

Disgorgement Assistance Program (DAP) Features Webinar

OVERVIEW

1. Marketing and Outreach

2. UA Benefit Entry and Reporting

3. Weatherization Jobs

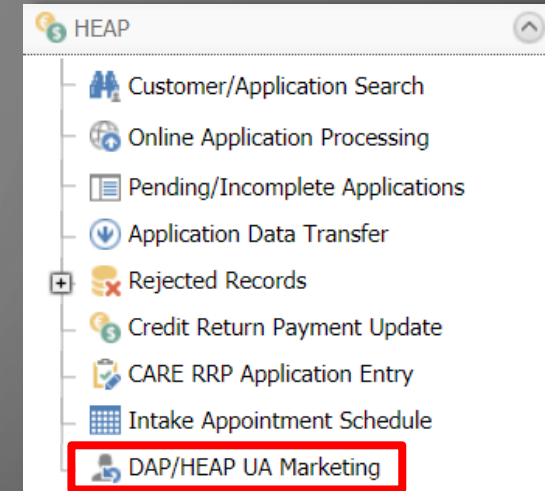
4. Billing and Reimbursement

5. Dashboard

Marketing and Outreach

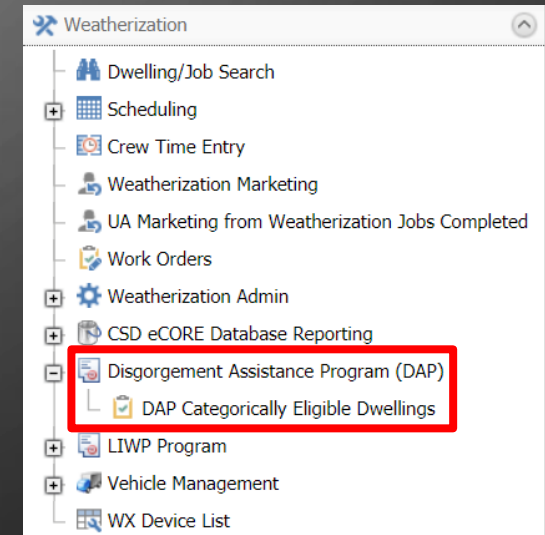
1. DAP Utility Assistance Marketing Report

➔ Eligible customers for DAP Payment Assistance



2. DAP Weatherization Marketing Report

➔ Eligible dwellings for DAP Weatherization



UA Marketing Reports



UA Marketing DAP / LIHEAP

Select a Report Type

Report Type:

DAP

1

DAP

2

HEAP

DAP UA Marketing Report

Select a Report Type
Report Type: DAP

Refresh List
Export List
Enter Search Criteria...

Customers with a HEAP Application with no DAP Application

Drag a column header here to group by that column

Certification Date	Name	Best Time to Call	Phone	Mailing Address
7/3/2019	PABLO PEREZ	MORN	831 7247678	708 GLEMAR ST
7/15/2019	DAISHA BEVERLY	AFT	831 2243233	1424 YOSEMITE ST APT F
7/19/2019	PETER SILVER			200 AVIATION WAY
7/22/2019	DOENA TEST		831 5550121	123 HELLO CIR APT C
8/5/2019	STEVE DOMINGO			200 HOLLY DR

- **Customers that are eligible for DAP utility assistance**
- **Requirements:**
 - **A HEAP application certified in past 120 days**
 - **No current DAP application**

HEAP UA Marketing Report

Select a Report Type

Report Type: HEAP

Refresh List Export List Enter Search Criteria...

Customers with a DAP Application with no HEAP Application

Drag a column header here to group by that column

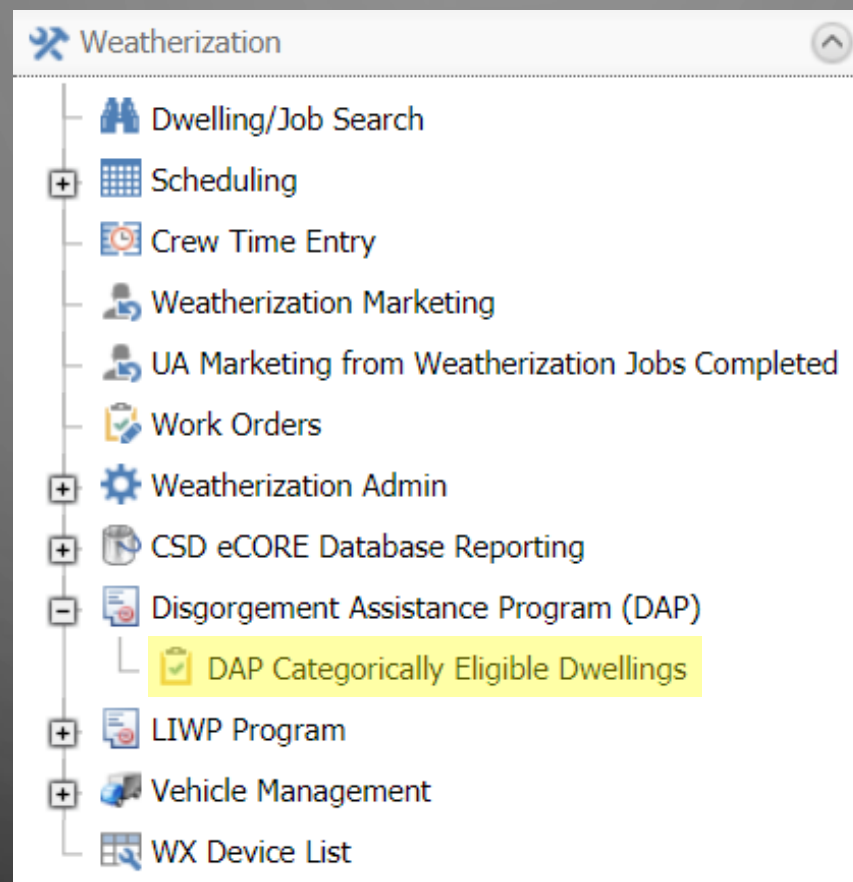
Certification Date	Name	Best Time to Call	Phone	Mailing Address
10/4/2019	DOENA HOLSCHTEIN	AFT	831 5550101	1 THIS WAY APT A

