

## 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 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 own and live in their own home and: a. Currently participate in the <a href="#">Low Income Home Energy Assistance Program (LIHEAP)</a> , OR b. Live in a single- or double-wide mobile home, OR c. 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	<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 (✓). You can also call our Call Center (1-866-376-2463) and ask them to send you a list.
<b>REQUIRED Upgrade</b>	
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>

**NOTE:** Customers who have already had their house weatherized as part of an Efficiency Maine program or by their local Community Action Agency 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.</b> Additional \$1,000 rebates are available for attic, wall, and/or basement insulation. 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 Checklist</a>  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).

# LOW INCOME Home Energy Savings Program

## REBATE CLAIM FORM



**INSTRUCTIONS:** Please complete form, sign, and submit with **PROOF OF PROGRAM ELIGIBILITY, PAID and ITEMIZED INVOICES**, and an [Energy Assessment Checklist](#). 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, ZIP:		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 upgrade was NOT applied to a new home, addition or other form of new construction

**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 – <b>REQUIRED TO QUALIFY FOR ANY OTHER REBATE</b>	\$1,050	\$	\$1,000
	<b>Insulation with <a href="#">Building Performance Institute (BPI) Assessment</a></b> <small>Lifetime limit = 1 attic, 1 wall and 1 basement rebate per property</small>			
<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>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)
Vendor 1		
Vendor 2		

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## 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 spray 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: 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 7: 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 own and live in their own home and:
  - a. Are currently participating in the [Low Income Home Energy Assistance Program \(LIHEAP\)](#), **OR**
  - b. Live in a single- or double-wide mobile home, **OR**
  - c. 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 Vendor](#).
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. Owners of homes that previously received comprehensive weatherization as part of the Weatherization Assistance Program (delivered by Maine Housing and the Community Action Agencies) are not eligible to receive rebates for the Energy Upgrade Bundle or insulation.
8. Rebates are not available for work associated with the original construction of a new house or addition, or for work that increases the amount of heated space in a building. Rebates can only be issued when  $\geq 50\%$  of the upgraded space was heated before the work was completed.
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).

### Rebate Details

1. ALL REBATES
  - a. Upgrades can be used to qualify for a HESP rebate OR a Low Income HESP (LIHESP) rebate, but not both.
  - b. The Energy Upgrade Bundle must be completed before receiving insulation rebates. (Exception: Customers who have already had their house weatherized as part of an Efficiency Maine program or by their local Community Action Agency do not need to invest in an Energy Upgrade Bundle.)
  - c. The total of all HESP and LIHESP rebates provided for an individual dwelling unit cannot exceed \$5,000

# LOW INCOME Home Energy Savings Program



## Program Terms and Conditions

### 2. ENERGY UPGRADE BUNDLE

- a. 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.
- b. 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.
- c. Halogen and other similarly inefficient light bulbs should also be replaced with LED bulbs.
- d. 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.
- e. Existing showerheads with a flow rate of  $\leq 2.0$  Gallons Per Minute (GPM) should not be replaced.
- f. A completed and signed [HESP Energy Assessment Checklist](#) must accompany claims for Energy Upgrade Bundle rebates.

### 3. INSULATION

- a. Attics must be air sealed and increased to a minimum of R-49 using cellulose, blown fiber or foam insulation to qualify for an attic insulation rebate. Batt insulation is not eligible for rebates.
- b. When R49 is not possible due to space constraints, dense-packed or foam-filled cavities are acceptable.
- c. All exterior walls must be dense-packed with insulation, filled with foam and/or covered with a minimum of 2" rigid foam insulation to qualify for a wall insulation rebate.
- d. 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".
- e. 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.
- f. Basement walls must be sealed and insulated with at least 2" of spray or 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.
- g. 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).
- h. Foam insulation must be installed with code-approved fire protection.
- i. A completed and signed [HESP Energy Assessment Checklist](#) must accompany claims for insulation rebates.
- j. There is a limit of one attic insulation rebate, one wall insulation rebate and one basement insulation rebate per property.

### Questions?

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