



Let's turn the answers on.

Home Energy Savings Program

Idaho

Trade Ally Program Manual

Version 2.0

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Purpose of This Manual

This manual is meant to provide trade allies with a comprehensive overview of Rocky Mountain Power's Home Energy Savings program requirements. For technical specification installation requirements please refer to the HES website at <http://homeenergysavings.net/trade-ally/incentives/in/idaho?region=idaho>.

Home Energy Savings Overview

The RMP HES program offers cash incentives on a variety of weatherization and mechanical services. The program promotes installation practices that are designed to maximize performance and efficiency. By helping customers minimize their energy use, the HES program saves customers money on their energy bill and also reduces the growing demand for power in the region.

For additional requirements regarding new home, manufactured home, and multi-family incentives please refer to the HES website at <http://homeenergysavings.net/in/idaho?region=idaho>.

Trade Ally Overview

A trade ally is a contractor (general, HVAC, weatherization, or plumber) or retailer who sells or installs qualifying equipment or performs services for home energy efficiency upgrades. There are two types of program trade allies: participating or qualifying.

Participating trade allies:

Participating applies to a trade ally that has met the basic requirements to perform work for the HES program (outlined on the next pages).

Qualified trade allies:

Qualified applies to a trade ally that has met the basic requirements (outlined in the next pages) and that has also successfully completed additional relevant industry training(s) required for specific services (e.g. PTCS, BPI, NATE, etc.). Documentation of the completed training must be submitted with the participation agreement and must include the name of the individual trained, certification number, certification type, date trained, and expiration date (if applicable). For additional information on relevant industry trainings and certifications, please refer to the following tables. If you or your technicians require additional training in order to meet program requirements, please let us know and we will work with you to identify appropriate local resources or provide on-site technical coaching.

Program-Eligible trade allies:

The term "program-eligible trade ally" is used when a service can be completed by either a participating or qualified trade ally. This term is used on HES marketing materials and the website to explain to customers what type of trade ally they need to hire in order to receive an incentive.

Program-Eligible trade allies:

The term “program-eligible trade ally” is used when an installation can be completed by either a participating or qualified trade allies. This term is used on HES marketing materials and the website to explain to customers what type of trade ally they need to hire in order to receive an incentive.

Trade Ally Overview

Equipment or Service	Qualifying certifications
Air Sealing	BPI Building Analyst BPI Envelope Professional BPI Advanced Home Energy Professional BPI Air Leakage Control Installer BPI Infiltration and Duct Leakage RESNET Certified Rater
Duct Sealing alone Duct Sealing and Duct Insulation	PTCS Duct Seal NATE HVAC Efficiency Analyst BPI Infiltration and Duct Leakage RESNET Certified Rater
Central Air Conditioner with Best Practice Installation and Sizing Heat Pump Measure with Best Practice Installation and Sizing	PTCS Heat Pump NATE Air Conditioning NATE Heat Pump NATE Light Commercial Refrigeration NATE Commercial Refrigeration NATE HVAC Efficiency Analyst NATE HVAC Performance Verified
Heat Pump PTCS Commissioning, Controls, and Sizing	PTCS Heat Pump

Existing Single Family Homes Incentives

Attic Insulation

Home's Primary System		Trade Ally Installed, Customer Incentive	Self-Installed, Customer Incentive
Heating	Cooling		
Electric	Electric or Non-Electric	\$0.50/sq. ft.	\$0.25/ sq. ft.
Non-Electric	Electric	No incentive available	No incentive available

Incentive paid by square footage of installed product.

Requirements:

- Work must be completed by a Program-Eligible Trade Ally or self-installed by the homeowner
- Existing R-value must be no more than R-11
- Final R-value depth must be equal to or greater than R-49
- Insulation must be installed between unconditioned and conditioned living spaces
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- An electric heating or electric cooling system must serve at least 80% of the home's conditioned living space
- Areas that are not finished or conditioned living space such as a garage, do not qualify
- Work performed as part of Idaho building code requirements do not qualify

Additional Program Rules:

- Incentive cannot exceed project costs
- For each area of the home, limit one incentive per insulation type, for the lifetime of the home

Application:

- **Insulation Application**– completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Date work initiated
- Date work completed
- Product or service description and costs
- Square footage of area(s) insulated
- Pre-existing R-value
- Added R-value

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
- Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive

Existing Single Family Homes Incentives Continued

Floor Insulation

Home's Primary System		Trade Ally Installed, Customer Incentive	Self-Installed, Customer Incentive
Heating	Cooling		
Electric	Electric or Non-Electric	\$0.50/sq. ft.	\$0.25/sq. ft.
Non-Electric	Electric	No incentive available	No incentive available

Incentive paid by square footage of installed product.

