



**CABINET FOR HEALTH AND FAMILY SERVICES  
DEPARTMENT FOR COMMUNITY BASED SERVICES**

**Steven L. Beshear**  
Governor

Commissioner's Office  
275 East Main Street. 3W-A  
Frankfort, KY 40621  
Phone (502)564-3703  
Fax (502)564-6907  
[www.chfs.ky.gov](http://www.chfs.ky.gov)

**Audrey Tayse Haynes**  
Secretary

August 29, 2013

Lauren Christopher, Acting Director  
Division of Energy Assistance  
Office of Community Services, ACF/HHS  
Aerospace Building, 5<sup>th</sup> Floor West  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20447

Dear Ms. Christopher:

Enclosed are Kentucky's FFY 2014 Low Income Home Energy Assistance Program (LIHEAP) Abbreviated State Plan and the Program Integrity Assessment Supplement. Both are being submitted as attachments in the Online Data Collection (OLDC) system.

Any questions regarding the state plan or supplement should be directed to Sharon Vinyard, Division of Family Support, at 502-564-3440.

Sincerely,

A handwritten signature in blue ink that reads "Teresa C. James".

Teresa C. James  
Commissioner

TCJ/DFS/PDB/SV

Enclosures



**Low Income Home Energy  
Assistance Program (LIHEAP)**

**FFY 2014**

**Abbreviated State Plan**

**LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)**

**ABBREVIATED MODEL PLAN**

**PUBLIC LAW 97-35, AS AMENDED**

**FISCAL YEAR (FY) 2014**

**GRANTEE: Kentucky, Department for Community Based Services**

**EIN: 1-610600439-B3**

**ADDRESS 275 East Main Street, 3E-I**  
**Frankfort, Kentucky 40621**

**NAME OF LIHEAP COORDINATOR Sharon Vinyard**

**EMAIL: Sharon.Vinyard@ky.gov**

**TELEPHONE: 502-564-3440 ext:3693 FAX: 502-564-4021**

**LAST DETAILED MODEL PLAN FILED: FY 2013**

**PLEASE CHECK ONE: TRIBE  STATE  INSULAR AREA**

**Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services  
Washington, D.C. 20447**

**August 1987, revised 05/92, 02/95, 03/96, 12/98, 11/01**

**OMB Approval No. 0970-0075, Expiration Date: 04/30/2014**

**THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)**

Use of this model plan is optional. However, the information requested is required in order to receive a Low Income Home Energy Assistance Program (LIHEAP) grant in years in which a grantee is not required to use the detailed model plan. Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Assurances

The Kentucky Department for Community Based Services agrees to:

(Grantee Name)

(1) use the funds available under this title to--

(A) conduct outreach activities and provide assistance to low income households in meeting their home energy costs, particularly those with the lowest incomes that pay a high proportion of household income for home energy, consistent with paragraph (5);

(B) intervene in energy crisis situations;

(C) provide low-cost residential weatherization and other cost-effective energy-related home repair; and

(D) plan, develop, and administer the State's program under this title including leveraging programs,

and the State agrees not to use such funds for any purposes other than those specified in this title;

(2) make payments under this title only with respect to--

(A) households in which one or more individuals are receiving--

(i) assistance under the State program funded under part A of title IV of the Social Security Act;

(ii) supplemental security income payments under title XVI of the Social Security Act;

(iii) food stamps under the Food Stamp Act of 1977; or

(iv) payments under section 415, 521, 541, or 542 of title 38, United States Code, or under section 306 of the Veterans' and Survivors' Pension Improvement Act of 1978; or

(B) households with incomes which do not exceed the greater of—

(i) an amount equal to 150 percent of the poverty level for such State; or

(ii) an amount equal to 60 percent of the State median income;

except that a State may not exclude a household from eligibility in a fiscal year solely on the basis of household income if such income is less than 110 percent of the poverty level for such State, but the State may give priority to those households with the highest home energy costs or needs in relation to household income.

(3) conduct outreach activities designed to assure that eligible households, especially households with elderly individuals or disabled individuals, or both, and households with high home energy burdens, are made aware of the assistance available under this title, and any similar energy-related assistance available under subtitle B of title VI (relating to community services block grant program) or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(4) coordinate its activities under this title with similar and related programs administered by the Federal Government and such State, particularly low-income energy-related programs under subtitle B of title VI (relating to community services block grant program), under the supplemental security income program, under part A of title IV of the Social Security Act, under title XX of the Social Security Act, under the low-income weatherization assistance program under title IV of the Energy Conservation and Production Act, or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(5) provide, in a timely manner, that the highest level of assistance will be furnished to those households which have the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size, except that the State may not differentiate in implementing this section between the households described in clauses 2(A) and 2(B) of this subsection;

(6) to the extent it is necessary to designate local administrative agencies in order to carry out the purposes of this title, to give special consideration, in the designation of such agencies, to any local public or private nonprofit agency which was receiving Federal funds under any low-income energy assistance program or weatherization program under the Economic Opportunity Act of 1964 or any other provision of law on the day before the date of the enactment of this Act, except that--

(A) the State shall, before giving such special consideration, determine that the agency involved meets program and fiscal requirements established by the State; and

