

Home Energy Savings Program

REBATE CLAIM FORM - Page 1



INSTRUCTIONS: Please complete this form and submit with PAID and ITEMIZED INVOICES. Heating system upgrades must be completed by an [Efficiency Maine Registered Vendor](#). Weatherization upgrades must be completed *or overseen* by an Efficiency Maine Registered Vendor. Please review Program Terms and Conditions before signing and allow 6 weeks for rebate processing.

SECTION 1: Customer/Property Information. Efficiency Maine will protect confidential customer information.

| | | | |
|------------------------------------|--|---|---|
| Homeowner Name: | | # of bldg dwelling units: | |
| Site Address, Town, State, Zip: | | Rebates only available for 1-4 unit buildings | |
| Mailing Address, Town, State, Zip: | | Owner occupied: | Y <input type="checkbox"/> N <input type="checkbox"/> |
| Email Address: | | Natural gas customer: | Y <input type="checkbox"/> N <input type="checkbox"/> |
| Phone Number: | | Please enter details in Section 7 | |
| Primary heating fuel (select ONE): | Natural Gas <input type="checkbox"/> Oil <input type="checkbox"/> Propane <input type="checkbox"/> Kerosene <input type="checkbox"/> Wood <input type="checkbox"/> Electricity <input type="checkbox"/> Other <input type="checkbox"/> | | |

SECTION 2: Eligibility. Please read and check boxes to confirm that all of the following requirements are met.

| | |
|--------------------------|--|
| <input type="checkbox"/> | This is the principal, year-round residence for occupants, NOT a seasonal, second or vacation home/rental |
| <input type="checkbox"/> | The work performed was NOT part of the original construction of a new home (only applies to weatherization upgrades) |

SECTION 3: Rebate Calculation. Please check the box of each energy-savings upgrade included in this project.

| Qualifying Energy-Saving Upgrades | Rebate | <input checked="" type="checkbox"/> |
|--|--------|-------------------------------------|
| A. Air Sealing With Building Performance Institute (BPI) Assessment Claims must be accompanied by an Assessment Checklist Lifetime limit = 1 rebate per property | | |
| Air Sealing with Assessment (minimum 6 hours of air sealing required) | \$400 | <input type="checkbox"/> |
| B. Insulation With Building Performance Institute (BPI) Assessment Claims must be accompanied by an Assessment Checklist Lifetime limit = 1 attic, 1 wall and 1 basement rebate per property | | |
| Attic Insulation (increased to R49 or dense-packed/foam-filled bays) Initial R-value must be ≤8 for NG Add-On | \$500 | <input type="checkbox"/> |
| Wall Insulation (exterior 2 inches rigid foam or dense-packed/foam-filled walls and bays) | \$500 | <input type="checkbox"/> |
| Basement Insulation (2 inches foam or increased to R15 and sills & chases sealed) | \$500 | <input type="checkbox"/> |
| Insulation Add-On for Unutil, Maine & Bangor Natural Gas customers* (add \$900 to each insulation rebate, max \$2,700) | | <input type="checkbox"/> |
| C. Supplemental Heating Systems Claims for heat pump rebates must be accompanied by an Installation Checklist Ductless Heat Pump Heating Seasonal Performance Factor (HSPF) Minimums: Single-zone: 12.0, Multi-zone: 10.0 Lifetime limit = \$750 per dwelling unit | | |
| Eligible Pellet Stove with outdoor air intake <input type="checkbox"/> or Eligible Wood Stove with outdoor air intake <input type="checkbox"/> | \$300 | <input type="checkbox"/> |
| ONE or FIRST ZONE of heat from Eligible, Air-source, Ductless (mini-split) Heat Pump | \$500 | <input type="checkbox"/> |
| SECOND ZONE of heat from Eligible, Ductless Heat Pump For systems installed on or after 9/14/16 | \$250 | <input type="checkbox"/> |
| D. High-Efficiency Central Heating and Domestic Hot Water (DHW) Systems Lifetime limit = 1 rebate per dwelling unit | | |
| Eligible (Energy Factor ≥ 0.82), natural gas DHW system* For systems installed on or after 2/6/17 | \$300 | <input type="checkbox"/> |
| Eligible Central Air-source <input type="checkbox"/> or Ducted Mini-split <input type="checkbox"/> Heat Pump (HSPF ≥ 10) | \$500 | <input type="checkbox"/> |
| Eligible Furnace <input type="checkbox"/> or Boiler <input type="checkbox"/> (Fuel: NG <input type="checkbox"/> or Oil <input type="checkbox"/> or Propane <input type="checkbox"/>) "Combi" boiler required for boiler Add-On | \$300 | <input type="checkbox"/> |
| Heating System Add-On for Unutil, Maine & Bangor Natural Gas customers* (natural gas systems only) | \$700 | <input type="checkbox"/> |
| E. Bundling Bonus Add Bonus when combining air sealing with any other upgrade (exceptions: biomass furnaces/boilers and geothermal heat pumps) | | |
| Bundling Bonus | \$100 | <input type="checkbox"/> |
| F. Ultra-Low Greenhouse Gas Heating Systems Lifetime limit = 1 rebate per property | | |
| Eligible Biomass Furnace or Boiler <input type="checkbox"/> or ENERGY STAR, Tier 3 Geothermal Heat Pump <input type="checkbox"/> (1/3 project cost up to \$3,000) | | <input type="checkbox"/> |
| TOTAL PROJECT COST | \$ | |
| EXPECTED REBATE AMOUNT | - \$ | |
| DIFFERENCE | = \$ | |