Requirements:

- Work must be completed by a Program-Eligible Trade Ally or self-installed by the homeowner
- Existing R-value must be no more than R-11
- Final R-value depth must be equal to or greater than R-30 or must fill cavity
- Insulation must be installed between unconditioned and conditioned living spaces
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- An electric heating system must serve at least 80% of the home's conditioned living space
- Areas that are not finished or conditioned living space such as a garage, do not qualify
- Work performed as part of Idaho building code requirements do not qualify
- Floors above conditioned or semi-conditioned basements do not qualify

Additional Program Rules:

- Incentive cannot exceed project costs
- For each area of the home, limit one incentive per insulation type, for the lifetime of the home

Application:

- **Insulation Application**– completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Date work initiated
- Date work completed
- Product or service description and costs
- Square footage of area(s) insulated
- Pre-existing R-value
- Added R-value

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
- Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive

Existing Single Family Homes Incentives Continued

Wall Insulation

Home's Primary System		Trade Ally Installed, Customer Incentive	Self-Installed, Customer Incentive
Heating	Cooling		
Electric	Electric or Non-Electric	\$0.65/sq. ft.	No incentive available
Non-Electric	Electric	No incentive available	No incentive available

Incentive paid by square footage of installed product.

Requirements:

- Work must be completed by a Program-Eligible Trade Ally
- Must not have existing insulation
- Final R-value depth must be equal to or greater than R-13 or must fill cavity
- Insulation must be installed between unconditioned and conditioned living spaces
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- An electric heating must serve at least 80% of the home's conditioned living space
- Areas that are not finished or conditioned living space such as a garage, do not qualify
- Work performed as part of Idaho building code requirements do not qualify
- Basements walls do not qualify
- Interior walls, such as walls between rooms, do not qualify
- Insulation along rim joists do not qualify

Additional Program Rules:

- Incentive cannot exceed project costs
- For each area of the home, limit one incentive per insulation type, for the lifetime of the home

Application:

- **Insulation Application**– completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records.

Itemized receipt or invoice:

- Date work initiated
- Date work completed
- Product or service description and costs
- Square footage of area(s) insulated
- Pre-existing R-value
- Added R-value

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
- Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive

Existing Single Family Homes Incentives Continued

Windows

Home's Primary System		Tier 1	Tier 2
Heating	Cooling	U-factor of 0.30 or lower	U-factor of 0.22 or lower
Electric	Electric or Non-Electric	\$1.00/sq. ft.	\$3.00/sq. ft.
Non-Electric	Electric	No incentive available	No incentive available

Incentive paid by square footage of installed product.

Requirements:

- U-Factor 0.30 or lower for Tier 1 and U-factor 0.22 or lower for Tier 2
- Work must be completed by either a Program-Eligible trade ally or self-installed by the homeowner
- Doors or skylights must be 80% glass by square footage and have a qualifying U-Factor Windows must be installed in finished or conditioned living spaces with permanently installed heating or ducted cooling
- Windows must be installed according to the Idaho Technical Specifications Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- An electric heating system must serve at least 80% of the home's conditioned living space
- Work performed as part of Idaho building code requirements do not qualify

Additional program rules:

- Incentive cannot exceed project costs
- Incentives are limited to one-time installations within the qualified space of the home
- Window units that have previously received an incentive through the program do not qualify for additional incentives if replaced

Application:

- **Windows Application**- completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion
- Make copies for your records

Itemized receipt or invoice:

- Product or service description and costs
- Quantity of windows
- Dimensions of each window
- Date work initiated
- Date work completed

Additional Documents:

