Services Ex-Officio	N/A
Rita Byers Main Stream 300 South Rodney Parham Rd Ste 5 Little Rock, AR 72205-4774 Phone: (501) 280-0012 FAX: (501) 280-9267 E-Mail: ritabyers@yahoo.com	Elderly and Handicapped	1/11
Al West, Vice Chair Office of Human Concern Post Office Box 778 Rogers, AR 72757 Phone: (479) 636-7301 FAX: (479) 636-7312 E-Mail: alwest@ohc.org	Weatherization Subgrantee CAA Executive Director	1/11
Jim Gatchel Mississippi County, Arkansas Economic Opportunity Commission, Inc. Post Office Box 1289 Blytheville, Arkansas 72316 Phone: (870) 776-1054 FAX: (870) 776-1875 E-Mail: Jim2wx@yahoo.com	Weatherization Director	1/11
Beverly Palmer Weatherization Director Central Arkansas Development Council Post Office Box 580 Benton, Arkansas 72018	Weatherization Director	1/11

Phone: (501) 315-1121
 FAX: (501) 778-9120
 E-Mail: bpalmer@cadc.cc

PAC - Term of Service
 Page 2

Mark Whitmer, Chair
 Crawford-Sebastian Community
 Development Council, Inc.
 4831 Armour Street
 Post Office Box 4069
 Fort Smith, AR 72914
 Phone: (479) 785-2303
 FAX: (479) 785-2341
 E-Mail: mwhitmer@cscdcca.org

Weatherization Director
 At Large Position

1/11

Susan Recken
 AR Department of Economic
 Development
 #1 Capitol Mall
 Little Rock, AR 72201
 Phone: (501) 682-7334
 FAX: (501) 682-2703
 E-Mail: srecken@1800ARKANSAS.com

At Large Position

1/11

Martie North, V.P., and
 Director of Community Development
 7500 Cantrell Road
 Little Rock, AR 72207
 Phone: (501) 978-2234
 E-Mail: mnorth@bankozarks.com

At Large Position

1/11

Kenny Gunn, Weatherization Dir.
 Crowley's Ridge Development
 Council, Inc.
 Post Office Box 16720
 Jonesboro, Arkansas 72403-1497
 Phone: (870) 802-7100 ext. 120
 E-Mail: kennygunn@crdcnea.com

At Large Position

1/11

William Taft Wilson
 Weatherization Director
 Southwest Arkansas Development Council, Inc.
 3902 Sanderson Lane
 Texarkana, Arkansas 71854
 Phone: (870) 773-5504

At Large Position

1/11

E-Mail: taftwilson@cableone.net

301 Third Street
 Russellville, AR 72801
 Phone: (479) 968-5001
 FAX: (479) 568-5002
uhdcpat@cox-internet.com

Kelly Lassiter, Manager
 Customer & Employee Relations
 CenterPoint/ARKLA
 P.O. Box 751
 Little Rock, AR 72203
 Phone: (501) 377-4746
 FAX: (501) 377-4725
 E-Mail: kelly.lassiter@centerpointenergy.com

Public Utilities

1/11

(This e-mail address has an underscore between first, middle PAC - Term of Service

Page 3

Patricia Atkinson
 Universal Housing
 Development Council
 Post Office Box 846
 and last name)

Housing

1/11

Jamie Stringfellow
 ENTERGY
 1405 Hwy 62 SW
 Mountain Home, AR 72653
 Cell: 870 866-6005
 Home 870 425-5178
 E-mail: jstring@entergy.com

Public Utilities

1/11

Jane Todd
 Public Service Commission
 Post Office Box C-400
 Little Rock, AR 72203
 Phone: (501) 682-5988
 FAX: (501) 682-5882
 E-Mail: janie_gray@psc.state.ar.us

Public Service Commission

1/11

(This e-mail address has an underscore between first and last name)

Lawrence McCullough
Rural Development
USDA Service Center
Federal Building, Room 3416
700 West Capitol Avenue
Little Rock, AR 72201-3225
Phone: (501) 301-3237
FAX: (501) 301-3290
E-Mail: Lawrence.mccullough@ar.usda.gov
Vacant

Housing

Local Government

ARKANSAS WEATHERIZATION POLICY ADVISORY COUNCIL

BY-LAWS

ARTICLE I THE COUNCIL

Section 1 - Name

The name of the Council shall be the Arkansas Weatherization Policy Advisory Council (PAC).

