

**U.S. Department of Energy
WEATHERIZATION ASSISTANCE PROGRAM (WAP)
STATE PLAN/MASTER FILE WORKSHEET**

(Grant Number: EE0009898, State: HI, Program Year: 2023)

Program report through documentation of hard copy, soft copy on the computer files and excel spreadsheet. Each Subgrantee is allocated with T&TA funds intended for WAP staff to attend comprehensive and specific trainings offered by Energy OutWest, NASCSP, Building Performance Association, and other DOE-approved IREC accredited organizations. As the State of Hawaii does not have any in-state IREC accredited training programs, DLIR-OCS will coordinate trainings with IREC accredited training providers to provide virtual trainings specifically for the Subgrantees to continue improving WAP knowledge and best practices. T&TA needs are assessed through monitoring visits, email requests, detailed evaluation from regional training sessions, and monthly program reports. A portion of DLIR-OCS's T&TA funds will be used to pay annual NASCSP membership dues to continue partnering with NASCSP to provide trainings for Subgrantees, and utilize as a resource for guidance on federal requirements. DLIR-OCS will also use T&TA funds to conduct on-site monitoring visits during PY 2023.

Due to the type of weatherization done in the State of Hawaii and the geographical location, Hawaii has an exemption for certified Quality Control Inspectors (QCI). Therefore, Final Inspectors need to be trained on the specific measures Hawaii's WAP installs, but does not need to go through the QCI training and get certified.

Subgrantees are required to have all individuals that are either full time or part time Inspectors receive regular comprehensive training. In order to maintain program transparency, Subgrantees are required to identify all Final Inspectors on staff. Subgrantees are responsible for ensuring that WAP Final Inspectors are trained and in compliance with all DLIR-OCS's WAP Policies and Procedures, and Hawaii's applicable Field Guide. DLIR-OCS ensures that untrained Subgrantee WAP staff are supervised while weatherizing homes to ensure accuracy and quality of work being conducted. Subgrantees will notify DLIR-OCS's Program Specialist of new WAP hires, weatherization -related experience they have, and who will be supervising them in the field until they receive the necessary trainings to properly weatherize homes. When Subgrantees complete trainings, Subgrantees will notify DLIR-OCS confirmation of registrations and certificates of completion for each staff enrolled.

DLIR-OCS's tentative T&TA activities for Program Year 2023 may consist of the following:

July 2023- DLIR-OCS will work with NASCSP to find an IREC accredited training provider to provide Subgrantees with specific weatherization training and other areas of improvement during PY22 monitoring.

DLIR-OCS will also work with Energy Smart Academy to provide an online self-paced course for the Subgrantees weatherization staff. This online self-paced course will cover the task and skills required for an Energy Auditor, Quality Control Inspector, and Crew Leader. Subgrantees can use a portion of their T&TA funds to complete this course by the end of Program Year 2023.

Percent of overall trainings

Comprehensive Training:	50.0
Specialized Trainings:	50.0

Breakdown of T&TA training budget

Percent of budget allocated to Auditor/QCI trainings:	50.0
Percent of budget allocated to Crew/Installer trainings:	50.0
Percent of budget allocated to Management/Financial trainings:	0.0

V.9 Energy Crisis and Disaster Plan

The State of Hawaii's Energy Crisis Plan can be found here (<http://files.hawaii.gov/dbedt/op/docs/Energy.pdf>). Hawaii has the Hawaii's Emergency Management Agency that coordinates services during disasters, issues disaster warnings, and educates the community about disaster preparedness (<http://scd.hawaii.gov/index.htm>).