- **Customers that are eligible for HEAP utility assistance**
- **Requirements:**
 - A DAP application certified in past 120 days
 - No current HEAP application

DAP Weatherization Marketing Report

- **Previously LIHEAP-WX'd dwellings that are currently eligible for DAP weatherization**

DAP Weatherization Marketing Report



DAP Weatherization Marketing Report


ALSO KNOWN AS

DAP Categorically Eligible Previously Weatherized Dwellings ... Report



DAP Categorically Eligible Previously Weatherized Dwellings

 Refresh List

 Export List ▼

Enter Search Criteria...



Dwellings weatherized using LIHEAP funding which have an eligibility certification date within the past 270 days

Customer Name ▼	Job ID ▼	Dwelling ID ▼	Days To Assess ▼	Days To Complete ▼	Tenancy ▼	Certification Date ▼
BRUCE MOOREFIELD	46975	42767	95	185	OWNER OCCUPIED	1/4/2019
DIANA VALDEZ	48891	44058	95	185	OWNER OCCUPIED	1/4/2019
EMILIO MARRUJO	48693	13764	95	185	OWNER OCCUPIED	1/4/2019
JEANNE BELKNAP	48641	43913	95	185	OWNER OCCUPIED	1/4/2019
JOSE MANUEL GUIJARRO	48799	17959	95	185	OWNER OCCUPIED	1/4/2019
JUAN BERMUDEZ	48515	42732	95	185	OWNER OCCUPIED	1/4/2019
MARISOL VASQUEZ	48708	43956	95	185	RENTED	1/4/2019
RACHEL SMITH	48613	23007	95	185	RENTED	1/4/2019

DAP Categorically Eligible Previously Weatherized Dwellings

- **What is a “categorically” eligible dwelling?**
 - Weatherized dwellings (under LIHEAP) certified in the past 270 days
- **Dwellings do not require income recertification**

DAP Categorically Eligible Previously Weatherized Dwellings

DAP Categorically Eligible Previously Weatherized Dwellings

Refresh List

Export List

Enter Search Criteria...

Dwellings weatherized using LIHEAP funding which have an eligibility certification date within the past 270 days

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MARISOL VASQUEZ	48708	43956	95	185	RENTED	1/4/2019
RACHEL SMITH	48613	23007	95	185	RENTED	1/4/2019

PLEASE NOTE: Categorically eligible DAP jobs (in a LIHEAP WX'd dwelling) must be assessed within 365 days and completed within 455 days of the certification date.

Implementation Ideas

Mass mailers



**Marketing and
outreach calls**




E-mail blasts



DAP UA Benefit Entry

- The Program Year in ServTraq will match the DAP Contract Year (2020)

 Add Application
New Application

Program/Payment/Intake

Customer: [ANGELA KIM](#) ☐ Phone duplicate in PY?

Program: 2020
Program Year*

Status: ELIGIBLE
Application Status*

Payment:
Base Payment

DAP FAST TRACK 2020
DAP HEAP 2020
DAP WPO ECIP 2020
DAP WPO HEAP 2020
FAST TRACK 2020
HEAP 2020
WPO ECIP 2020

DAP UA Benefit Entry

- **A customer can have both:**
 - HEAP/Fast Track/WPO application
 - DAP HEAP/DAP Fast Track/DAP WPO application
- **A customer CANNOT have:**
 - 2 DAP applications
 - 2 LIHEAP applications

DAP UA Benefit Reporting

- **Program Year transferred to CSD CORE will be converted to “2120”**

HEAP 2020	TRANSFERRED
DAP HEAP 2020	TRANSFERRED

Program Year	Component (Application)
2020	2020 - LIHEAP - HEAP
2120	2120 - DAP - HEAP

WHY?!