Section 2 - Purpose

The purpose of the PAC shall be to promote the full development and utilization of the State's weatherization resources.

Section 3 - Membership

The PAC shall be appointed by the Office of Community Services' Assistant Director in consultation with the State Weatherization Directors and PAC, consistent with federal regulations. Membership shall consist of no more than fifteen members representing the following groups or organizations:

- a. Office of Community Services (ex-officio)
- b. Elderly and Handicapped
- c. Weatherization Subgrantees
 - CAA Executive Director
 - Weatherization Directors (2)
- d. Local Government
- e. Civic Group
- f. Public Utilities (2)
- g. At-large Positions (4)
 - Choose from the following:
 - Financial Institutions
 - Liquid Petroleum Gas Board
 - Health Department Plumbing Inspector
 - Fire Marshall
 - Other
- h. Public Service Commission
- i. Housing (2)

The term of office of PAC members shall be for three years and may be appointed to serve consecutive terms. Appointments shall be made during the regular meeting of the first quarter of the calendar year.

(08/94) Members missing three consecutive regular meetings without cause, as determined by the total PAC membership, will be replaced at the next regular meeting of the PAC.

Section 4 - Authority

The PAC shall serve in an advisory capacity and will function as follows:

- a. approve the state plan;
- b. serve as a resource to secure additional funds for the State's Weatherization Assistance Program;
- c. make recommendations on the appropriate use of funds obtained from sources other than the Department of Energy;
- d. make policy recommendations;
- e. conduct the Public Hearings on the state plan; and
- f. network with other Weatherization PACs in the country.

ARTICLE II OFFICERS

Section 1 - Officers

The officers of the PAC shall be the Chairperson and Vice Chairperson.

Section 2 - Nomination of Officers

The Nominating Committee shall present a slate of officers in advance of the voting meeting. Additional nominations may be made from the floor. From this slate, the nominee receiving the majority vote shall be the officer.

Section 3 - Election and Term of Office

- A. The officers shall be elected at the first regular meeting of the calendar year and assume their duties at the next meeting. They shall serve for one year or until their successors are elected.
- B. Voting for officers shall be by written ballot unless the candidate has no opposition and then it may be by unanimous motion.

Section 4 - Duties

Chairperson: The Chairperson shall preside at all meetings of the PAC and perform all such services as are usually performed by the Chairperson of an organization and shall perform such duties as may be requested by the PAC and shall be ex-officio member of all committees except the Nominating Committee.

1910-0400

Vice Chairperson: The Vice Chairperson shall discharge the duties of the Chairperson in the absence of the Chairperson or in the event of his inability to act.

ARTICLE III PAC MEETINGS

Section 1 - Regular Meetings

The PAC shall meet on the fourth Tuesday of the third month of each quarter or at other times as specified by the Chairperson.

Section 2 - Special or Called Meeting

The Chairperson may call special meetings of the PAC as required. Upon receipt of written request from a majority of members of the PAC, the Chairperson shall call a special meeting of the PAC to convene within ten days.

Section 3 - Quorum

Five members of the PAC shall constitute a quorum for the transaction of business.

Section 4 - Voting

All actions of the PAC shall be determined by a majority vote of the members present and voting, except the adoption and amendment of the By-laws which shall be by a two-thirds vote of the members present. Proxy voting shall be allowed by persons authorized to attend and represent a member of the PAC.

Section 5 - Order of Business

The Chairperson and the Assistant Director of the Office of Community Services or designee shall be responsible for ordering the business of the PAC.

Section 6 - Rules

Robert Rules of Order shall govern the procedures of the PAC.