(B) if there is no such agency because of any change in the assistance furnished to programs for economically disadvantaged persons, then the State shall give special consideration in the designation of local administrative agencies to any successor agency which is operated in substantially the same manner as the predecessor agency which did receive funds for the fiscal year preceding the fiscal year for which the determination is made;

(7) if the State chooses to pay home energy suppliers directly, establish procedures to --

(A) notify each participating household of the amount of assistance paid on its behalf;

(B) assure that the home energy supplier will charge the eligible household, in the normal billing process, the difference between the actual cost of the home energy and the amount of the payment made by the State under this title;

(C) assure that the home energy supplier will provide assurances that any agreement entered into with a home energy supplier under this paragraph will contain provisions to assure that no household receiving assistance under this title will be treated adversely

because of such assistance under applicable provisions of State law or public regulatory requirements; and

(D) ensure that the provision of vendored payments remains at the option of the State in consultation with local grantees and may be contingent on unregulated vendors taking appropriate measures to alleviate the energy burdens of eligible households, including providing for agreements between suppliers and individuals eligible for benefits under this Act that seek to reduce home energy costs, minimize the risks of home energy crisis, and encourage regular payments by individuals receiving financial assistance for home energy costs;

(8) provide assurances that,

(A) the State will not exclude households described in clause (2)(B) of this subsection from receiving home energy assistance benefits under clause (2), and

(B) the State will treat owners and renters equitably under the program assisted under this title;

(9) provide that--

(A) the State may use for planning and administering the use of funds under this title an amount not to exceed 10 percent of the funds payable to such State under this title for a fiscal year and not transferred pursuant to section 2604(f) for use under another block grant; and

(B) the State will pay from non-Federal sources the remaining costs of planning and administering the program assisted under this title and will not use Federal funds for such remaining cost (except for the costs of the activities described in paragraph (16));

(10) provide that such fiscal control and fund accounting procedures will be established as may be necessary to assure the proper disbursement and accounting for Federal funds paid to the State under this title, including procedures for monitoring the assistance provided under this title, and provide that the State will comply with the provisions of chapter 75 of title 31, United States Code (commonly known as the "Single Audit Act");

(11) permit and cooperate with Federal investigations undertaken in accordance with section 2608;

(12) provide for timely and meaningful public participation in the development of the plan described in subsection (c);

(13) provide an opportunity for a fair administrative hearing to individuals whose claims for assistance under the plan described in subsection (c) are denied or are not acted upon with reasonable promptness; and

(14) cooperate with the Secretary with respect to data collecting and reporting under section 2610.

(15)\* beginning in fiscal year 1992, provide, in addition to such services as may be offered by State Departments of Public Welfare at the local level, outreach and intake functions for crisis situations and heating and cooling assistance that is administered by additional State and local governmental entities or community-based organizations (such as community action agencies, area agencies on aging and not-for-profit neighborhood-based organizations), and in States where such organizations do not administer functions as of September 30, 1991, preference in awarding grants or contracts for intake services shall be provided to those agencies that administer the low-income weatherization or energy crisis intervention programs.

**\* This assurance is applicable only to States, and to territories whose annual regular LIHEAP allotments exceed \$200,000. Territories with annual allotments of \$200,000 or less and Indian tribes/tribal organizations are not subject to Assurance 15.**

(16) use up to 5 percent of such funds, at its option, to provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance, including needs assessments, counseling, and assistance with energy vendors, and report to the Secretary concerning the impact of such activities on the number of households served, the level of direct benefits provided to those households, and the number of households that remain unserved.

**Certification to the Assurances:** As Chief Executive Officer, I agree to comply with the sixteen assurances contained in Title XXVI of the Omnibus Budget Reconciliation Act of 1981, as amended.\* By signing these assurances, I also agree to abide by the standard assurances on lobbying, debarment and suspension, and a drug-free workplace.

Signature of the Tribal or Board Chairperson or Chief Executive Officer of the State or Territory.\*\*

Signature: \_\_\_\_\_ *Jessica C. James*

Title: \_\_\_\_\_ **Commissioner**

Date: \_\_\_\_\_ *8/28/13*

**\* Indian tribes/tribal organizations, and territories with annual regular LIHEAP allotments of \$200,000 or less, are not subject to assurance 15, and thus must only certify to 15 assurances.**

**\*\* If a person other than the Chief Executive Officer of the State or territory, or Tribal Chairperson or Board Chairperson of a tribal organization, is signing the certification to the assurances, a letter must be submitted delegating such authority. (PLEASE ATTACH DELEGATION of AUTHORITY.) The delegation must include authority to sign the assurances, not just to administer the program.**

**\*\*\* HHS needs the EIN (Entity Identification Number) of the State, territory or Tribal agency that is to receive the grant funds before it can issue the grant.**

In the above assurances which are quoted from the law, "State" means the 50 States, the District of Columbia, an Indian Tribe or Tribal Organization, or a Territory; "title" of the Act refers to Title XXVI of the Omnibus Budget Reconciliation Act of 1981 (OBRA), as amended, the "Low Income Home Energy Assistance Act"; "section" means Section 2605 of OBRA; and, "subsection" refers to Section 2605(b) of OBRA.



## Modified LIHEAP FY2014 Application

Please list all changes made from your most recent detailed plan.