*To qualify for Add-Ons, natural gas must be used to heat building. DHW system rebate is only available to Unutil, Maine and Bangor Natural Gas customers.

Please submit by email: hesp2@clearresult.com OR Fax: 207-622-9933 OR Mail: 24 Stone Street, Suite 106, Augusta, ME 04330



| | | | |
|------------------------|--|------------------------|--|
| Homeowner Name: | | Street Address: | |
|------------------------|--|------------------------|--|

SECTION 4: Service Providers. Please list companies involved with this project and ATTACH COPIES OF ALL INVOICES.

| Vendor | Name of Company | Service(s) Provided (audit, air sealing, insulation, heating system, etc.) |
|----------|-----------------|--|
| Vendor 1 | | |
| Vendor 2 | | |
| Vendor 3 | | |

SECTION 5: Weatherization Upgrades. Please use tables to describe air sealing and/or insulation upgrades.

| Insulation R-Values | Pre-Upgrade | Post-Upgrade |
|---------------------|-------------|--------------|
| Attic | | |
| Walls | | |
| Basement | | |

| Air Sealing & Custom Upgrades | | Pre-Upgrade | Post-Upgrade |
|-------------------------------|----------------------|-------------|--------------|
| Blower Door (CFM50) | | | |
| Custom Upgrades | MMBTU/year | | |
| | Attached Model Type: | | |

Please check all statements that apply:

| | |
|---|---|
| <input type="checkbox"/> | The work performed complies with all applicable Program Terms and Conditions. |
| <input type="checkbox"/> | Claim is accompanied by completed and signed HESP Energy Assessment Checklist |
| Registered Vendor Signature: _____ | |

SECTION 6: Heating and DHW System Upgrades. Please use table to describe heating system upgrades.

| System Type | Manufacturer | Model Number | Efficiency | Capacity (BTU/Hour) |
|-------------|--------------|--------------|------------|---------------------|
| System 1 | | | | |
| System 2 | | | | |

Additional information (for geothermal systems only): Distribution type: Water-to-Air or Water ; Loop type: Open or Closed