➔ CORE limitations*

DAP on Your Weatherization Jobs



Selecting the Correct Job Type




New Dwelling and Job Creation

Select the **DAP Job Type** from Drop Down

aging.azurewebsites.net/DwellingDetails - Google Chrome

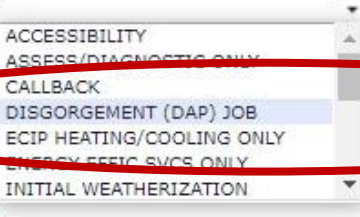
aging.azurewebsites.net/DwellingDetails

and Close Exit Delete Refresh


 Edit Dwelling
New Dwelling/Job


Dwelling Details

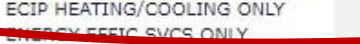
WSAG Signed Date*: 10/1/2019


Job Type*: 

MUD Info: ACCESSIBILITY
ASSESS/DIAGNOSTIC ONLY
CALLBACK
DISGORGEMENT (DAP) JOB
ECIP HEATING/COOLING ONLY
ENERGY EFFIC SVCS ONLY
INITIAL WEATHERIZATION


Tenancy*: 

Permit Info: 




Parcel Number: 

Notes: 

Dwelling Address

Dwelling Control Code: 

The Dwelling Control Code is a field used to validate submissions to eCore. If you receive a 'JN' code rejection on a transferred job this value.

Line 1:   

Make sure to set the eligibility to Categorical

Building Structure:	WOOD	Cooling Type:	NONE
Cooking Appliance Type:	NONE	Cooling Oper. Status:	NOT AVAILABLE
Cooking Energy:	NONE		

Job Details

Job Tags:	DAP WX		
JobID:	36586	HPO Required?:	<input type="checkbox"/>
Agency Control Code:		HPO Approval Number:	
Job Type:	DISGORGEMENT (DAP) JOB	Eligibility Type:	CATEGORICAL
Completed Date:		Site:	CENTRAL COAST ENERGY SERVICES
Reported Date:		Job Close Date:	
Crew Leader:		Job Close Reason:	
Assessor:		Job Close Note:	

CSD eCORE Database Transfer Info

First eCORE Database Transfer:		Most Recent eCORE Database Transfer:	
CSD eCORE Database Status:		Latest Transfer Batch:	

Use **CATAGORICAL** for Eligibility if there is a **certification date** for eligibility docs. **Within the last year** from assessment of DAP Job

NORMAL eligibility is for **eligibility docs** within **Standard WX time** frames (cert to Assess 120 days)

1.Clone Job With Categorical Eligibility

2.Remove Assessment date

3.Select Job Type from Drop Down

edit X Delete Refresh Link Unlink Jobsheet Details Clone Job

Edit Job
JobID - 36528, 123 HELLO CIR, SALINAS, 93901

Eligibility Details

Customer: ANGELA KIM NGUYEN
Eligibility: View/Edit Eligibility Record

Dwelling Assessment Items

Assessment Date: 3/1/2019	Cooking Oper. Status: OPERATIONAL
Dwelling Year Built: 1999	Heater Type: FLOOR FURNACE
HUD Funded?: <input type="checkbox"/>	Heating Energy: NATURAL GAS
Lead-Safe WX Req'd?: <input type="checkbox"/>	Heater Oper. Status: OPERATIONAL
# Attached Units: 1	Water Heater Type: CONVENTIONAL
CEC Climate Zone: 3	Water Heating Energy: NATURAL GAS
Tenancy: RENTED	Water Heater Oper. Status: OPERATIONAL
Building Structure: BRICK	Cooling Type: NONE
Cooking Appliance Type: COUNTERTOP	Cooling Oper. Status: NOT AVAILABLE
Cooking Energy: NATURAL GAS	

Job Details

Job Tags:	HPO Required?: <input type="checkbox"/>
JobID: 36528	HPO Approval Number:
Agency Control Code:	Eligibility Type: NORMAL
Job Type: INITIAL WEATHERIZATION	Site: CENTRAL COAST ENERGY SERVICES
Completed Date: 4/4/2016	Job Close Date:
Reported Date:	Job Close Reason:
	Job Close Note:

Edit Job
JobID - 36590, 123 HELLO CIR, SALINAS, 93901

Eligibility Details

Customer: ANGELA KIM NGUYEN
Eligibility: View/Edit Eligibility Record

Dwelling Assessment Items

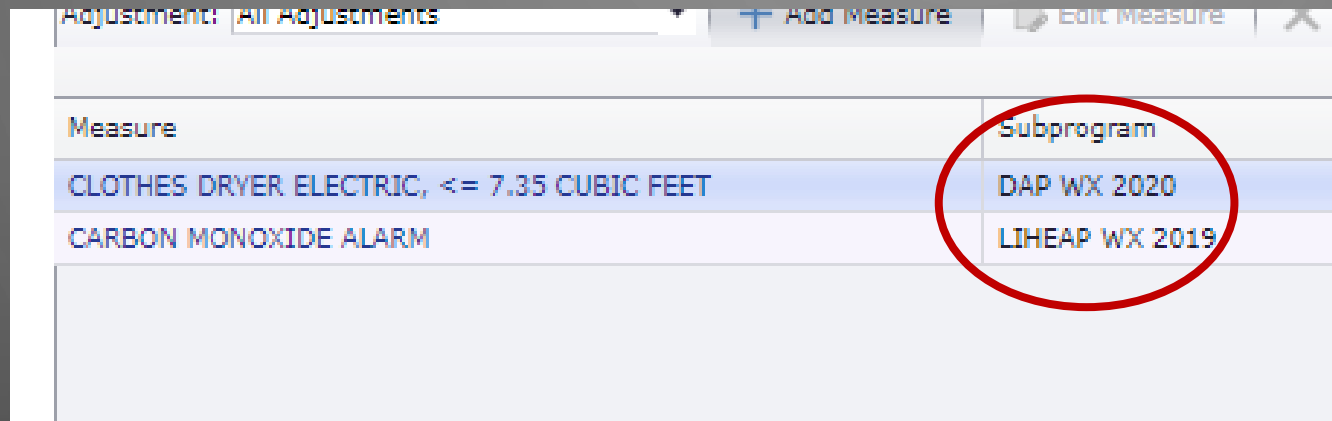
Assessment Date: 10/8/2019	Cooking Oper. Status: OPERATIONAL
Dwelling Year Built: 1999	Heater Type: FLOOR FURNACE
HUD Funded?: <input type="checkbox"/>	Heating Energy: NATURAL GAS
Lead-Safe WX Req'd?: <input type="checkbox"/>	Heater Oper. Status: OPERATIONAL
# Attached Units: 1	Water Heater Type: CONVENTIONAL
CEC Climate Zone: 3	Water Heating Energy: NATURAL GAS
Tenancy: RENTED	Water Heater Oper. Status: OPERATIONAL
Building Structure: BRICK	Cooling Type: NONE
Cooking Appliance Type: COUNTERTOP	Cooling Oper. Status: NOT AVAILABLE
Cooking Energy: NATURAL GAS	

Job Details

Job Tags:	HPO Required?: <input type="checkbox"/>
JobID: 36590	HPO Approval Number:
Agency Control Code:	Eligibility Type: NORMAL
Job Type: DISGORGEMENT (DAP) JOB	Site: CENTRAL COAST ENERGY SERVICES
Completed Date:	Job Close Date:
Reported Date:	Job Close Reason:
Crew Leader:	Job Close Note:
Assessor:	

Be Careful Leveraging Jobs

DAP Jobs Can Have Categorical and Normal eligibility



Adjustment: All Adjustments + Add Measure Edit Measure X

Measure	Subprogram
CLOTHES DRYER ELECTRIC, <= 7.35 CUBIC FEET	DAP WX 2020
CARBON MONOXIDE ALARM	LIHEAP WX 2019

LIHEAP Jobs Can Only Have Normal Eligibility

Measures Added Same as Other Programs.

Measures will populate based on Subprogram

Add Measure
New Measure

Measure Data

Subprogram*:
Measure*: **DAP WX 2020**
Hourly Rate*:
Fixed Fee\$:
Quantity:
Unit:

Reimbursement Details

Install Date*: 10/8/2019
Labor Hours*: 0
Measure Count*: 0
Crew Labor*: \$0.00 [Add/Edit Crew Labor](#)
Materials Amount*: \$0.00 [Add/Edit Materials](#)
Subcontractor Amount*: \$0.00
Other Costs*: \$0.00
Fees*: \$0.00
Rebate Amount*: \$0.00
Line Total*: \$0.00

Other Information

Add Measure
WOOD STOVE EPA CERTIFIED

Measure Data

Subprogram*: DAP WX 2020
Measure*: **WOOD STOVE EPA CERTIFIED**
Hourly Rate*:
Fixed Fee\$:
Quantity:
Unit:

Reimbursement Details

Install Date*: 10/8/2019
Labor Hours*: 0
Measure Count*: 1
Crew Labor*: \$0.00 [Add/Edit Crew Labor](#)
Materials Amount*: \$0.00 [Add/Edit Materials](#)
Subcontractor Amount*: \$0.00
Other Costs*: \$0.00
Fees*: \$0.00
Rebate Amount*: \$0.00
Line Total*: \$0.00

Other Information

Validations and Warnings in Accordance with CSD Requirements

Validation Summary

- ❗ A Duct Leakage Test is required when the dwelling has an FAU.
- ❗ If the Dwelling Year Built is more than 45 years from the Assessment Date the HPO Approval Number is required.
- ⚠ Be aware that you are using categorical eligibility on a job with measures from programs other than a disgorgement program. This is not validated by eCore but you may run into problems with CSD monitors if they find this to be in violation of the DAP contract.

1. Categorical Eligibility: must be a job at the same dwelling assessed within 365 days and completed within 455 days of prior eligibility certification date

2. Be aware that you are using categorical eligibility on a job with measures from programs other than a disgorgement program. This is not validated by eCore but you may run into problems with CSD monitors if they find this to be in violation of the DAP contract.

Add a **Job Tag** Specific to the DAP program

Cooking Energy: NONE

Job Details

Job Tags:	DAP CATEGORICAL ELIGIBILITY ✖	
JobID:	36586	HPO Required?: <input type="checkbox"/>
Agency Control Code:		HPO Approval Number:
Job Type:	DISGORGEMENT (DAP) JOB	Eligibility Type:
Completed Date:	10/7/2019	Site:
Reported Date:		Job Close Date:
Crew Leader:		Job Close Reason:
Assessor:		Job Close Note:

CSD eCORE Database Transfer Info

*Job Statuses Change. Job Tags Do Not

Using the Job Tags You Can Easily Sort and Prioritize DAP Jobs.