<u>Page</u>	<u>Subject</u>	<u>Modification</u>
Page 7	<u>Dates of Operation:</u>	
	Heating Assistance	November 4, 2013 – December 13, 2013
	Crisis Assistance	January 13, 2014 – March 31, 2014, or until funds are obligated, whichever comes first. If contingency funds are received and depending upon the amount, the program may be extended through April 15, 2014.
	Weatherization	July 1, 2013 – June 30, 2014
Page 7	<u>Use of Funds</u>	The following are changes to the estimated percentages for FFY 2014:
		<u>45.78</u> % heating assistance
		<u>0</u> % cooling assistance
		<u>30.51</u> % crisis assistance
		<u>13.50</u> % weatherization assistance
		<u>0</u> % carryover to the following fiscal year
		<u>10.00</u> % administrative and planning costs
		<u>.09</u> % services to reduce home energy needs including needs assessment (assurance 16)
		<u>.12</u> % used to develop and implement leveraging activities (limited to the greater of 0.08% or \$35,000 for States, the greater of 2% or \$100 for territories, tribes and tribal organizations).

The following is a change to the 1<sup>st</sup> paragraph:

Any carry forward funds will be identified and obligated in a contract prior to September 30, 2013.

The following are changes to the 2<sup>nd</sup> paragraph:

The Department for Community Based Services (DCBS) contracts with Community Action Kentucky (CAK) for delivery and distribution of services. The FFY 2014 benefit funds are based upon an estimated LIHEAP allocation of \$24.3 million. If these funds are not exhausted by the end the Subsidy component, the remaining funds will be used for Crisis. Any unexpended funds will be obligated for the following contract year, July 1, 2014 – June 30, 2015.

CAK shall retain \$400,000 as contingency crisis funds to provide to individual agencies on an as-needed basis until the \$400,000 contingency funding is exhausted.

Please specify whether you are using calendar year 2013 poverty level or FY 2014 median income estimates in determining eligibility:

2013 poverty level 130 %

OR

FY 2014 median income \_\_\_\_\_ %

Please describe how you obtained public participation in the development of your 2014 plan. (For States, please also provide information on your public hearings.):

A public notice is published in the state's largest newspapers, the Louisville Courier-Journal, the Lexington Herald-Leader, and the Cincinnati Enquirer. The notice includes a statement that the plan is available for review and comment.

The Legislative Review Commission holds a public hearing each year in June. A notice of the public hearing is posted in newspapers at least 10 days before the public hearing. The public hearing was held June 19, 2013, in Covington, Kentucky.

Date Carryover and Reallotment Report submitted: July 31, 2013 through the OLDC system.

Submit Continuation Pages as Necessary

## ADDITIONAL CERTIFICATIONS AND REQUIREMENTS

Attached are additional certifications required as follows:

- \* **Lobbying certification**, which must be filed by all States and territories. If applicable, Form LLL, which discloses lobbying payments, must be submitted. **(Tribes and tribal organizations are EXEMPT.)**
- \* **Debarment and suspension certification**, which must be filed by all grantees.
- \* **Drug-free workplace requirement certification**, which must be filed by all grantees, unless the grantee has filed a statewide certification with the Department of Health and Human Services. **STATES ONLY:** If you have filed a statewide certification for the drug-free workplace requirement, please check here:  X
- \* One of the requirements included in the 1994 reauthorization of the statute is that grantees must include in their annual application for funds a report on the number and income levels of households applying for and receiving LIHEAP assistance, and on the number of recipient households that have members who are elderly, disabled, or young children.

**All Tribes and those territories with allotments of less than \$200,000** need only submit data on the number of households served by each component (heating, cooling, weatherization and crisis). The approval for the collection of information contained in the **LIHEAP Household Report** is covered by OMB approval number 0970-0060.

- \* Though not a part of this application, the report on funds to be carried over or available for reallocation as required by section 2607(a) for the preceding year must be submitted by August 1 of each year. A grant award for the current fiscal year may not be made until the carryover/reallocation report is received. The approval for the collection of information contained in the **LIHEAP Carryover and Reallocation Report** is covered by OMB approval number 0970-0106.

# **CERTIFICATIONS**

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

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 an 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 Federal appropriated funds 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.

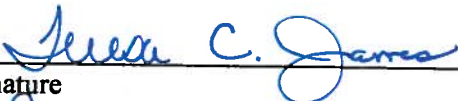
(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. 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.

### Statement for Loan Guarantees and Loan Insurance

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

If any funds 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature



Title



Organization

## **CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

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

#### **Instructions for Certification**

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system

of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

\*\*\*\*\*

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

(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 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 or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

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

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

#### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.



