

# LOW INCOME Home Energy Savings Program

## SUMMARY



Are you interested in lowering your heating costs and making your home more comfortable by insulating your attic, basement, or exterior walls? For as little as \$50 out of pocket, you can receive an [energy assessment](#) and [basic air sealing services](#). Additional weatherization services and high-efficiency heat pumps are also available at significantly discounted prices.

### Here's how the program works:

STEP	Process
1	<b>Confirm ELIGIBILITY.</b> The Low Income Home Energy Savings Program is available to Maine residents who: a. Currently participate in the <a href="#">Low Income Home Energy Assistance Program (LIHEAP)</a> , <b>OR</b> b. Own and live in a single- or double-wide mobile home, <b>OR</b> c. Own and live in a house with a combined building and land assessed value (before exemptions) of less than or equal to \$80,000, <b>OR</b> d. Have received General Assistance from their municipality within the last year, or are approved for low income home improvement services or loans through HUD, USDA, CDBG or Housing Authority-administered programs.
2	<b>Hire a REGISTERED VENDOR.</b> If you have access to the Internet, you can <a href="#">find a contractor on our website</a> . Look for the Vendors with a check mark ( <input checked="" type="checkbox"/> ). You can also call our Call Center (1-866-376-2463) and ask them to send you a list.

### REQUIRED Upgrade

3	<b>Take advantage of the ENERGY UPGRADE BUNDLE.</b> The Energy Upgrade Bundle consists of the following elements: <ul style="list-style-type: none"><li>• Air Sealing – Minimum of 6 hours of air sealing with an energy assessment</li><li>• Lighting and Hot Water Efficiency – LED bulbs and EPA WaterSense showerheads and faucet aerators</li><li>• General Household Efficiency – Additional air sealing and/or insulation (see Claim Form for details)</li></ul>
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**NOTE:** Customers who have already received an Efficiency Maine rebate for air sealing do not need to invest in an Energy Upgrade Bundle and can skip straight to step four.

STEP	Process
<b>OPTIONAL Upgrades</b>	
4	<b>Consider investing in INSULATION or a HEAT PUMP.</b> Additional \$1,000 rebates are available for attic, wall, and/or basement insulation. The rebate for <a href="#">eligible heat pumps</a> is 80% of the cost, up to a rebate maximum of \$2,000. A different Registered Vendor can be used for this work.
5	<b>Complete, sign and submit a REBATE CLAIM FORM.</b> Please submit your rebate claim form with the following items: a. Proof of program eligibility b. Paid and itemized invoice(s) c. An <a href="#">Energy Assessment</a> and/or <a href="#">Heat Pump</a> Installation Checklist Please allow six weeks for rebate processing.

### Do you have questions about the Low Income Home Energy Savings Program?

If so, please visit [efficiencymaine.com](http://efficiencymaine.com), call 1-866-376-2463 or send email to [efficiencymaine@efficiencymaine.com](mailto:efficiencymaine@efficiencymaine.com).

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## REBATE CLAIM FORM

**INSTRUCTIONS:** Please complete form, sign, and submit with **PROOF OF PROGRAM ELIGIBILITY, PAID and ITEMIZED INVOICES**, and all applicable **PROGRAM CHECKLISTS**. All upgrades must be completed 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:		# units in building: 1 <input type="checkbox"/> 2 <input type="checkbox"/>
Site Address, Town, State, ZIP:		Rebates only available for 1 or 2-family homes
Mailing Address, Town, State,		Owner occupied: Y <input type="checkbox"/> N <input type="checkbox"/>
Email Address:		Property must be owner occupied
Phone Number:		Please see Terms and Conditions for details
Primary heating fuel (check 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 complete the following tables.