Open Jobs List

Refresh List | Export List | Color Key

Drag a column header here to group by that column

LIWP Census Tract Eligible	Job ID	ACC	Job Type	Current Status	Tags	Crew Leader	WSAG Signed Date
	36589		PRIVATE CONTRACTING	NO STATUS			10/1/2019
	36588		PRIVATE CONTRACTING	NO STATUS			10/1/2019
	36587		PRIVATE CONTRACTING	NO STATUS			10/1/2019
	36586		DISGORGEMENT (DAP) JOB	READY TO ASSESS	DAP CATEGORICAL ELIGIBILITY		5/12/2011
	36585		DISGORGEMENT (DAP) JOB	NO STATUS			12/11/2018
	36582		DISGORGEMENT (DAP) JOB	NO STATUS			1/24/2019
	36580		PRIVATE CONTRACTING	NO STATUS			9/19/2019
	36578		PRIVATE CONTRACTING	NO STATUS			1/1/2018
	36577		PRIVATE CONTRACTING	NO STATUS			1/1/2018
	36576		PRIVATE CONTRACTING	NO STATUS			9/18/2019
	36575		PRIVATE CONTRACTING	NO STATUS			9/17/2019
	36574		PRIVATE CONTRACTING	NO STATUS			9/17/2019
	36573		PRIVATE CONTRACTING	SCHEDULED FOR WORK		THANH T HO	9/17/2019
	36572		PRIVATE CONTRACTING	SCHEDULED FOR ASSESSMENT		CREW AWESOME	1/1/2019
	36571		REWEATHERIZATION	NO STATUS			8/13/2019
	36570		INITIAL WEATHERIZATION	SCHEDULED FOR ASSESSMENT		CREW C	8/13/2019
	36569		PRIVATE CONTRACTING	NO STATUS			12/13/2016
	36568		REWEATHERIZATION	NO STATUS			11/13/2018
	36567		REWEATHERIZATION	NO STATUS			10/19/2018
	36566		REWEATHERIZATION	NO STATUS			5/30/2019
	36565		REWEATHERIZATION	NO STATUS			5/30/2019
	36564		INITIAL WEATHERIZATION	NO STATUS			5/30/2019
	36561		DISGORGEMENT (DAP) JOB	NO STATUS	GHHI PROJECT		5/12/2019

BILLING AND REIMBURSEMENT

DAP Reports & More



CSD MONTHLY



CSD Monthly Report

Report Parameters

Reported Date: * 10/15/2019

Program: * 20D-1036 - DAP LIHEAP EHA-16 2019

Site: * ALL SITES --

Submit

1 of 3

MONTHLY WEATHERIZATION REIMBURSEMENT/ACTIVITY REPORT -- DAP LIHEAP EHA-16 2019

Contractor:	Contract Number:	Report Period:
TEST AGENCY R1	20D-1036	10/15/2019
120 - ADMINISTRATIVE COSTS DETAILS		
130 - TRAINING AND TECHNICAL ASSISTANCE COSTS		
140 - PROGRAM COSTS DETAILS		
150 - EHCS PROGRAM COSTS DETAILS		
1. ECIP Emergency Heating and Cooling Services (EHCS)		\$0.0000
155 - WPO PROGRAM COSTS DETAILS		
1. Wood, Propane, and Oil (ECIP & HEAP WPO)		\$0.00
160 - OTHER PROGRAM COSTS		
1. Wages-Field Staff		\$0.0000
2. Wages-Program Management & Support		\$0.0000
3. Workers' Compensation		\$0.0000
4. Lodging and Per Diem		\$0.0000
5. Disposal Fees		\$150.00
6. Historic Preservation Review		\$10.50
7. Vehicle & Equipment Repair, Maintenance, Fuel		\$0.0000
8. Ancillary Supplies		\$0.0000
9. Waste Breakage		\$500.00
170 - CALFRESH CLIENTS		
1. Total Number of Utility Assistance and WPO Clients Who Receive CalFresh Benefits		0

JOBS CHECK REPORT



Jobs Check

Jobs completed by 10/7/2019, Not Reported, Entered on or before

DAP WX 2020

List Name / Address	DwellingID	JobID	Completed	Labor	Sub.	Fees	Materials	Job Total
RODRIGUEZ, SALVADOR		10 ARGENTINE PL SALINAS 93905						
	16881	36586	10/7/2019	\$37.50	\$0.00	\$0.00	\$0.00	\$37.50
Program: DAP WX 2020 contains 1 job.				\$37.50	\$0.00	\$0.00	\$0.00	\$37.50

DOE WAP 2014

List Name / Address	DwellingID	JobID	Completed	Labor	Sub.	Fees	Materials	Job Total
STEPNEY, PATRICIA		50 W 49TH ST BLDG LONG BEACH 90805						
	28428	36417	4/10/2015	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00
Program: DOE WAP 2014 contains 1 job.				\$25.00	\$0.00	\$0.00	\$0.00	\$25.00