Please check statement if applicable:

| | |
|---|---|
| <input type="checkbox"/> | The work performed complies with all applicable Program Terms and Conditions. |
| <input type="checkbox"/> | For heat pump upgrades only: Claim is accompanied by completed and signed Ductless Heat Pump Installation Checklist |
| Registered Vendor Signature: _____ | |

SECTION 7: Customer Specifics. When applicable, please enter natural gas utility and account number in the following table. Also, please provide fuel consumption estimates if available.

| Fuel Type | Utility | Account # | Est. \$/Year | Est. Units/Year | Units |
|-------------|---------|-----------|--------------|-----------------|---|
| Natural Gas | | | \$ | | CCF <input type="checkbox"/> or Therms <input type="checkbox"/> |

Homeowner Statements

| | | | |
|---|--|--------------|--|
| By signing below: (1) I acknowledge that all of the information included with this Rebate Claim Form is accurate. (2) I have reviewed and understand all applicable Sections and Program Terms and Conditions. (3) I confirm that all energy upgrades are complete and the contractor(s) has (have) been paid. (4) I understand that the final rebate amount is subject to the review and approval of Efficiency Maine staff. (5) I give my authorization to issue the rebate(s) to the party indicated in Section 8. | | | |
| Homeowner Signature: | | Date: | |

SECTION 8: Rebate Recipient

| | | | |
|---|--|---------------|--|
| One rebate check can be issued per request. To whom should the rebate check be sent? (check one box below): | | | |
| <input type="checkbox"/> Homeowner | <input type="checkbox"/> Registered Vendor | Company Name: | |

Home Energy Savings Program

Terms and Conditions

Please read these terms and conditions carefully as failure to comply could result in a rebate request being delayed or declined. Efficiency Maine staff determinations of eligibility are final. Rules, rebate amounts and availability are subject to change without notice.

General Eligibility

1. Rebate claim requests must be accompanied by invoices from each vendor involved in the upgrade. The invoices must be clearly marked paid and show the upgrades that are associated with the requested rebates.
2. Previous Efficiency Maine program participation can impact rebate eligibility, as follows:
 - a. Participants of the original HESP (offered in 2010 - 2011) are only eligible to receive rebates for upgrades completed on or after 9/14/16.
 - b. Multifamily home owners who participated in the RDI Program are also only eligible to receive rebates for upgrades completed on or after 9/14/16.
 - c. Other RDI Program participants can only receive an air sealing rebate if the work was completed on or after 9/14/16.
3. Only heating system rebates are available for work associated with the original construction of a new house or addition.
4. Rebates are only available to owners of 1 – 4 unit residential buildings that a.) are located in Maine, b.) are occupied year-round and c.) serve as a principal legal residence. Building owners are not eligible for program participation for upgrades to short-term rentals, seasonal or second homes. Driver’s licenses, tax returns, and voter registration can be used as proof of principal residency.
5. Condominiums are treated as individual units and are subject to all associated Terms and Conditions. In situations where multiple units are upgraded simultaneously, the air sealing hours and measure costs for individual units are calculated by dividing the total labor hours and measure costs by the number of upgraded units.
6. Program rebates, minimum customer contributions and minimum total project costs are as follows:

| REBATE TYPE | REBATE TOTALS | | MIN. CUST. CONTRIBUTION | MIN. TOTAL PROJECT COST | |
|---|---|---------------------|-------------------------|--|---------------------|
| | Unitil, Maine & Bangor Natural Gas Customers | All Other Customers | All Customers | Unitil, Maine & Bangor Natural Gas Customers | All Other Customers |
| Air sealing and assessment | \$400 | \$400 | \$200 | \$600 | \$600 |
| Attic, wall or basement insulation | \$1,400 | \$500 | \$1,000 | \$2,400 | \$1,500 |
| Wood or pellet stove | \$300 | \$300 | \$1,000 | \$1,300 | \$1,300 |
| 1 st or single zone of heat from heat pump | \$500 | \$500 | \$1,000 | \$1,500 | \$1,500 |
| 2 zones of heat from heat pump | \$750 | \$750 | \$1,000 | \$1,750 | \$1,750 |
| Domestic Hot Water (DHW) system | \$300 | \$0 | \$200 | \$500 | N/A |
| Central heating system | \$1,000* | \$300 | \$1,000 | \$2,000 | \$1,300 |
| Bundling bonus | \$100 | \$100 | N/A | N/A | N/A |
| Biomass furnace/boiler or geothermal hp | 1/3 rd of project cost up to \$3,000 | | \$0 | \$0 | |