4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, [[Page 33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

\*\*\*\*\*

#### Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion--Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

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



Steven L. Beshear  
Governor

**PERSONNEL CABINET**

501 High Street, 3<sup>rd</sup> Floor  
Frankfort, Kentucky 40601  
Phone (502) 564-7430  
Fax (502) 564-7603  
www.personnel.ky.gov

Tim Longmeyer  
Secretary

**PERSONNEL MEMO 12-45**

**TO:** Cabinet Secretaries  
Agency Heads  
HR Administrators

**FROM:** Tim Longmeyer, Secretary **TML**

**DATE:** November 2, 2012

**SUBJECT:** Annual State Certification for Drug-Free Workplace Federal Grants  
October 1, 2012 - September 30, 2013

Pursuant to current federal regulations, I must submit the state certification on behalf of all state agencies to the following:

- U.S. Department of Agriculture
- U.S. Department of Commerce
- U.S. Department of Defense
- U.S. Department of Education
- U.S. Department of Energy
- U.S. Department of Health and Human Services
- U.S. Department of Homeland Security
- U.S. Housing and Urban Development
- U.S. Department of the Interior
- U.S. Department of Justice
- U.S. Department of Labor
- U.S. Department of Transportation

For all other federal agencies, state agencies must submit a copy of the enclosed certification with each grant application.

Enclosed is your agency's copy of the Kentucky State Certification for Federal Grants under the provisions of the Drug-Free Workplace Act for Federal Fiscal Year 2012. This certification will be valid from October 1, 2012 through September 30, 2013.

If you have any questions or concerns, please feel free to contact Joyce Wilcher at (502) 564-7430 or via e-mail at [joyce.wilcher@ky.gov](mailto:joyce.wilcher@ky.gov).

Thank you for your continued cooperation.

TL: jw

Attachments: Annual Certification for Drug-Free Workplace Federal Grants  
Agency Federal Funding Source 2012



An Equal Opportunity Employer M/F/D

**Kentucky State Government  
Annual Multiple Agency Certification Regarding  
Drug-Free Workplace Requirements  
Federal Fiscal Year 2012  
October 1, 2012 - September 30, 2013**

Pursuant to Executive Order 96-611 issued by the Governor of the Commonwealth of Kentucky on May 15, 1996, (attached as Appendix A) I, Tim Longmeyer, Secretary, Personnel Cabinet, do hereby certify, on behalf of Kentucky State Government, that all of its agencies are in compliance with the Drug-Free Workplace Act of 1988, as implemented by "Government-Wide Requirements for Drug Free Workplace" which appeared in the Federal Register on May 25, 1990 and has:

- I. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition (attached as Appendix B);
- II. Established an ongoing drug-free awareness program to inform employees about:
  - A. The dangers of drug abuse in the workplace;
  - B. The grantee's policy of maintaining a drug-free workplace;
  - C. Available drug counseling, rehabilitations, and employee assistance programs; and
  - D. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- III. Made 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 (I);
- IV. Notified each employee in the statement required by paragraph (I) that, as a condition of employment under the grant, the employee will:
  - A. Abide by the terms of the statement; and
  - B. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- V. Established a policy which will notify the federal agency in writing, within ten calendar days after receiving notice under subparagraph (IV)(B) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every 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;
- VI. Established a policy which will take one of the following actions, within 30 calendar days of receiving notice under subparagraph (IV)(B), with respect to any employee who is convicted:

- A. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - B. 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; (See Appendix A);
- VII. Made a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs I through VI.

Commonwealth of Kentucky, State Government  
Organization Name

Tim Longmeyer- Personnel Cabinet  
Name and Title of Authorized Representative

Tim Longmeyer  
Signature

November 2, 2012  
Date

**STATE AGENCIES FEDERAL FUNDING SOURCES 2012**  
(As of October 30, 2012)

**STATE AGENCY**

**FEDERAL FUNDING AGENCY**

**General Government Cabinet**

**Department of Agriculture**

U.S. Department of Agriculture  
Environmental Protection Agency  
U.S. Department of Homeland Security  
Department of Defense

**Department of Military Affairs**

U.S. Department of Defense  
U.S. Department of Transportation  
U.S. Department of Health & Human Services  
U.S. Department of Homeland Security  
U.S. Department of Justice

**Department of Local Government**

Community Development Block Grant  
Appalachian Regional Commission  
Recreation Trails Program  
Land & Water Conservation Fund  
Neighborhood Stabilization Program

**Council on Postsecondary Education**

U.S. Department of Education

**Kentucky Commission on Human Rights**

U.S. Department of Housing & Urban Development  
Equal Employment Opportunity Commission

**Kentucky Infrastructure Authority**

U.S. Environmental Protection Agency

**Kentucky Department of Veteran's Affairs**

U.S. Department of Veteran's Affairs

**Office of Homeland Security**

U.S. Department of Homeland Security

**State Board of Elections**

U.S. Department of Health & Human Services  
Administration for Children & Families  
Administration on Developmental Disabilities  
U.S. Election Assistance Commission

**Secretary of State**

U.S. Election Assistance Commission

**Office of Attorney General**

**Medicaid Fraud & Abuse Control  
Department of Criminal Investigations**

U.S. Department of Health & Human Services  
U.S. Department of Justice

**Transportation Cabinet**

Federal Highway Administration\*  
Federal Transit Administration  
Federal Aviation Administration  
U.S. Department of Energy

**STATE AGENCIES FEDERAL FUNDING SOURCES 2012**  
(As of October 30, 2012)

**Transportation Cabinet (cont.)**

Federal Emergency Management Agency  
Federal Motor Carrier Safety Administration

U.S. Department of Homeland Security  
National Highway Traffic & Safety Administration  
U.S. Department of Transportation\*  
U.S. Department of Agriculture  
Federal Railroad Administration  
(\*Includes ARRA & Federal Lands Highway)