- **Manufacturer's specifications sheet or NFRC stickers for each window**
 - W-9 for businesses and non-individual customers receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for incentives
-

Existing Single Family Homes Incentives Continued

95% Gas Furnace with ECM

Customer Incentive: \$200

Trade Ally Incentive: \$50

Requirements:

- Work must be completed by a participating or Program-Qualified Trade Ally
- Equipment must be a minimum 95% AFUE furnace with an ECM
- Current primary cooling source must be a central air conditioner which serves at least 80% of the home's conditioned floor area
- Combined supply and return static pressure needs to be between 0.35-0.65 WCI (87-162 Pascal) on the highest heating or cooling fan speed setting upon installation
- All duct connections at the furnace must be sealed
- All physically accessible ducts should be fully connected
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Must be electrically cooled with a central air conditioner serving at least 80% of the home's conditioned floor area
- Work completed must comply with all building codes and standards
- Homes 3,500 square feet or less may qualify for one unit, while homes greater than 3,500 square feet may qualify for two units. Homes greater than 3,500 square feet requiring more than two units may apply for additional incentives (additional documentation required, contact program for more information).

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Gas Furnace Application**- completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- **AHRI certificate**
- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
- Third party addendum for homeowners who are not listed on the utility account and who are applying for incentives

Existing Single Family Homes Incentives

Central Air Conditioner

Customer Incentive: \$75

Trade Ally Incentive: \$25

Requirements:

- Work must be completed by a participating or Program-Qualified Trade Ally
- Minimum 15 SEER, 12.5 EER
- New, air source-split equipment with a matched condensing unit and evaporator coil or packaged unitary air conditioner
- AHRI Standard Rating Cooling Capacity of 65,000 BTU/hr (5.4 tons) or less
- Equipment must be listed on the AHRI Certified Directory
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Window air conditioning units, package terminal units, and heat pumps are not eligible
- Work completed must comply with all building codes and standards
- Homes 3,500 square feet or less may qualify for one unit, while homes greater than 3,500 square feet may qualify for two units. Homes greater than 3,500 square feet requiring more than two units may apply for additional incentives (additional documentation required, contact program for more information).

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Central Air Conditioner Equipment**– completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- **AHRI Certificate**
 - W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for property owners who are not listed on the utility account and who are applying for incentives
-

Existing Single Family Homes Incentives Continued

Duct Sealing

Electrically Heated Home Customer Incentive: \$200

Electrically Heated Home Trade Ally Incentive: \$50

Manufactured Home Trade Ally Incentive: \$750

There are no incentives for Electrically Cooled Homes.

Requirements:

- Work must be completed by either a participating or Program-Qualified program trade ally
- Pre-existing duct insulation levels must be R-2 or greater
- All physically accessible ducts located in unconditioned space must be sealed
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- Must have a minimum of 10 linear feet of exposed ductwork located in unconditioned space
- An electric heating system must serve at least 80% of the home's conditioned living space
- Limited to one duct sealing incentive per duct system for the lifetime of the home
- Work completed must comply with all building codes and standards

Additional program rules:

- Incentives cannot exceed project costs

Application:

- **Duct Sealing** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Date work initiated
- Date work completed

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Duct Sealing & Duct Insulation

Electrically Heated Home Customer Incentive: \$400

Electrically Heated Home Trade Ally Incentive: \$50

Requirements:

- Work must be completed by either a participating or Program-Qualified program trade ally
- Pre-existing duct insulation levels must be less than or equal to R-2
- Duct work must be insulated to R-8 or greater
- All physically accessible ducts located in unconditioned space must be sealed and insulated
- Duct sealing and duct insulation must be performed in the same project, with insulation installed after the ducts are sealed
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be an existing home, not new construction
- Must have a minimum of 10 linear feet of exposed ductwork located in unconditioned space
- An electric heating system must serve at least 80% of the home's conditioned living space
- Limited to one duct sealing and duct insulation incentive per duct system for the lifetime of the home
- Work completed must comply with all building codes and standards

Additional program rules:

- Incentives cannot exceed project costs

Application:

- **Duct Sealing and Insulation**— completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Date work initiated
- Date work completed