METHOD OF PROGRAM QUALIFICATION (check one):	PLEASE SUBMIT:
<input type="checkbox"/> LIHEAP Participant	Proof of program participation
<input type="checkbox"/> Own and live in a single- or double-wide mobile home	A photograph of the home
<input type="checkbox"/> Assessed value of property is less than or equal to \$80,000	Copy of tax bill or town tax commitment
<input type="checkbox"/> Have received financial assistance within the last year	Proof of financial assistance

**Other requirements** (check all that apply):

<input type="checkbox"/>	This is the principal, year-round residence for occupants, NOT a seasonal, second or vacation home/rental.
<input type="checkbox"/>	This property was NOT previously weatherized as part of the Weatherization Assistance Program (WAP), or by MaineHousing or a local Community Action Agency.
<input type="checkbox"/>	The work performed was NOT part of the original construction of a new home or addition.

**SECTION 3: Rebate Calculation.** Enter the cost of the upgrade(s) and the expected rebate amount.

<input checked="" type="checkbox"/>	UPGRADE TYPE	COST		REBATE
		MIN	ACTUAL	
<input type="checkbox"/>	Energy Upgrade Bundle	\$1,050	\$	\$1,000
	<b>Insulation with <a href="#">Building Performance Institute (BPI) Assessment</a></b>			
<input type="checkbox"/>	Attic (increased to R49 or dense-packed/foam-filled cavities)	\$1,500	\$	\$1,000
<input type="checkbox"/>	Walls (ext. 2" rigid foam or dense-packed/foam-filled cavities)	\$1,500	\$	\$1,000
<input type="checkbox"/>	Basement (2" foam or increased to R15)	\$1,500	\$	\$1,000
	<b>Supplemental Heating System</b> Claims for heat pump rebates must be accompanied by an <a href="#">Installation Checklist</a> System must be installed in common living area (e.g. kitchen or living room) <b>Rebate = 80% of cost up to \$2,000</b>			
<input type="checkbox"/>	<a href="#">Eligible Ductless Heat Pump</a> For systems installed on or after 12/6/16	NA	\$	\$
<b>TOTAL COST AND EXPECTED REBATE AMOUNT</b>			\$	\$

**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, heat pump)
Vendor 1		
Vendor 2		

Please submit by email: [hesp2@clearesult.com](mailto:hesp2@clearesult.com) OR Fax: 207-622-9933 OR Mail: 24 Stone Street, Suite 106, Augusta, ME 04330

# LOW INCOME Home Energy Savings Program



## REBATE CLAIM FORM

Homeowner Name:		Street Address:	
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### SECTION 5: Energy Upgrade Bundle and Insulation Upgrade Details. Please use tables to describe upgrades.

Insulation R-Values	Pre-Upgrade	Post-Upgrade	Installed Quantities (enter 0 if none)		Other Upgrades (at least 1 required for bundle)
Blower Door (CFM50)			Air sealing hours		<input type="checkbox"/> Insulate box sills with spay foam
Attic R-Value			LED Bulbs		<input type="checkbox"/> Seal/insulate mobile home underbelly
Wall R-Value			Showerheads		<input type="checkbox"/> Repair, insulate and/or seal door or hatch
Basement R-Value			Faucet aerators		<input type="checkbox"/> Seal and/or insulate heat ducts or pipes
					<input type="checkbox"/> Additional 6+ hours of air sealing

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 <a href="#">HESP Energy Assessment Checklist</a>
Registered Vendor Signature:	

### SECTION 6: Ductless Heat Pump Details. Please use table to describe heating system upgrade.

System Type	Manufacturer	Model Number	HSPF	Capacity (BTU/Hour)
Ductless Heat Pump				

Please check statement if applicable:

<input type="checkbox"/>	The work performed complies with all applicable Program Terms and Conditions.
<input type="checkbox"/>	Claim is accompanied by completed and signed <a href="#">Ductless Heat Pump Installation Checklist</a>
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. (6) I authorize Efficiency Maine to share my contact information and low-income eligibility status with contractors for the purposes of completing the work described above and processing rebates.