ARTICLE IV COMMITTEES

Section 1 - Committees may be established by the PAC as requested, to deal with specific issues. Members shall be designated by the Chairperson.

ARTICLE V

BY-LAWS AMENDMENT PROCEDURES

Section 1 - By-Laws Amendment Procedures

The By-laws may be amended at any regular meeting of the PAC by a two-thirds vote of the members present, provided that the proposed amendment has been submitted in writing and made available to all members at least two weeks prior to the meeting at which a vote is taken.

H E A R I N G S A N D T R A N S C R I P T S

STATE: ArkansasREGULATION REFERENCE: 440.14DATE ADOPTED: 04/01/96

REVISED DATE: _____

POLICY/PROCEDURES DOCUMENTATION

SUMMARY OF REQUIREMENT: Conduct Public Hearings throughout the state.

POLICY/PROCEDURE:

A draft of the State Plan is published prior to the hearing and held open for comment after the hearing. A Notice of Public Hearing is published in the statewide newspaper at least ten days prior to the hearing.

The State Plan is also promulgated through the Arkansas Administrative Procedures Act which requires that rules be published for review at least 30 days, filed with the Secretary of State, filed with the State Library, and the Arkansas Legislative Council to hold a public hearing on the rule. In addition, the State Plan is filed with the State Clearinghouse.

The State Plan implemented the new field guide as of 4/1/03.

THE ARKANSAS WEATHERIZATION POLICY ADVISORY

IMAX THEATER CONFERENCE ROOM
 3001 ROOSEVELT ROAD
 LITTLE ROCK, AR 72206
 JANUARY 24, 2008
 10:00-10:15 A.M.

**IN THE MATTER OF:
 WEATHERIZATION ASSISTANCE PROGRAM PUBLIC HEARING**

APPEARANCES:

MR. MARK WHITMER	CHAIRMAN
MS. RITA BYERS	PAC MEMBER
MS. SUSAN RECKEN	PAC MEMBER
MR. JIM GATCHEL	PAC MEMBER
MS. BEVERLY PALMER	PAC MEMBER
MR. AL WEST	VICE-CHAIRMAN
MS. JAMIE STRINGFELLOW	PAC MEMBER
MS. PATRICIA ATKINSON	PAC MEMBER
MS. MARTIE NORTH	PAC MEMBER
MR. KENNY GUNN	PAC MEMBER
MR. WILLIAM TAFT WILSON	PAC MEMBER
MR. THOMAS GREEN	PAC MEMBER
MS. MAE BISHOP, STATE WEATHERIZATION PROGRAM MANAGER, ARKANSAS OFFICE OF COMMUNITY SERVICES, DHS	

PUBLIC ATTENDEES:

SUE GATCHEL	ARCHIE MUSSELMAN
GREG IRWIN	JOHN BATES
LEA ANN LEE	DEBBIE BIGGS
BETTY FORREST	ROBIN ARNOLD
ROGER RATCHFORD	DARWIN ARNOLD
CANDY ROMAN	LARRY PALMER
LUD KOZLOWSKI	DORIS WRIGHT
LOYD COLLINS	BRENET SMITH
RICKY PONDEXTER	ROSE ADAMS
LOYD PRICE	STEVE COPLEY
TASHANNA DAVIS, SECRETARY	

I N D E X

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EXHIBITS

No Exhibits.

WEATHERIZATION ASSISTANCE PROGRAM

PUBLIC HEARING

JANUARY 24, 2008

Chairman Whitmer: This is the 2008-2009 Arkansas Weatherization Assistance Program Public Hearing. I would like to ask if everyone will put your cell phones and pagers on vibrate or turn them off. We will follow the same guidelines as we always follow. We will have the Public Hearing, take a short break and then the Policy Advisory Council meeting.

Ms. Bishop: Good morning, My name is Mae Bishop, Weatherization Program Manager at the Arkansas Department of Human Services, Office of Community Services. My purpose here today is to conduct a public hearing on the 2008 Weatherization Assistance Program State Plan.