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for incentives
-

Existing Single Family Homes Incentives Continued

Ductless Heat Pump

Customer Incentive: \$750

Trade Ally Incentive: \$50

Requirements:

- Work must be completed by either a participating or Program-Qualified trade ally
- Minimum 9 HSPF and 16 SEER
- Equipment must be a new AHRI rated ductless (mini-split) system listed in the AHRI certified directory: ahridirectory.org
- Must employ an inverter driven outdoor compressor unit and a variable speed fan for indoor blower and be fully ductless
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Previous primary heat source must have been a permanently installed electric resistance heating system (e.g. electric baseboard, electric furnace, electric ceiling/wall heat) serving at least 80% of the home's conditioned area
- Incentive is not offered to customers replacing an existing air source heat pump
- Gas, oil, wood heating, pellet stoves, and propane system conversions do not qualify
- Work completed must comply with all building codes and standards
- Homes 3,500 square feet or less may qualify for one unit, while homes greater than 3,500 square feet may qualify for two units. Homes greater than 3,500 square feet requiring more than two units may apply for additional incentives (additional documentation required, contact program for more information).

Additional program rules:

- Incentive cannot exceed project cost
- Incentive is limited to one ductless heat pump per residence

Application:

- **Heat Pump Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model numbers: indoor and outdoor
- Date work initiated
- Date work completed

Additional Documents:

- **AHRI Certificate**
 - W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Evaporative Coolers

Tier 1 Customer Incentive: \$50

Tier 2 Customer Incentive: \$150

There are no trade ally incentives offered for evaporative coolers.

Tier 1 Requirement:

- 2,000 – 3,499 CFM

Tier 2 Requirement:

- Minimum 3,500 CFM

Additional requirements:

- Unit may be installed by either a customer or a participating or Program-Qualified trade ally
- Equipment must be new and be permanently installed
- Equipment must be first time install and not a replacement for previous evaporative cooler

Application:

- **Appliance Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date of purchase

Additional Documents:

- W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Heat Pump Best Practices Installation and Proper Sizing

Customer Incentive: \$200

Trade Ally Incentive: \$50

Requirements:

- Work must be completed by a Program-Qualified Trade Ally
- Minimum 8.2 HSPF with TXV installed (or current federal standard) and no greater than 8.9 HSPF
- Equipment must be a new, air-source split or packaged unitary heat pump with an AHRI Standard Rating Cooling Capacity of 65,000 BTU/hr (5.4 tons) or less
- Equipment must be listed on the AHRI Certified Directory
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Incentive cannot be combined with the incentive for Heat Pump Upgrade or Conversion with Best Practices Installation and Proper Sizing
- Program minimum air flow rates, proper refrigerant charge, proper sizing according to a heat load calculation, and lockout controls are required
 - See Technical Specifications Manual for full requirements
- Gas, oil, wood heating, pellet stoves, and propane systems conversions do not qualify
- Work completed must comply with all building codes and standards

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Heat Pump Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records.

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- **AHRI Certificate**

- **Manual J or Equivalent Calculation**
 - W-9 for businesses and non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
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Existing Single Family Homes Incentives Continued

Heat Pump Conversion with Best Practices Installation and Proper Sizing

Tier 1 Customer Incentive: \$650

Tier 1 Trade Ally Incentive: \$100

Tier 2 Customer Incentive: \$750

Tier 2 Trade Ally Incentive: \$100

Tier 1 Requirement:

- Minimum 8.5 HSPF with Best Practices Installation and Proper Sizing

Tier 2 Requirement:

- Minimum 9.0 HSPF with Best Practices Installation and Proper Sizing

Additional Requirements:

- Work must be completed by Program-Qualified trade ally
- Equipment must be a new, air-source split or packaged unitary heat pump with an AHRI Standard Rating Cooling Capacity of 65,000 Btu/hr. (5.4 tons) or less
- New heat pump must be the current primary heat source and must service at least 80% of the home's conditioned floor area
- Equipment must be listed on the AHRI Certified Directory
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Program minimum air flow rates, proper refrigerant charge, proper sizing according to a heat load calculation, and lockout controls are required
 - See Technical Specifications Manual for full requirements
- Previous primary heat source must be a permanently installed electric resistance heat system (i.e. electric baseboard, ceiling/wall heater or an electric forced air furnace) that served at least 80% of the home's conditioned floor area
- Gas, oil, wood heating, pellet stoves, and propane system conversions do not qualify
- Work completed must comply with all building codes and standards
- Homes 3,500 square feet or less may qualify for one unit, while homes greater than 3,500 square feet may qualify for two units. Homes greater than 3,500 square feet requiring more than two units may apply for additional incentives (additional documentation required, contact program for more information).