ECHS 2015





List Name / Address	DwellingID	JobID	Completed	Labor	Sub.	Fees	Materials	Job Total
DOE, JOHN		3826 SANTA ANA ST SOUTH GATE 90280						
	27418	36400	2/1/2015	\$12.75	\$0.00	\$0.00	\$0.00	\$12.75
Program: ECHS 2015 contains 1 job.				\$12.75	\$0.00	\$0.00	\$0.00	\$12.75













LIHEAP WX 2015

List Name / Address	DwellingID	JobID	Completed	Labor	Sub.	Fees	Materials	Job Total
DOE, JOHN		3826 SANTA ANA ST SOUTH GATE 90280						
	27418	36400	2/1/2015	\$442.53	\$3,035.00	\$51.00	\$946.06	\$4,474.60
RIPPER, JACK		3637 PINE AVE LONG BEACH 90807						
	27421	36403	1/28/2015	\$49.00	\$650.00	\$0.00	\$105.83	\$804.83
ROCHA, MARCELA		1032 JOHN ST APT 79 SALINAS 93905						
	20306	28022	3/30/2016	\$400.00	\$0.00	\$0.00	\$600.00	\$1,000.00
ROJAS, GLADY		911 LEXINGTON DR SALINAS 93906						

eCORE Data Transfer Functionality

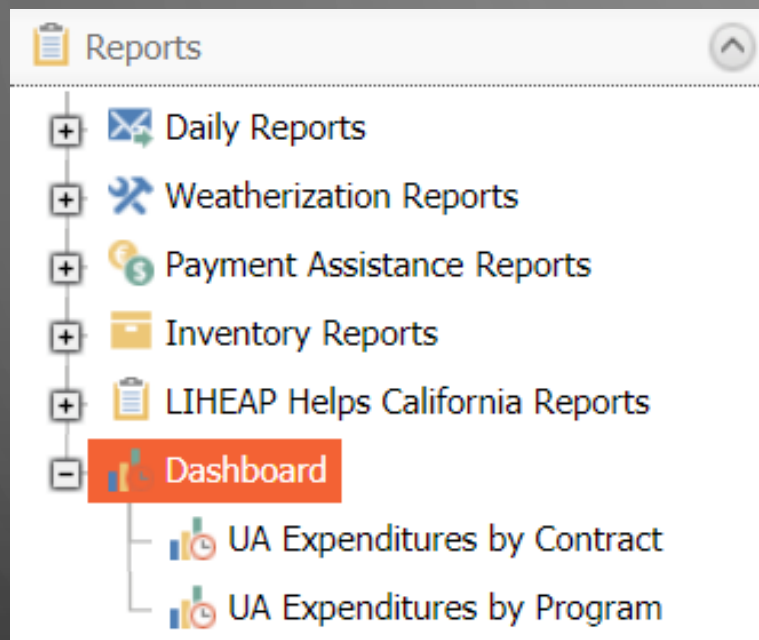
Job Reporting

End Date: | Reported Date: 10/15/2019 |  Mark Reported |  eCORE Database Transfer |  Refresh List |  Export List

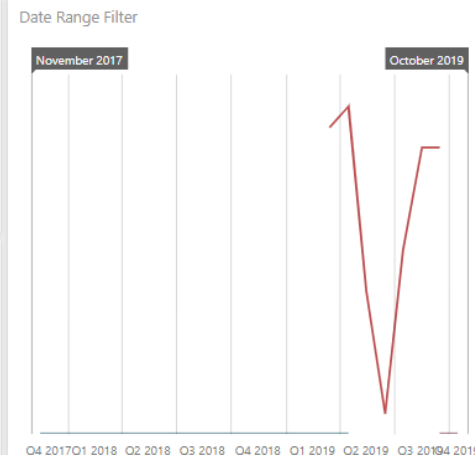
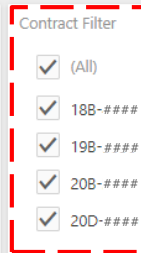
<input type="checkbox"/>		Program	Job Control Code	Job ID	Dwelling ID	Job Type	Completed Date	Customer Name	Service Address	City	State	Zip Code	County
<input checked="" type="checkbox"/>		DAP WX 2020		36586	16881	DISGORGEMENT (DAP) JOB	10/7/2019	RODRIGUEZ, SALVADOR	10 ARGENTINE PL	SALINAS	CA	93905	MONTEREY
<input type="checkbox"/>		LIHEAP WX 2019		36551	20177	INITIAL WEATHERIZATION	4/22/2019	GARCIA, JULIE	406 MAIN ST STE 214	WATSONVIL	CA	95076	SANTA CRUZ
<input type="checkbox"/>		LIHEAP WX 2016		36528	28497	INITIAL WEATHERIZATION	4/4/2016	KIM NGUYEN, ANGELA	123 HELLO CIR	SALINAS	CA	93901	MONTEREY
<input type="checkbox"/>		LIWP WX 2015		36455	28453	INITIAL WEATHERIZATION	9/12/2016	ROJAS, GLADY	911 LEXINGTON DR	SALINAS	CA	93906	MONTEREY
<input type="checkbox"/>		LIHEAP WX 2015		36455	28453	INITIAL WEATHERIZATION	9/12/2016	ROJAS, GLADY	911 LEXINGTON DR	SALINAS	CA	93906	MONTEREY
<input type="checkbox"/>		SWEATS 2016		36418	27421	INITIAL WEATHERIZATION	7/28/2016	BRAVO, GLADYS	3637 PINE AVE	LONG BEACH	CA	90807	LOS ANGELES
<input type="checkbox"/>		LIHEAP WX 2015		36417	28428	INITIAL WEATHERIZATION	4/10/2015	STEPNEY, PATRICIA	50 W 49TH ST BLDG	LONG BEACH	CA	90805	LOS ANGELES
<input type="checkbox"/>		DOE WAP 2014		36417	28428	INITIAL WEATHERIZATION	4/10/2015	STEPNEY, PATRICIA	50 W 49TH ST BLDG	LONG BEACH	CA	90805	LOS ANGELES
<input type="checkbox"/>		LIWP WX 2015		36403	27421	INITIAL WEATHERIZATION	1/28/2015	RIPPER, JACK	3637 PINE AVE	LONG BEACH	CA	90807	LOS ANGELES
<input type="checkbox"/>		LIHEAP WX 2015		36403	27421	INITIAL WEATHERIZATION	1/28/2015	RIPPER, JACK	3637 PINE AVE	LONG BEACH	CA	90807	LOS ANGELES
<input type="checkbox"/>		LIHEAP WX 2015		36400	27418	INITIAL WEATHERIZATION	2/1/2015	DOE, JOHN	3826 SANTA ANA ST	SOUTH GATE	CA	90280	LOS ANGELES