The department has proposed an allocation of \$2,061,017 from the United States Department of Energy funds and \$1,919,855 from the Home Energy Assistance Program funds. No carryover is estimated this program year.

Grantees are expected to achieve a rate of production and expenditures that will result in all weatherization funds being spent by the end of the year.

The federal guidelines require the state to submit an annual application. The annual file is submitted to DOE and master file is updated as appropriate at the Department of Human Services. There possibly may be some changes in reporting requirements if there are changes required by the Department of Energy.

Training and technical assistance will be provided in the following areas on an as needed basis: Management and Administration, Basic Skills, Contract Training, Consumer Education, Leveraging, Rules and Regulations, National Energy Audit, Mobile Home Energy Audit, and Management Information System.

The following trainings have been tentatively scheduled:

Grant Guidance:
March 21, 2008

Annual Training Conference:
July 18-19, 2008

Skills Training:
October 2-3, 2008

General skills training is provided annually and additional training needs are determined as a result of monitoring visits and monthly reports. Attendance by appropriate subgrantee personnel is encouraged at all trainings. The effectiveness of state training will be evaluated annually. Attendance at training includes regional and national training sessions provided.

The state compares productivity by use of monthly reports. These reports are compiled and shared with subgrantees annually. It is estimated the 66 percent of the training and technical assistance funds will be used for monitoring activities. Other funds will also be used for monitoring activities.

Weatherization services will be provided in all 75 counties in Arkansas by 15 subgrantees.

Funds for Indian tribes are taken from state allocations. However, Arkansas has no Indian tribes at this time.

Approximately 533 units will be weatherized with Department of Energy funds and approximately 541 units will be weatherized with Home Energy Assistance Program funds.

The state is requiring a minimum of 30 percent average to be used for materials.

The state is requiring the use of the blower door on all units. Subgrantees receiving less than \$350,000 will receive ten percent of the United States Department of Energy funds for administration. Home Energy Assistance Program funds are limited to five percent for administration.

The state proposes up to \$63,000 for leveraging; up to \$10,000 for crisis relief; and up to \$42,000 for Pollution Control Insurance from Home Energy Assistance Program funds. Funds will be used to weatherize homes if not expended for leveraging, crisis relief, and pollution control insurance.

Children are included in the priority system. Children are defined to be dependents under the age of 18 who are full-time students in a secondary school or equivalent technical or vocational training who may be reasonably expected to complete the program before reaching the age of 19.

The financial audit, liability insurance and health and safety will continue to be separate budget items.

Program income is defined as any funds earned from non-federal sources during the course of performing weatherization work. The income generated must be used to complete additional houses in accordance with program rules.

Each subgrantee is required to have a policy on procurement of building insulation products and materials containing recovered materials in compliance with federal and state requirements.

All low-income Weatherization Assistance Program subgrantees completing renovation work on pre-1978 housing are subject to the provisions of a federal regulation that requires them to give a notification to the occupants of the housing about the potential hazards of lead base paint. The renovators are required to give occupants a copy of the Environmental Protection Agency booklet "Protect Your Family From Lead In Your Home" at least seven days prior to the start of work. This requirement applies only to those homes covered by the Environmental Protection Agency rule.

A house may be reweatherized if it was previously weatherized prior to September 30, 1993.

The state will continue to have a Policy Advisory Council as opposed to having a commission.

The Department of Energy has authorized replacement of refrigerators and electric water heaters under certain conditions. The maximum average per unit for 2009 will be \$3,055.

The Health and Safety plan includes mold and mildew. This includes a training plan, client certification form, walk-away policy and checklist.

The Arkansas Department of Human Services is in compliance with Titles VI and VII of the Civil Rights Act and operates, manages and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color, or national origin. If you need this material in a different format, such as large print, contact our Americans with Disabilities Act Coordinator at (501) 682-8922 voice, or (501) 682-8820 TDD.