**Economic Development Cabinet**

Small Business Association  
U.S. Treasury

**Finance & Administration Cabinet**

Kentucky Higher Education Assistance Authority

U.S. Environmental Protection Agency

Commonwealth Office of Technology

U.S. Department of Education

Office of Geographic Information Systems

NASA  
Environmental Protection Agency  
Department of Commerce  
Department of Interior

Office of the Controller

U.S. Department of the Interior  
U.S. Department of Justice  
U.S. Health & Human Services  
U.S. Department of Agriculture

**Tourism, Arts & Heritage Cabinet**

Department of Fish and Wildlife

U.S. Department of the Interior  
U.S. Fish and Wildlife Service  
U.S. Department of Agriculture  
U.S. Coast Guard  
U.S. Army Corps of Engineers  
Department of Homeland Security

Kentucky Arts Council

National Endowment for the Arts

Kentucky Center for the Arts

National Endowment for the Arts  
U.S. Department of Education

Kentucky Heritage Council

U.S. Department of the Interior  
National Park Service

Kentucky Historical Society

National Endowment for the Arts  
U.S. Department of Transportation (FHWA)  
National Endowment for the Humanities and  
The Institute of Museum and Library Services

**Education and Workforce Development Cabinet**

**STATE AGENCIES FEDERAL FUNDING SOURCES 2012**  
(As of October 30, 2012)

**Department of Education**

U.S. Department of Education  
U.S. Department of Health & Human Services  
U.S. Department of Agriculture  
U.S. Department of Energy

**Education and Workforce Development Cabinet (cont.)**

**Educational Professional Standards Board**

U.S. Department of Defense  
U.S. Department of Education

**Kentucky Department for Libraries & Archives**

Institute for Museum & Library Services  
U.S. Department of Commerce (NTIA/BTOP)  
National Historic Publications & Records  
Commission

**Kentucky Educational Television (KET)**

U.S. Department of Commerce (NITA/PTFP)

**Department of Workforce Investment**

Office of Career and Technical Education  
Office for the Blind  
Office of Vocational Rehabilitation  
Office of Employment and Training

U.S. Department of Education  
U.S. Department of Education-RSA  
U.S. Department of Education-RSA  
U.S. Department of Labor

**Energy & Environment Cabinet**

U.S. Environmental Protection Agency  
U.S. Department of Interior  
U.S. Department of Energy  
U.S. Department of Defense  
U.S. Department of Homeland Security  
U.S. Department of Agriculture  
U.S. Department of Transportation  
U.S. Department of Labor  
U.S. Department of Health and Human Services

**Labor Cabinet**

U.S. Department of Labor

**Public Protection Cabinet**

U.S. Department of Justice  
U.S. Department of Health & Family Services

**Health and Family Services Cabinet**

U.S. Department of Agriculture  
U.S. Department of Health and Human Services  
U.S. Department of Energy  
U.S. Department of Education  
Corporation for National and Community Services  
U.S. Environmental Protection Agency  
U.S. Department of Labor  
Social Security Administration  
U.S. Department of Justice  
U.S. Department of Defense

**STATE AGENCIES FEDERAL FUNDING SOURCES 2012**  
**(As of October 30, 2012)**

**Justice and Public Safety Cabinet**

**Office of the Secretary**

**U.S. Department of Justice**

**Department of Criminal Justice Training**

**U.S. Department of Justice-Governor's Highway  
Safety Program**  
**U.S. Department of Justice-Violence Against  
Women Act Grant**

**Department of Corrections**

**U.S. Department of Education**  
**U.S. Department of Health & Human Services**  
**U.S. Department of Justice**

**Department of Public Advocacy**

**U.S. Department of Health and Human Services**  
**U.S. Department of Education**  
**Social Security Administration**  
**U.S. Department of Justice**

**Department of Juvenile Justice**

**U.S. Department of Justice**  
**U.S. Department of Health and Human Services**  
**U.S. Department of Agriculture**  
**U.S. Department of Education**