CSD's eCORE system is expected to be ready to accept DAP Jobs NOV. 4th

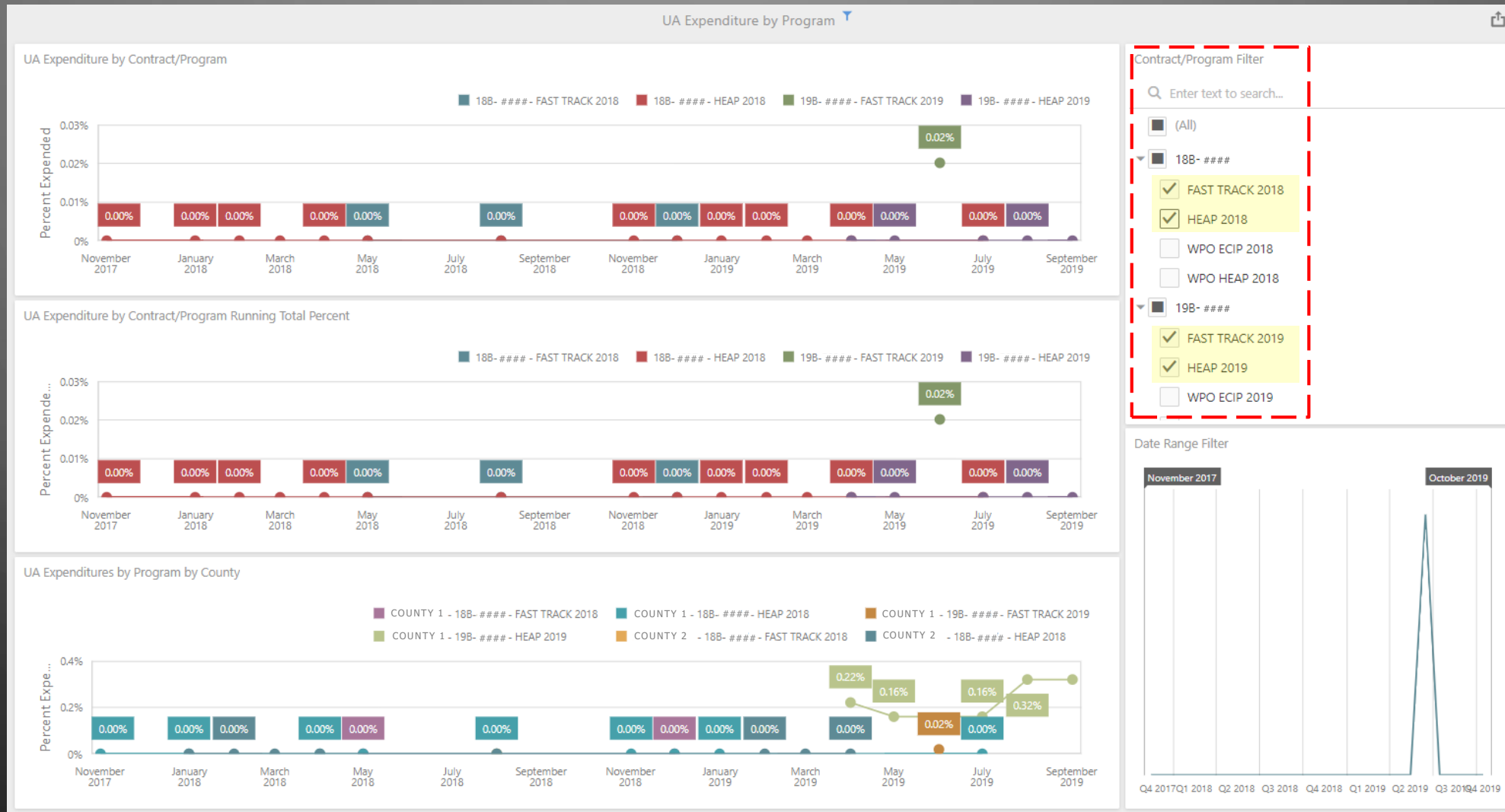
Dashboard

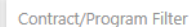


- **Keep track of expenditures**
 - **Filter by contract and/or program**
 - **Select date range**
 - **Export data**



Utility Assistance Expenditures by Program





🔍 Enter text to search...