Written comments may be submitted by 4:30 p.m., March 15 to:

Thomas E. Green, Assistant Director
Office of Community Services
P.O. Box 1437, Slot S-330
Little Rock, AR 72203-1437

This ends the public hearing. Are there any public comments regarding this hearing?

Chairman Whitmer: Do we have any comments? If we do please state your name, address, if you live in Little Rock, and the agency you work for. There are no comments.

Ms. Bishop: There are no comments. I would like to say again, if you have written comments that you like to submit, you may submit them by March 15.

Chairman Whitmer: If there are no comments, we would like to close the Public Hearing. We will adjourn and meet back here about 15 minutes to start the Policy Advisory Council meeting.

The meeting adjourned at 10:15 a.m.

A D J U S T M E N T S
T O
O N - L I N E
I N F O R M A T I O N

The maximum average for FY 2009 is \$3,055 per unit. The FY 2010 maximum average will be adjusted when notified by The Department of Energy.

The expenditure limit for Health and Safety Measures is 20% of the average per dwelling unit cost limitation.

The state will use 150% of the poverty guidelines as the eligibility criteria. The Department of Energy definition of income will be used.

MISCELLANEOUS

Miscellaneous

Energy Audit: Arkansas uses NEAT and will use the mobile home energy audit developed by DOE contract.

Success Stories: Arkansas will report success stories using the DOE prescribed format.

Financial Audits: The State office and each subgrantee has a Single Agency Audit in compliance with Circular A-133.

Reporting: Arkansas will comply with all of DOE's reporting requirements.

ASSURANCES
AND
CERTIFICATION

U.S. Department of Energy
Assurance of Compliance
Nondiscrimination in Federally Assisted Programs

OMB Burden Disclosure Statement

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Information Resources Management Policy, Plans, and Oversight, Records Management Division, HR-422 - GTN, Paperwork Reduction Project (1910-0400), U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, DC 20585; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-0400), Washington, DC 20585.

Arkansas Department of Human Services (Hereinafter called "the Applicant") HEREBY AGREES to comply with Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), Section 16 of the Federal Energy Administration Act of 1974 (Pub. L. 93-275), Section 401 of the Energy Reorganization Act of 1974 (Pub. L. 93-438), Title IX of the Education Amendments of 1972, as amended, (Pub. L. 92-318, Pub. L. 93-568, and Pub. L. 94-482), Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), the Age Discrimination Act of 1977 (Pub. L. 94-135), Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), the Department of Energy Organization Act of 1977 (Pub. L. 95-91), the Energy Conservation and Production Act of 1976, as amended, (Pub. L. 94-385) and Title 10, Code of Federal Regulations, Part 1040. In accordance with the above laws and regulations issued pursuant thereto, the Applicant agrees to assure that no person in the United States shall, on the ground of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity in which the Applicant receives Federal assistance from the Department of Energy.

Applicability and Period of Obligation

In the case of any service, financial aid, covered employment, equipment, property, or structure provided, leased, or improved with Federal assistance extended to the Applicant by the Department of Energy, this assurance obligates the Applicant for the period during which Federal assistance is extended. In the case of any transfer of such service, financial aid, equipment, property, or structure, this assurance obligates the transferee for the period during which Federal assistance is extended. If any personal property is so provided, this assurance obligates the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance obligates the Applicant for the period during which the Federal assistance is extended to the Applicant by the Department of Energy.

Employment Practices

Where a primary objective of the Federal assistance is to provide employment or where the Applicant's employment practices affect the delivery of services in programs or activities resulting from Federal assistance extended by the Department, the Applicant agrees not to - discriminate on the ground of race, color, national origin, sex, age, or disability, in its employment practices. Such employment practices may include, but are not limited to, recruitment, advertising, hiring, layoff or termination, promotion, demotion, transfer, rates of pay, training and participation in upward mobility programs; or other forms of compensation and use of facilities.