**Kentucky State Police**

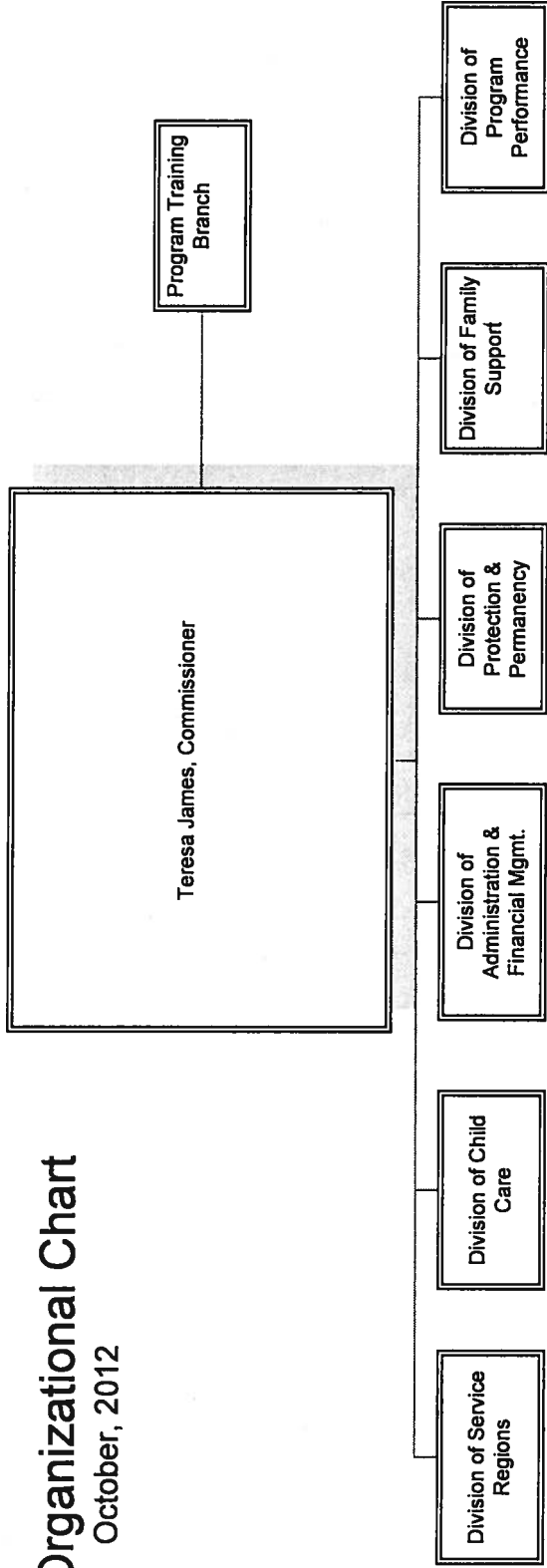
**U.S. Department of Homeland Security**  
**U.S. Department of Justice**  
**U.S. Department of Transportation (NHTSA)**  
**U.S. Department of Transportation (MCSAP)**  
**U.S. Department of Health & Human Services**  
**U.S. Office of National Drug Control Policy**  
**U.S. Department of Commerce**  
**U.S. Department of Treasury**  
**U.S. Department of Education**



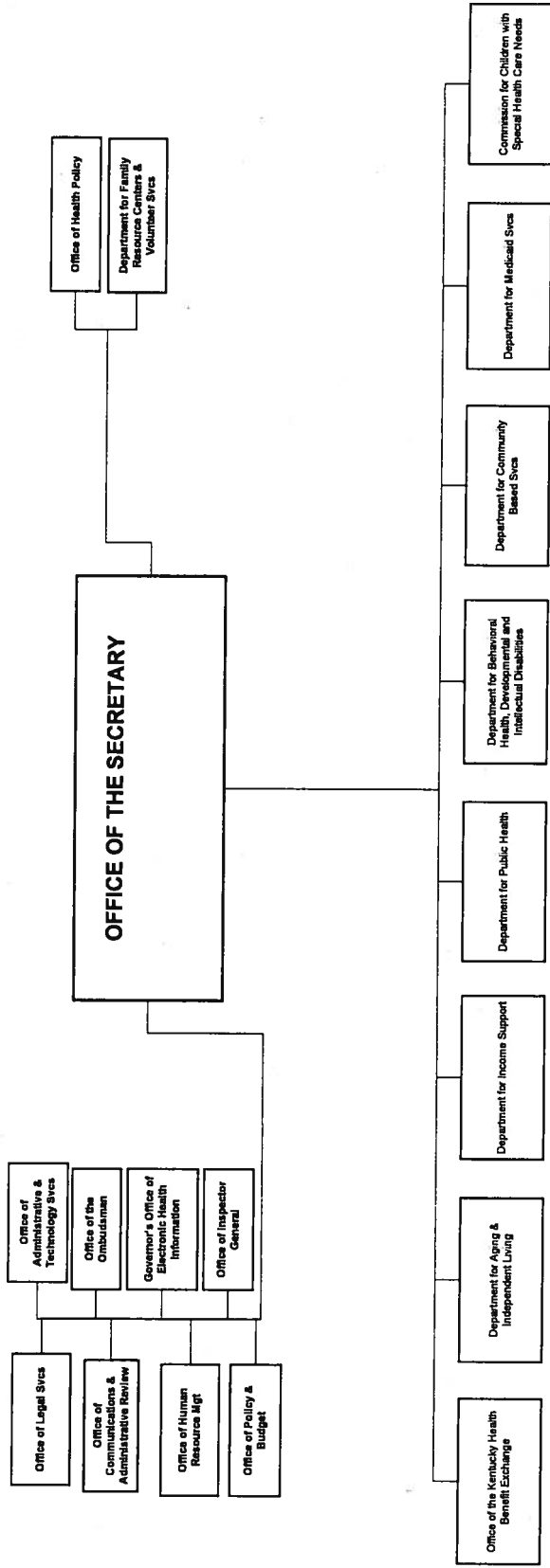
# **ORGANIZATION CHARTS**

# DCBS Organizational Chart

October, 2012



**CABINET FOR HEALTH AND FAMILY SERVICES**



# Division of Family Support

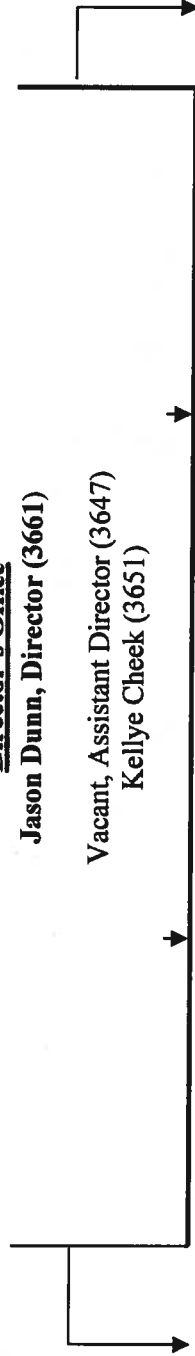
## Director's Office

Jason Dunn, Director (3661)