* For natural gas heating systems only

7. Customer contributions toward purchase of equipment, materials and labor may come from sources other than the homeowner (e.g., rebates from other organizations), as long as contribution is not from any of the Vendors that perform the upgrade or any other organization that may otherwise profit from the project outcome.
8. The total of all HESP and LIHESP (Low Income HESP) rebates provided for an individual dwelling unit cannot exceed \$5,000.
9. Program participants may be contacted to arrange for a free quality assurance inspection conducted by Efficiency Maine staff and/or invited to participate in a program evaluation (both optional).
10. Unless more recent dates are noted on the claim form or in these terms and conditions, rebates are only available for work completed within the last two years.

Rebate Details

1. All weatherization upgrades should be *preceded* by an assessment conducted by a [Building Performance Institute](#) (BPI) certified professional employed by a [Registered Energy Advisor](#). At minimum, the assessment should consist of a.) an inspection of all the thermal boundary components and the operation of all combustion appliances and b.) all applicable testing to confirm the house meets BPI standards for health and safety. The information from the inspection and testing should be used to develop a list of prioritized recommendations that are provided to the homeowner by the Registered Energy Advisor.
2. All weatherization upgrades must be *followed* by a test-out inspection conducted by a BPI-certified professional employed by a Registered Energy Advisor. At minimum, the inspection must consist of a.) a review of all upgrades to assure compliance with program guidelines, and b.) all applicable testing to confirm the house meets BPI standards for health and safety.
3. There is a maximum of one rebate per measure (e.g. foam applied to basement walls may be used to qualify for an air sealing rebate or an insulation rebate, but not both).

4. There is a limit of 1 *Air Sealing With Assessment* rebate per building.
5. The air sealing that is conducted to qualify for an *Air Sealing with Assessment* rebate must address the sites that are deemed to have the largest impact on air leakage (e.g., thermal boundary bypasses that require baffles for air sealing). Other weatherization measures can be substituted for air sealing when the house is tight or presents limited opportunities for air sealing.
6. Attics must be air sealed and increased to a minimum of R-49 to qualify for an attic insulation rebate. When R-49 is not possible due to space constraints, dense-packed or foam-filled cavities are acceptable. To qualify for a natural gas Add-On, the initial (pre-upgrade), effective R-value of the attic must be less than or equal to 8.
7. All exterior walls must be dense-packed with insulation, filled with foam and/or covered with a minimum of 2" rigid foam insulation in order to qualify for a wall insulation rebate.
8. When high density spray foam is used to insulate wall and/or roof cavities that will subsequently be enclosed, the surface of the insulation can be held back from the surface of the framing by a maximum of 1.5".
9. When high density spray foam is used to insulate wall and/or roof cavities that will NOT be enclosed, a min. of 5" of foam must be applied.
10. Basement walls must be sealed and insulated to a minimum of R-15 or with at least 2" of rigid foam to qualify for a basement wall insulation rebate. The sealed insulation must cover the entire perimeter of the basement, extending without interruption from the subfloor above, down the rim joist, over the top of the foundation and to minimum of 2 feet below grade. If crawlspace floor is higher than 2 feet below grade, the insulation can be applied both vertically and horizontally (across the floor) to meet the minimum requirement.
11. Rebates for floor insulation are only available for homes that have no basement walls and when the floor is insulated with either dense-pack insulation or with a minimum of 2" of foam.
12. Foam insulation must be installed with code-approved fire protection.
13. To qualify for an air sealing and/or insulation rebate(s), a completed and signed [Assessment Checklist](#) must be submitted with the Claim Form.
14. Pellet stoves, wood stoves and inserts must have make-up air ducted to or near the stove.
15. All heating system upgrades must be completed by one or more active, [Efficiency Maine Registered Vendors](#) who are qualified in the appropriate service category (e.g., heat pump installations must be completed by Heat Pump Vendors).
16. Only [EPA-approved pellet and wood stoves](#) that meet particulate emission standards of less than 3.5 grams/hour for non-catalytic stoves, or 2.5 grams/hour for catalytic wood and pellet stoves, are eligible for rebates.
17. [Single-zone, ductless heat pumps](#) must have a Heating Seasonal Performance Factor (HSPF) of ≥ 12.0 . [Multi-zone, ductless heat pumps](#) must have a Heating Seasonal Performance Factor (HSPF) of ≥ 10.0 .
18. To qualify for a ductless heat pump rebate, a completed and signed [Installation Checklist](#) must be submitted with the Claim Form.
19. There is a limit of 1 whole-house heating and 1 Domestic Hot Water (DHW) system rebate per dwelling unit.
20. The DHW system rebate is for natural gas water heaters with an Energy Factor (EF) or Universal Energy Factor (UEF) of $\geq .82$.
21. Heating systems must comply with the following:

| SYSTEM TYPE | FUEL TYPE | |
|--------------|---|---|
| | Natural Gas or Propane | Oil or Kerosene |
| Boiler | ≥ 90 AFUE | ≥ 86 AFUE, all accessible pipes insulated, no tankless coils |
| Furnace | ≥ 95 AFUE AND (≥ 2 -stage OR all ducts sealed & insulated) | ≥ 85 AFUE AND all ducts sealed & insulated |
| Wall Furnace | ≥ 2 -stage, direct vent, centrally located | ≥ 2 -stage, direct vent, centrally located |

22. Heating and DHW equipment manufacturer and model numbers must be provided when submitting rebate claim requests for the same.
23. Approved energy models may also be used to qualify for rebates. Please contact Efficiency Maine for details.

Ultra-low Greenhouse Gas Heating System Rebates

1. There is a limit of 1 Ultra-low Greenhouse Gas Heating System rebate per building.
2. Geothermal heat pumps must be on the [EPA's "Most Efficient" list](#) and/or meet or exceed the EPA's Tier 3 [Key Product Criteria](#).
3. [Pellet boilers](#) must be certified as either an EPA Phase 2 Biomass Hydronic Boiler or EN303-5 Class 3 efficiency or higher.
4. [Pellet furnaces](#) must comply with EPA regulation subpart QQQQ and must test to CSA B415.1 with Method 28 WHH testing to 415.1 schedules.
5. [Cord wood boilers](#) must be on the [EPA Certified Hydronic Heaters list](#) with an annual efficiency of at least 70%. All installations must include factory-manufactured line sets with closed cell foam-filled waterproof sleeves for all exterior distribution pipes.
6. [Biomass boilers and furnaces](#) must be installed with enough capacity to allow for at least 2 weeks of continuous heating (approx. 1 ton) or with a permanently installed back-up heating system and a minimum pellet capacity of 500 lbs. When back-up heating systems are required, the heat must switch from the biomass boiler to the back-up automatically when all biomass has been used.
7. [Biomass boilers and furnaces](#) must have the capacity to heat the entire house, including any areas that contain plumbing.
8. Rebates for systems fueled by cord wood are only available for eligible boilers and furnaces installed on or after 3/11/16.

Questions? Please visit efficiencymaine.com, call 1-866-376-2463 or send email to efficiencymaine@efficiencymaine.com