Subrecipient Assurance

The Applicant shall require any individual, organization, or other entity with whom it subcontracts, subgrants, or subleases for the purpose of providing any service, financial aid, equipment, property, or structure to comply with laws and regulations cited above. To this end, the subrecipient shall be required to sign a written assurance form; however, the obligation of both recipient and subrecipient to ensure compliance is not relieved by the collection or submission of written assurance forms.

Data Collection and Access to Records

The Applicant agrees to compile and maintain information pertaining to programs or activities developed as a result of the Applicant's receipt of Federal assistance from the Department of Energy. Such information shall include, but is not limited to the following: (1) the manner in which services are or will be provided and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination; (2) the population eligible to be served by race, color, national origin, sex, and disability; (3) data regarding covered employment including use or planned use of bilingual public contact employees serving beneficiaries of the program where necessary to permit effective participation by beneficiaries unable to speak or understand English; (4) the location of existing or proposed facilities connected with the program and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination; (5) the present or proposed membership by race, color, national origin, sex, age and disability in any planning or advisory body which is an integral part of the program; and (6) any additional written data determined by the Department of Energy to be relevant to the obligation to assure compliance by recipients with laws cited in the first paragraph of this assurance.

The Applicant agrees to submit requested data to the Department of Energy regarding programs and activities developed by the Applicant from the use of Federal assistance funds extended by the Department of Energy. Facilities of the Applicant (including the physical plants, buildings, or other structures) and all records, books, accounts, and other sources of information pertinent to the Applicant's compliance with the civil rights laws shall be made available for inspection during normal business hours of request of an officer or employee of the Department of Energy specifically authorized to make such inspections. Instructions in this regard will be provided by the Director, Office of Civil Rights, U.S. Department of Energy.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts (excluding procurement contracts), property, discounts or other Federal assistance extended after the date hereof, to the Applicants by the Department of Energy, including installment payments on account after such data of application for Federal assistance which are approved before such date. The Applicant recognizes and agrees that such Federal assistance will be extended in reliance upon the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, the successors, transferees, and assignees, as well as the person(s) whose signatures appear below and who are authorized to sign this assurance on behalf of the Applicant.

Applicant Certification

The Applicant certifies that it has complied, or that, within 90 days of the date of the grant, it will comply with all applicable requirements of 10 C.F.R. § 1040.5 (a copy will be furnished to the Applicant upon written request to DOE).

Designated Responsible Employee

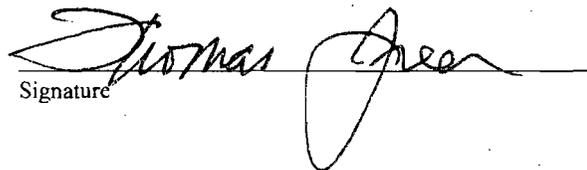
Bernard Pighee, Administrator (501) 682-7955
Name and Title (Printed or Typed) Telephone Number

 1/12/09
Signature Date

Arkansas Department of Human Services (501) 682-8715
Applicant's Name Telephone Number
Post Office Box 1437/S330
Address: Date
Little Rock, Arkansas 72203-1437

Authorized Official:
President, Chief Executive Officer
or Authorized Designee

Thomas E. Green, Assistant Director (501) 682-8715
Name and Title (Printed or Typed) Telephone Number

 1/22/09
Signature Date

**CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applications should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements or Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Energy determines to award the covered transaction, grant, or cooperative agreement.

F1. LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract the making of any Federal grant the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract grant loan, or cooperative agreement.
- (2) If any funds other than an Federal appropriated fund have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS**

- (1) The prospective Primary participant 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 a criminal offense in connection with obtaining attempting to obtain, or performing a public (Federal State, or local) transaction 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 go, - 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 offenses enumerated in paragraph (i)(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.

3. DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990.

**ALTERNATE I
(GRANTEES OTHER THAN INDIVIDUALS)**

- (1) The grantee certified that it will or will continue to provide a drug free workplace by:
 - (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantees workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace,
 - (2) The grantee's policy of maintaining a drug-free workplace,
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the work-place not later than five calendar days after such conviction.

