



DAVID SCRIBNER
DIRECTOR

State of California-Health and Human Services Agency
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT
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 Telephone: (916) 576-7109 | Fax: (916) 263-1406
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GAVIN NEWSOM
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California BIL DOE Affirmation Form

Instructions

1. Please review information submitted as part of BIL Interest Form in June 2022 in Section 1: Information, Allocation, and Ramp-up Status. Confirm information is the same. If the current and future staff has changed please update accordingly.
2. Review “Allocation” Section carefully. It includes total allocation, admin portion, and T&TA portion. It also includes service area and estimated units as determined by DOE formula.
3. Affirm Election to Participate in Section 2: After filling in the name, position title, agency name and date below, print this Section 2: Election to Participate page and have your **Executive Director** wet-sign the **Election to Participate** box below, indicating your agency’s decision to participate in BIL DOE WAP and accept the allocation amount indicated here. A digital signature is also acceptable.
4. If not signed digitally, scan the completed Section 2: BIL DOE WAP Participation Election page and save as a PDF. Email the PDF of this page along with the Word version (not a PDF) of Section 1: Information, Ramp-up Status, and Allocation to wx@csd.ca.gov with “2022 BIL DOE WAP Affirmation” in the subject line on or before **Friday, October 21, 2022**.
5. CSD will consider failure to submit the documentation requested above by email to CSD by **Friday, October 21, 2022** as evidence that your agency has chosen **not** to participate in the BIL DOE WAP.

Questions regarding this document, steps for completion or any other related item can be sent to wx@csd.ca.gov with “2022 BIL DOE WAP Question” in the subject line.

Section 1: Information, Allocation, and Ramp-Up Status

Agency Contact for Questions	Agency Name	Contra Costa County Employment and Human Services	
	Contact Person	Laura Glass	
	Position Title	Weatherization Program Manager	
	Phone Number	925-655-3023	
	Email	laura.glass@dcd.cccounty.us	
Allocation, Estimated Units, Service Area	Total Allocation:	\$2,614,954	Estimated Units: 184
	Admin:	\$224,751	
	T&TA:	\$366,252	
			Service Area: Contra Costa

<p>T &TA needs of Agency (Submitted in June 2022)</p>	<p><u>Current staffing numbers (Installers, Assessors, Inspectors, Energy Auditors, Office Support, etc.)</u></p> <p>Currently we have 1 Program Manager, 3 Lead Weatherization Specialist that are Assessors, Inspectors, Energy Auditors, 3 Crew/Installers, 3 Office Support</p> <p><u>Hiring Needs – consider the number of crew needed to successfully administer your grant and indicate that below.</u></p> <p>12 new Crew/Installers</p> <p><u>What is your agency’s plan for hiring / training during a ramp-up period?</u></p> <p>Partner with the Local Workforce Investment Board and Local Training providers to train and provide Crew/Installers</p>
<p>T&TANeeds Update (September/October 2022)</p>	<p>What is your agency’s current status as it relates to the questions answered above from June?</p> <p>Contra Costa County has hired one additional Crew member at this time. Will need all the OSHA, EPA, PG&E training as well as County required trainings, and trainings offered by RHA. Contra Costa will need to hire 12 new Crew/Installers and all will need the above trainings, as well as the mandatory County trainings. The program will also need to hire and train one more Energy Auditor/QCI. The Program will need to hire 4 more clerical to do outreach, intake and billing. The clerical staff will need to be trained.</p>



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Section 2: Election to Participate

1. Please review information submitted as part of BIL Interest Form in June 2022 in Section 1: Information, Allocation, and Ramp-up Status. Confirm information is the same. If the current and future staff has changed please update accordingly.
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Election to Participate

Our agency **elects to participate** in the BIL DOE WAP and certifies that our agency understands and can meet the requirements and performance goals.

Signature	
Name (Print)	Click or tap here to enter text.
Position Title	Click or tap here to enter text.
Agency Name	Click or tap here to enter text.
Date	Click or tap to enter a date.