☐ (All)

▼ 18B-####

 FAST TRACK 2018

☒ HEAP 2018

WPO ECIP 2018

WPO HEAP 2018

▼ 19B-####

 FAST TRACK 2019

☒ HEAP 2019

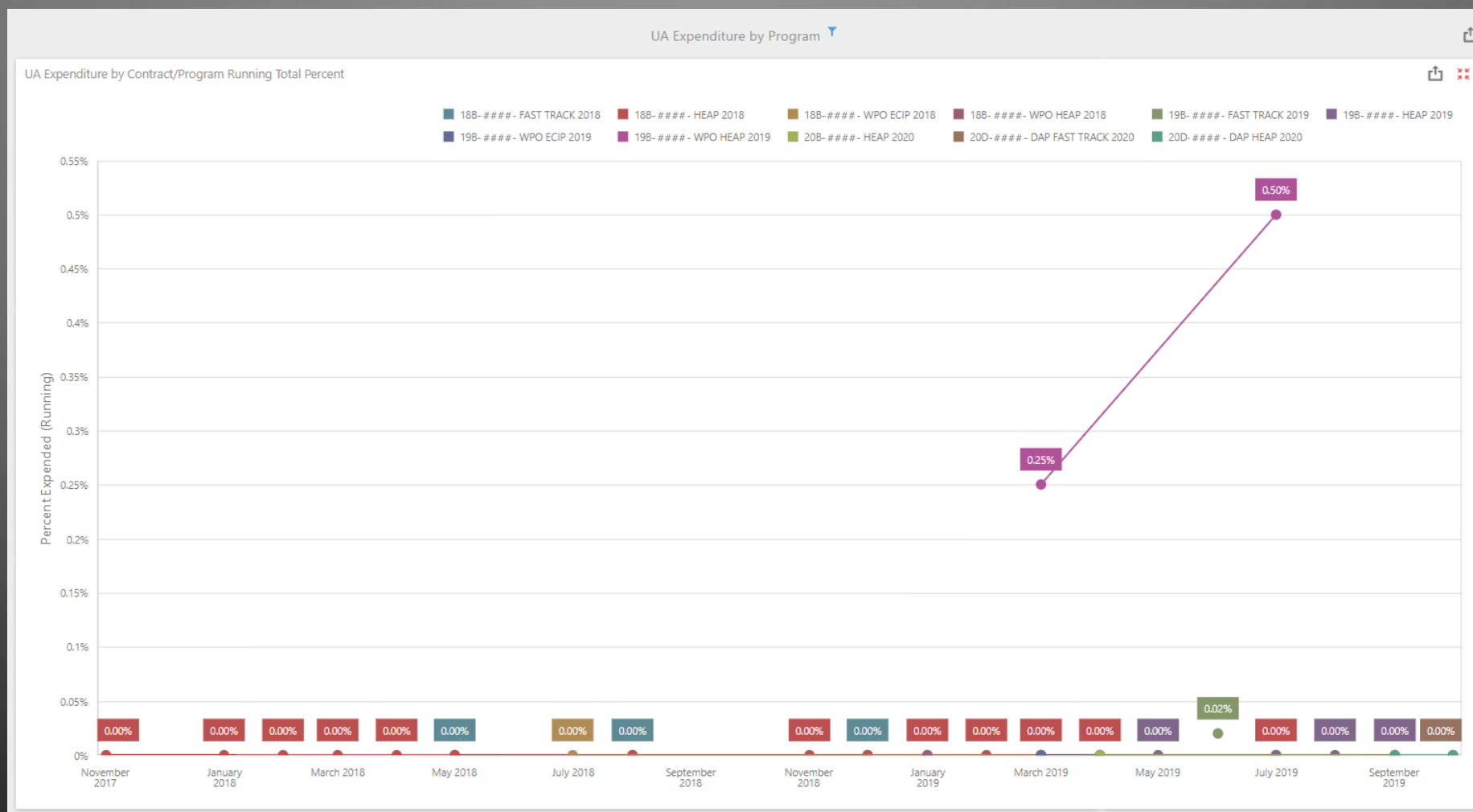
WPO ECIP 2019

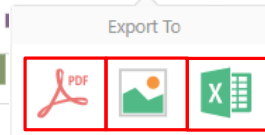
Date Range Filter

November 2017

October 2019

Q4 2017 Q1 2018 Q2 2018 Q3 2018 Q4 2018 Q1 2019 Q2 2019 Q3 2019 Q4 2019





ServTraq Support



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