(e) Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to energy grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consisted with the requirements of the Rehabilitation Act of 1973, amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal State, or local health law enforcement, or other appropriate agency,

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c) (d), (e), and (f).

(2) The grantee may insert in the space provided below the site(s) for the

performance of work done in connection with the specific grant:

Place of Performance.
(Street, address, city, county, state, zip code)

Office of Community Services
7th & Main Streets, Pulaski County
Little Rock, Arkansas 72201

Check if there are workplaces on file that are not identified here

4. Lobbying Disclosure Act of 1995, Simpson-Craig Amendment

Applicant organizations which are described in section 501(c)(4) of the Internal Revenue Code of 1986 and engage in lobbying activities after December 31, 1995, shall not be eligible for the receipt of Federal funds constituting an award, grant, or loan. Section 501(c)(4) of the Internal Revenue Code of 1986 covers:

Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, or local associations of employees, the membership of which is limited to the employees of a designated person or persons in a particular municipality, and the net earnings of which are devoted exclusively to charitable, educational or recreational purposes.

As set forth in the Lobbying Disclosure Act of 1995 (Public Law 10465, December 19, 1995), as amended ["Simpson-Craig Amendment," see Section 129 of the Balanced Budget Downpayment Act I (Public Law 104-99, January 26, 1996)], lobbying activities is defined broadly. (See section 3 of the Act.)

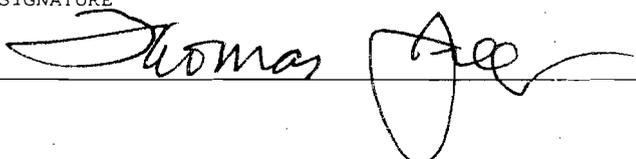
The undersigned certifies, to the best of his or her knowledge and better that: it IS NOT an organization described in section 501(c)(4) of the Internal Revenue Code of 1986; OR that it IS an organization described in section 501(c)(4) of the Internal Revenue Code of 1986, which after December 31, 1995, HAS NOT engaged in any lobbying activities as defined in the Lobbying Disclosure Act of 1995, as amended.

ALTERNATE II (GRANTEES WHO ARE INDIVIDUALS)

(1) The grantee certifies that as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing possession, or use of a controlled substance in conducting any activity with the grant.

(2) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF THE APPLICANT DEPARTMENT OF HUMAN SERVICES DIVISION OF COUNTY OPERATIONS OFFICE OF COMMUNITY SERVICES	PR/AWARD NUMBER AND/OR PROJECT NAME Low-Income Weatherization Assistance Program
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
THOMAS E. GREEN, ASSISTANT DIRECTOR	
SIGNATURE 	DATE 1/30/09

U.S. DEPARTMENT OF ENERGY

FINANCIAL ASSISTANCE PRE-AWARD INFORMATION SHEET

Grantee: Arkansas Office of Community ServicesGrant No.: DEFG44-02R410841 Amendment No.: _____A. INTELLECTUAL PROPERTY

- () A university or other institution of higher education or an organization of the type described in Section 501(c)(3) of the Internal Revenue Code of 1954 (26 USC 501(c)) and exempt from taxation under Section 501 (a) of the Internal Revenue Code (26 USC 501 (a)); or
- () An organization of the type described in Section 501(c)(4) of the Internal Revenue Code of 1954 (26 USC 501(c)) and exempt from taxation under Section 501 (a) of the Internal Revenue Code (26 USC 501(a)); or
- () A nonprofit scientific or educational organization qualified under a State nonprofit organization statute. Please identify the statute.
- () A small business concern as defined at Section 2 of Public Law 85-536 (15 USC 632) and implementing regulations of the administrator of the Small Business Administration.
- (X) None of the above.

Recipients who have checked NONE OF THE ABOVE have the right to request, in advance or within 30 days after execution of the grant, in accordance with applicable statutes and DOE Procurement Regulation (9.9109-6) a waiver of all or any part of the rights of the United States in Subject Inventions. If the grantee intends to request a waiver to such invention rights pursuant to DOE PR 99.109-6, please indicate:

- () I intend to request an advance waiver in accordance with DOE PR 9-9.109-6.
- (X) I do not intend to request an advance waiver.