Vacant, Assistant Director (3647)  
Kellye Cheek (3651)

Fax Numbers:  
(502) 564-4021  
(502) 564-9810  
(502) 564-0405

Conf. Rm. Ext. 3699



Family Self-Sufficiency Branch  
Tonya Feese, Br Manager (3664)

Technical Support Section  
Andrea Gillis (3665)  
Phyllis Wilson (3697)

K-TAP Program Assistance Section  
Gail Amburgey, Supervisor (3646)  
Markus Bennett (3648)  
Marie Braden (3652)  
Jennifer Miller (3677)  
Lisa Pike (3682)  
Clarizza Singayao (3689)  
Esther Wilhoyte (3696)

Medical Support and Benefits Branch  
Pat Walden, Br Manager (3694)  
Monica Jones (859)246-2070, ext 2267  
Jackie Melton (859)246-2070, ext2278

Case Processing Section  
Polly Runyon, Supervisor (3685)  
Scott Bolling (3703)  
Becky Murphy (3678)  
Jennifer Parido (3700)  
Stephanie Warfield (3695)

Medicaid Program Assistance Section  
Brian Jones, Supervisor (3673)  
Edward Clark (3657)  
Donna Eldridge (3663)  
Chris Kidder (3705)  
Libby Ott (3680)  
Keri Reynolds (3684)  
Laura Sanders (3687)

Nutrition Assistance Branch  
Wendy Cumpston, Br Mgr (3659)  
Brande Adams (3639)  
Alice Cruce (3658)  
Beth Hammermeister (3668)  
Nicole McGee (3676)

Claims Management Section  
Philip Campbell, Supervisor (3655)  
Nicole Beall (3649)  
Leitha Harris (3669)  
Vanessa Hughes (3671)  
Bernie Jankowski (3672)  
Kem McWhorter (3709)

Nutrition Program Assistance Section  
Carver Ealy, Supervisor (3662)  
Patty Bent (3650)  
Shelly Carter (3707)  
Leigh Ann Dixon (3660)  
Christy Hiland (3702)  
Vickie Prater (3683)  
Rhonda Wilson (3698)

Policy Development Branch  
Virginia Carrington,  
Br Manager (3656)  
Paula Spears (3690)

Program Support Section  
Linda Harshbarger, Supervisor  
(3670)  
Sandy Hamill (3667)  
Joey Holt (3706)  
Krista Quarles (3681)  
Denise Sturgis (3691)

Community Support Section  
Todd Trapp, Supervisor (3692)  
Glenda Burke (3654)  
Julia Gustafson (3666)  
Charlene Manuel (3674)  
Brian McBee (3675)  
Sharon Vinyard (3693)

**SIGNATORY  
AUTHORITY**



COMMONWEALTH OF KENTUCKY  
**OFFICE OF THE GOVERNOR**

STEVEN L. BESHEAR  
GOVERNOR

700 CAPITAL AVENUE  
SUITE 100  
FRANKFORT, KY 40601  
(502) 564-2611  
FAX: (502) 564-2517

July 10, 2008

Mr. Nick St. Angelo  
Director  
Division of Energy Assistance  
Office of Community Services, ACF, HHS  
370 L'Enfant Promenade, S.W.  
Washington, DC 20447

Dear Mr. St. Angelo:

As Governor of the Commonwealth of Kentucky, I delegate authority to the Commissioner of the Department for Community Based Services to serve as the official signatory for the Low Income Home Energy Assistance Program (LIHEAP) state plan, application, federal assurances, reports, and other submittals requiring my signature.

This letter is also intended to serve as notification that the state administering agency for the LIHEAP Program in Kentucky is the Cabinet for Health and Family Services, Department for Community Based Services.

If you have any questions regarding this matter, please contact Karla Thompson at (502) 564-7514.

Sincerely,

Steven L. Beshear

**LIHEAP Legal Ad  
And  
Minutes from Public  
Hearing**

**Kentucky  
Cabinet for Health and Family Services**

**Low Income Home Energy Assistance Program Block Grant  
State Plan**

**FFY October 1, 2013 through September 30, 2014**

By August 31, 2013, the Department for Community Based Services plans to apply for Federal Fiscal Year 2013-2014 funds available under the Low Income Home Energy Assistance Program (LIHEAP) Block Grant. The purpose for the application is to provide assistance throughout the Commonwealth via the twenty-three (23) Community Action Agencies, for the coordination of services/benefits to low income households with their home energy costs while improving the causes and effects of poverty in communities and to promote family and individual self-sufficiency.