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Heat Pump Application**– completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- **AHRI Certificate**
 - **Manual J or Equivalent Calculation**

 - W-9 for businesses or non-individual customers, including landlords, receiving an incentive
 - Third party addendum for home owners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Heat Pump Upgrade to 9.0 HSPF with Best Practices Installation and Proper Sizing

Customer Incentive: \$400

Trade Ally Incentive: \$100

Requirement:

- Minimum 9.0 HSPF with best practices installation and proper sizing

Additional requirements:

- Work must be completed by a Program-Qualified Trade Ally
- Equipment must be a new, air-source split or packaged unitary heat pump with an AHRI Standard Rating Cooling Capacity of 65,000 Btu/hr. (5.4 tons) or less
- Equipment must be listed on the AHRI Certified Directory
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Program minimum air flow rates, proper refrigerant charge, proper sizing according to a heat load calculation, and lockout controls are required
 - See Technical Specifications Manual for full requirements
- Incentives cannot be combined with the service incentive Heat Pump Best Practices Installation and Proper Sizing
- Gas, oil, wood heating, pellet stoves, and propane systems conversions do not qualify
- Previous primary heat source must be a heat pump that served at least 80% of the home's conditioned floor area
- New heat pump must service at least 80% of the home's conditioned floor area
- Work completed must comply with all building codes and standards
- Homes 3,500 square feet or less may qualify for one unit, while homes greater than 3,500 square feet may qualify for two units. Homes greater than 3,500 square feet requiring more than two units may apply for additional incentives (additional documentation required, contact program for more information).

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Heat Pump Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date work initiated

- Date work completed

Additional Documents:

- **AHRI Certificate**
 - **Manual J or Equivalent Load Calculation**
 - W-9 for businesses or non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Ground Source Heat Pump Conversion from Forced Air Furnace

Customer Incentive: \$2,500

Trade Ally Incentive: \$500

Requirements:

- Work must be completed by either a participating or Program-Qualified Trade Ally
- Must be an ENERGY STAR® qualified Geothermal Heat Pump
- Minimum 3.6 COP and 16.2 EER open or closed loop system
- Previous primary heat source must have been a permanently installed electric resistance heating system (i.e. electric baseboard, electric ceiling/wall heat, or an electric forced air furnace) serving at least 80% of the home's conditioned living space
- New heat pump must be the current primary heat source and service at least 80% of the home's conditioned living space
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Work completed must comply with all building codes and standards

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Ground Source Heat Pump Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- W-9 for businesses or non-individual customers, including landlords, receiving an incentive
- Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive

Existing Single Family Homes Incentives Continued

Ground Source Heat Pump Upgrade from Air Source Heat Pump (ASHP)

Customer Incentive: \$1,500

Trade Ally Incentive: \$500

Requirements:

- Work must be completed by either a participating or Program-Qualified Trade Ally
- Must be an ENERGY STAR® qualified Geothermal Heat Pump
- Minimum 3.6 COP and 16.2 EER open or closed loop system
- Previous primary heat source must have been a ducted heat pump serving at least 80% of the home's conditioned living space
- New ground source heat pump must be the current primary heat source and service at least 80% of the home's conditioned living space
- Work must be installed according to the Technical Specification Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Work completed must comply with all building codes and standards

Additional program rules:

- Incentive cannot exceed project costs

Application:

- **Ground Source Heat Pump Application** – completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records

Itemized receipt or invoice:

- Product and/or service description and costs
- Model number
- Date work initiated
- Date work completed

Additional Documents:

- W-9 for businesses or non-individual customers, including landlords, receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for an incentive
-

Existing Single Family Homes Incentives Continued

Heat Pump Water Heater¹

Customer Incentive: Up to \$550 (depending on tier)