Homeowner Signature:		Date:	
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### SECTION 8: Rebate Recipient

One rebate check can be issued per request. To whom should the rebate check be sent? (please check one box below):

<input type="checkbox"/> Homeowner	<input type="checkbox"/> Registered Vendor	Company Name:	
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## LOW INCOME 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. Low Income Home Energy Savings Program rebates are only available to Maine residents who:
  - a. Are currently participating in the [Low Income Home Energy Assistance Program \(LIHEAP\)](#), **OR**
  - b. Own and live in a single- or double-wide mobile home, **OR**
  - c. Own and live in a house with a combined building and land assessed value (before exemptions) of less than or equal to \$80,000, **OR**
  - d. Have received General Assistance from their municipality within the last year, or are approved for low income home improvement services or loans through HUD, USDA, CDBG or Housing Authority-administered programs.
2. To expedite processing, rebate claim form should be accompanied by proof of program eligibility.
  - a. LIHEAP participants should submit documentation from [MaineHousing](#) or their [local Community Action Agency](#).
  - b. Owners of mobile homes should submit a picture of their home.
  - c. When using the taxable property value to qualify, a recent copy of the property tax bill or a page from the town's tax commitment showing the property value should be submitted.
  - d. All other customers should submit proof of having received General Assistance, or documentation of low income home improvement services or loans through HUD, USDA, CDBG or Housing Authority-administered programs
3. Rebate claim requests must also be accompanied by invoices from each vendor involved in the upgrade. The invoices must be clearly marked paid and itemize the upgrades that are associated with the requested rebates.
4. Low Income Home Energy Savings Program rebates are only available for upgrades completed after October 14, 2015.
5. All upgrades must be completed by an active Efficiency Maine [Registered Energy Advisor](#).
6. All energy upgrade bundle and insulation 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.
7. Homes that were previously weatherized as part of the Weatherization Assistance Program (delivered by Maine Housing and the Community Action Agencies) are not eligible to participate in the Low Income Home Energy Savings Program.
8. Rebates cannot be applied to work associated with the original construction of a new house or addition.
9. Rebates are only available to owners of homes that are located in Maine, occupied year-round and serve as a principal legal residence. Evidence of principal residency includes use of the building address by owner occupants for driver's licenses, tax returns, or voter registration.
10. Program participants may be contacted to arrange for a free quality assurance inspection conducted by Efficiency Maine agent and/or invited to participate in a program evaluation (both optional).

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## **Rebate Details**

1. The air sealing that is conducted as part of the Energy Upgrade Bundle 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.
2. The homeowner must provide permission to proceed with all upgrades. LED bulbs and EPA WaterSense showerheads and faucet aerators may be omitted from the Energy Upgrade Bundle if the customer refuses to have them installed.
3. Halogen and other similarly inefficient light bulbs should also be replaced with LED bulbs.
4. Incandescent bulbs do not need to be replaced when LED equivalents are not available. LED bulbs cannot be used to replace Compact Fluorescent Light (CFL) bulbs. They also should not be used to replace bulbs in closets and other low-use locations.
5. Existing showerheads with a flow rate of  $\leq 2.0$  Gallons Per Minute (GPM) should not be replaced.
6. Attics must be air sealed and increased to a minimum of R49 to qualify for an attic insulation rebate. When R49 is not possible due to space constraints, dense-packed or foam-filled cavities are acceptable.
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. Basement walls must be sealed and insulated to a minimum of R15 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.
9. Rebates for floor insulation are only available for homes that have no basement walls and the floor is insulated with either dense-pack insulation or with a minimum of 2" of foam (plus a fire barrier).
10. Foam insulation must be installed with code-approved fire protection.
11. A completed and signed [HESP Energy Assessment Checklist](#) must accompany claims for Energy Upgrade Bundle and insulation rebates.
12. LIHESP heat pump rebates are not available to customers who have already received a heat pump rebate from Efficiency Maine.
13. [Single-head, ductless heat pumps](#) must have a Heating Seasonal Performance Factor (HSPF) of  $\geq 12.0$ . [Multi-head, ductless heat pumps](#) must have a Heating Seasonal Performance Factor (HSPF) of  $\geq 10.0$ .
14. To qualify for a ductless heat pump rebate, a completed and signed [Ductless Heat Pump Installation Checklist](#) must be submitted with the Claim Form and invoice.

## **Questions?**

Please visit [efficiencymaine.com](http://efficiencymaine.com), call 1-866-376-2463 or send email to [efficiencymaine@efficiencymaine.com](mailto:efficiencymaine@efficiencymaine.com)