A.2. RIGHTS IN PROPOSAL DATA

It is DOE policy for a grant award based on a proposal that, in consideration of the award, the Government shall obtain unlimited rights in the technical data contained in the proposal unless the grantee marks

those portions of the technical information which he asserts as "proprietary data" or specifies those portions of such technical data which are

GO-PFI9
(10.01.98)

not directly related to or will not be utilized in the work to be funded under the grant. Accordingly, please indicate:

- (X) No restrictions on Government rights in the proposal technical data; or
- () The following identified technical data is proprietary or is not directly related to or will not be utilized in the work to be funded under the grant:

A.3 IDENTIFICATION OF TECHNICAL DATA WHICH IS PROPRIETARY

The Rights in Technical Data clause proposed to be used for this grant may not permit the utilization of proprietary data in the grant work or, if the use of proprietary data is permitted, may not be adequate to meet programmatic requirements. Use of data which is proprietary may, prevent you from meeting, the data requirements of the grant (including delivery of data). Your attention is particularly drawn to the use of LICENSED COMPUTER SOFTWARE.

Please indicate that you have reviewed the requirements in the technical scope of work and to the best of your knowledge:

- (X) No proprietary data will be utilized in the grant work.
- () Proprietary data as follows will be utilized in the grant work:
- _____
- _____
- () No LICENSED COMPUTER SOFTWARE will be utilized in the grant work.
- (X) LICENSED COMPUTER SOFTWARE as follows will be utilized in the grant work:

Microsoft Word for Windows, Windows 98, Microsoft Office 97, Excel, and Word Perfect

B. TYPE OF BUSINESS (IF NOT SPECIFICALLY IDENTIFIED IN SECTION A. 1. OF THIS PRE-AWARD INFORMATION SHEET)

The Recipient is a:

- () Individual
- () Partnership
- (X) State or Local Government
- () Joint Venture

GO-PF19
(1.98)

C. SOCIAL SECURITY NUMBER (SSN)

If the Recipient does not have an Internal Revenue Service (IRS) assigned Employer Identification Number (EIN), Grantee SSN is _____ (See block 5 of Grant Application, Standard Form 424.)

D. DATA UNIVERSAL NUMBERING SYSTEM (DUNS NUMBER)

Grantee DUNS Number is 71-0422536. For assistance in obtaining a DUNS Number, call DUNN & Bradstreet at 1-800-333-0505. The offeror should be prepared to provide the following information to DUNN & Bradstreet:

- (1) Company name.
- (2) Company address.
- (3) Company telephone number
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the company was started.
- (7) Number of people employed by the company.
- (8) Company affiliation.

E. CIVIL RIGHTS REQUIREMENTS

In accordance with 10 CFR 1040, the recipient is required to appoint a person as the Affirmative Action Officer to be responsible for Civil Rights matters. The person you appoint should be knowledgeable of 10CFR 1040, Nondiscrimination in Federally Assisted Programs. You are also responsible for prominently displaying reasonable numbers of Civil Rights posters at your facility. A copy of 10 CFR 1040 can be found at www.pr.doe.gov/1f040_toc.html and the poster at www.eren.doe.gov/golden/paf.html. Copies can also be obtained from your awarding DOE office.

Doris Wright has been appointed as the Affirmative Action Officer and has familiarized himself/herself with 10 CFR 1040. DOE Civil Rights posters have been displayed prominently and in reasonable numbers at our facility.

Organization Name Office of Community Services Phone: (501) 682-8729
and address P.O. Box 1437/Slot S330 Fax: (501) 682-6736
Little Rock, Arkansas 72203 E-mail: Doris.Wright@mail.state.ar.us

I certify that the above information is complete and accurate to the best of my knowledge.



Signature

1/22/09

Date

Thomas E. Green, Assistant Director

Name and Title of Authorized Representative