Trade Ally Incentive: Up to \$200 (depending on tier)

Requirements:

- Work must be completed by a Program-Eligible trade ally or may be self-installed
- Unit must meet the Northern Climate Specifications found at neea.org/northernclimatespec
- Unit must not have a tank size larger than 55 gallons
- Unit must be on the Qualified Products List found on the program website
- Incentive varies based on tier (see Qualified Products List for tier qualifications)
- Previous product must be an electric storage water heater (incentive does not apply when replacing an existing heat pump water heater)
- Gas system conversions do not qualify
- Work must be installed according to the Idaho Technical Specifications Manual

Ensure the home qualifies:

- Must be existing home, not new construction
- Work completed must comply with all building codes and standards
- Heat pump water heater must be installed within 90 days of purchase

Additional program rules:

- Incentive cannot exceed project costs
- Trade ally must be on Plumbing Trade Ally List available at rockymountainpower.net/id-tradeallies
- Self-installed heat pump water heaters only qualify for the customer incentive

Application:

- **Heat Pump Water Heater** - completed and signed
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records
- Tier 3 models must submit a picture showing the tier 3 Cold Climate Efficiency (CCE) settings

Itemized receipt or invoice:

- Model number
- Product and installation costs
- Date work initiated
- Date work completed

¹ Services may be performed on manufactured homes.

Additional Documents:

- W-9 for businesses or non-individual customers receiving an incentive
 - Third party addendum for homeowners who are not listed on the utility account and who are applying for incentives
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Existing Single Family Homes Incentives Continued

Whole Home Upgrade Package

Customer Incentive: up to \$1,000 bonus per home. Incentives will vary based on type and quantity of measures installed.

Electrically Heated Homes Requirements:

Must complete the following services, one from each category:

Category	Service Options
Heating HVAC	Heat Pump Conversion with Best Practices for Installation and Proper Sizing Tier 2 OR Heat Pump Upgrade with Best Practices for Installation and Proper Sizing Tier 1 OR Ductless Heat Pump
Duct Work (for ducted heat pumps only)	Duct Sealing and Duct Insulation
Insulation	Attic Insulation

Ensure the home qualifies:

- Home must be electrically heated
- Must be an existing home, not new construction
- Work completed must comply with all building codes and standards
- Home must meet individual program requirements for all services completed
- Work must be installed according to the Technical Specification Manual

Additional Program Rules:

- Incentive cannot exceed project costs

Application:

- **Whole Home Upgrade Application**
- **Heat Pump Application**
- **Duct Sealing and Duct Insulation Application**
- **Insulation Application**
- Mail all documents so they are postmarked within 90 days of the qualifying service completion date
- Make copies for your records.

Itemized receipt or invoice and Additional Documents:

- See individual applications for more details
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Glossary

ACCA	Air Conditioning Contractors of America
AFUE	Annual Fuel Utilization Efficiency
AHRI	Air Conditioning, Heating and Refrigeration Institute
CAC	Central Air Conditioner
CAZ	Combustion Appliance Zone Testing
CFM	Cubic Feet per Minute
ECM	Electronically Commutated Motor
EER	Energy Efficiency Ratio
HES	Home Energy Savings
HSPF	Heating Seasonal Performance Factor
HVAC	Heating, Ventilation, and Air Conditioning
PP	Pacific Power
SEER	Seasonal Energy Efficiency Ratio
TXV	Thermal Expansion Valve
QPL	Qualified Products List
Electric Heat	Permanently installed, ducted system consisting of an electric furnace, heat pump or electric zonal heating system (baseboard or ceiling/wall heaters) serving as the home's current primary heat source (space heaters do not qualify)
Electric Cooling	Permanently installed, electric heat pump or ducted electric central air conditioner serving as the home's current primary cooling source. Room air conditioners and evaporative cooler do not qualify
Non-Electric Heat	Heating system with gas, oil, or propane serving as the home's current primary heat source
Finished or Conditioned Living Space	Living space that has a permanently installed heating or cooling system
Unconditioned Living Space	Spaces that exist outside of the home's thermal boundary (e.g. garages, crawlspaces, the exterior of the home, or potentially the basement)