A copy of the preliminary plan regarding the use of these funds is currently available for review and comment. To request a copy of the preliminary plan, contact Sharon Vinyard at (502) 564-3440 or submit a written request to the address provided herein. The deadline for receipt of written comments is the close of business on July 31, 2013. Provide written comments to: Sharon Vinyard, Cabinet for Health and Family Services, Department for Community Based Services, Division of Family Support, 275 East Main Street, 3E-I, Frankfort, Kentucky 40621.



## SPECIAL SUBCOMMITTEE ON ENERGY

### Minutes of the 1st Meeting of the 2013 Interim

June 19, 2013

#### Call to Order and Roll Call

The 1st meeting of the Special Subcommittee on Energy was held on Wednesday, June 19, 2013, at 2:00 PM, in Ballroom D, Northern Kentucky Convention Center, Covington, Kentucky. Representative Richard Henderson, Chair, called the meeting to order, and the secretary called the roll.

#### Present were:

Members: Senator Jared Carpenter, Co-Chair; Representative Richard Henderson, Co-Chair; Senators Ernie Harris, Ray S. Jones II, Dorsey Ridley, Katie Stine, and Johnny Ray Turner; Representatives Rocky Adkins, Dwight D. Butler, Leslie Combs, Tim Couch, Jim Gooch Jr., Keith Hall, Thomas Kerr, Martha Jane King, Tanya Pullin, Tom Riner, John Short, Kevin Sinnette, John Will Stacy, Fitz Steele, and Brent Yonts.

Guests: James Henning, President, Duke Energy for Ohio and Kentucky; Greg Coker, Director, External Relations, Delta Natural Gas; Matt Tackett, Executive Director, Kentucky Gas Association; Melissa Howell, Executive Director, Kentucky Clean Fuels Coalition; Virginia Carrington, Branch Manager, Department for Community Based Services, Cabinet for Health and Family Services and Mike Moynahan, Energy Programs Director, Community Action Kentucky.

LRC Staff: D. Todd Littlefield, CSA, Janine Coy-Geeslin, and Susan Spoonamore, Committee Assistant.

#### Natural Gas in Kentucky and Beyond

Matt Tackett, Executive Director, Kentucky Gas Association, Greg Coker, External Relations, Delta Natural Gas and Melissa Howell, Executive Director, Kentucky Clean Fuels Coalition, spoke about Natural Gas in Kentucky and Beyond. Mr. Tackett explained that there are 160 members of the Kentucky Gas Association. Eighty-three gas utilities serve 4,366,814 people in Kentucky. Utility sales revenue totaled \$896,800 in 2011. The natural gas industry provides 4,397 direct jobs and 9,992 indirect jobs.

Melissa Howell, Executive Director, Kentucky Clean Fuels Coalition (KCFC), spoke about the KCFC's numerous natural gas projects with companies such as M&M Cartage, Louisville; Waste Transport Services, Elizabethtown; and Lexington Fayette Urban County Government, for fleet management, training and refueling stations. KCFC is a non-profit partnership supported by public and private members, including UPS, which is the Commonwealth's largest private-sector employer.

In response to Senator Carpenter, Mr. Coker stated that there must first be fueling centers

for freight hauling trucks using Compressed Natural Gas (CNG). Kentucky needs to be a leader.

In response to Representative Atkins, Ms. Howell stated that Kentucky is headed in the right direction using natural gas for transportation fuel. However, she explained the infrastructure has to be built before the customer demand will support the need for more natural gas outfitted vehicles.

**Presentation and Public Hearing on the Low Income Home Energy Assistance Program (LIHEAP) Block Grant Application – FY14**

Virginia Carrington, Branch Manager, Department for Community Based Services, Cabinet for Health and Family Services, and Mike Moynahan, Energy Programs Director, Community Action Kentucky, testified on the FFY 2014 Low Income Home Energy Assistance Program (LIHEAP) Block Grant Plan Summary. Ms. Carrington explained allocation of funds, LIHEAP eligibility and application requirements, and the weatherization assistance program.

Upon motion of Representative Tanya Pullin and second by Representative Keith Hall, the LIHEAP Block Grant Application Findings of Fact were approved without objection, by unanimous vote.

The meeting was adjourned.

# Benefit Matrix

**LIHEAP Benefit Matrix Chart 2013-2014**

**Non-Subsidized Housing**

Poverty Level	Electric	Natural Gas	Propane	Coal	Wood	Fuel Oil
00 – 33%	\$182	\$206	\$274	\$182	\$196	\$263
34 – 65%	\$154	\$175	\$241	\$154	\$168	\$228
66 – 98%	\$126	\$143	\$209	\$126	\$140	\$193
99 – 130%	\$98	\$112	\$160	\$98	\$112	\$158

**Subsidized Housing**

Poverty Level	Electric	Natural Gas	Propane	Coal	Wood	Fuel Oil
00 – 33%	\$34	\$39	\$53	\$34	\$36	\$49
34 – 65%	\$57	\$64	\$92	\$57	\$62	\$88
66 – 98%	\$74	\$84	\$118	\$74	\$80	\$113
99 – 130%	\$77	\$88	\$122	\$77	\$84	\$116