

# Low Income Weatherization Program

---

## **Explanation:**

Lane Electric members who are low income (LIEAP qualified) are now eligible for a grant of up to \$1,500 for qualifying weatherization measures in their home. This opportunity is available to single or multi-family residences provided permanently installed electric heat exists in the dwelling. Structures must be sound and in good repair before funds will be available. **(Property owners of rentals will need to make a 50 percent contribution to any project.)**

Members are not obligated to reimburse Lane Electric for these funds.

Eligible measures include: vinyl window replacements, ceiling, floor, and wall insulation, HVAC duct sealing, door and window caulking, weatherstripping, and general air sealing. First priority in homes with forced air heating systems should be duct sealing and insulation in an effort to ensure that all conditioned air makes it into the home.

## **How It Works:**

The member must request an energy analysis for the dwelling. Requests are completed on a first-come, first-served basis. After the energy analysis is performed, a packet including recommendations, a suggested contractor list, and contractor bid sheets will be mailed to the member. Next, please follow the easy steps on the yellow checklist enclosed in the packet. The boxes provided at each step will allow you to chart your progress. It is very important that all the Lane Electric forms and bid sheets be filled out and returned to our office. Funds will not be allocated for your project unless all forms are returned to Lane Electric. Upon receipt of paperwork from the member, Lane Electric will review the project and call with approval or further suggestions. At the time of approval, the member will notify the chosen contractor to proceed with the work.

Upon inspection and approval of installed measures, payment will be made **to the contractor** using approved loan funds or cash grants.

## Low Income Weatherization Program Checklist

---

✓ **Choose qualifying measures**

Decide which measures you want to install. In this packet, you will find a document entitled **Recommendations**. This sheet lists all measures eligible for incentives.

Please note: Since our budget is limited, all funding is available on a first come – first serve basis.

✓ **Obtain Bids and Return Funding Request**

Obtain at least two bids from state licensed contractors. The **Lane Electric Weatherization Contractors List** provides contact information for many qualifying area contractors. Each contractor must fill out a **Uniform Bid Sheet** or provide a legible proposal with the appropriate information. Return these bids along with the completed **Notice of Bid Preference / Income Statement** (green form). Be sure to indicate the contractor(s) you have selected to perform the work.

If you elect to do the work yourself, contact the Energy Services Department and request further instructions. Next, fill out a **Uniform Bid Sheet** showing all of your estimated material costs. Return your bid and the **Notice of Bid Preference / Income Statement** form, entering “Do-it-yourself” under the contractor heading.

✓ **Fund Approval**

Grant approval will come from Lane Electric within 14 days. **Please do not obligate yourself to a contractor or begin work yourself before you receive fund authorization from Lane Electric.**

✓ **Install Measures**

After grant approval, contact your selected contractor and have them (or yourself) begin the work.

✓ **Inspection Request**

Once the work is complete, please contact the Energy Services Department at Lane Electric to schedule a final inspection appointment.

✓ **Contractor Payment**

Lane Electric will issue grant funds to the contractor after inspections and approval. Any remaining balance owed to the contractor exceeding the \$1500 grant limit will be the responsibility of the homeowner.



# Low Income Weatherization Program

## Notice of Bid Preference / Income Statement

I have chosen the following contractor to perform weatherization measures under the Weatherization Program.

Contractor: \_\_\_\_\_

Measures to be Installed: \_\_\_\_\_

### Verification of Income

I have provided documentation that as of this date my total household income is 60% or less than the median income identified below.

I, (print name) \_\_\_\_\_ am a member of Lane Electric Cooperative and have permanently installed electric heat in my home at (Address) \_\_\_\_\_

Account #: \_\_\_\_\_

Phone #: \_\_\_\_\_

**2017**  
**(please circle one)**

| Size of Family | Annual Income<br>60% of Median | Monthly Income<br>60% of Median |
|----------------|--------------------------------|---------------------------------|
| 1              | \$22,620                       | \$1,886                         |
| 2              | \$29,592                       | \$2,466                         |
| 3              | \$36,552                       | \$3,046                         |
| 4              | \$43,500                       | \$3,626                         |
| 5              | \$50,472                       | \$4,206                         |
| 6              | \$57,420                       | \$4,785                         |

Note: Income includes all gross wages, tips, rental income, public assistance, Social Security or pensions, income from self-employment, alimony, interest or any other sources of income defined by the IRS on form 1040, line 22.

A representative from Lane Electric has reviewed a verifiable source of income documentation and certifies that this household qualifies for assistance.

### **Program Tracking Information:**

1. I own / rent my home. (circle one)
2. Type of heating systems in home \_\_\_\_\_
3. Year home was constructed \_\_\_\_\_
4. Site built or Manufactured Home (circle one)

LEC representative \_\_\_\_\_

Date \_\_\_\_\_

### Discount Windows

1621 1/2 Juniper Street  
Junction City, OR 97448  
Phone (541) 998-3396  
Fax (541) 998-3078  
CCB# 180018  
Windows

### Emerald Valley Weatherization

148 N 14th St  
Springfield, OR 97477  
Phone (541) 726-1027  
Fax (541) 744-7841  
CCB# 105404  
Windows & Insulation, Ductless  
Heat Pumps

### Energy Factor Glass

PO Box 2214  
Jasper, OR 97438  
Phone (541) 726-7231  
Fax (541) 726-2708  
CCB# 182668  
Windows

### Home Comfort Heating & Air Conditioning

2730 Roosevelt  
Eugene, OR 97402  
Phone (541) 345-2838  
Fax (541) 302-3070  
CCB# 84164  
American Standard, Ductless  
Mini-splits, Insulation

### Home Insulation

PO Box 2356  
Eugene, OR 97402  
Phone (541) 484-1733  
Fax (541) 461-1513  
CCB# 84  
Insulation

### Insul 8, Inc

732 Shelly St  
Springfield, OR 97478  
Phone (541) 747-1586  
Fax (541) 747-1603  
CCB# 173743  
Insulation

### Jones Window & Door

PO Box 705  
Veneta, OR 97487  
Phone (541) 344-2000  
Fax (541) 935-4650  
CCB# 189714  
Windows & Doors

### Josh Lowe's Dr Energy Saver

PO Box 21337  
Eugene, OR 97402  
Phone (541) 485-2282  
Fax (541) 485-2292  
CCB# 176741  
Daiken Ductless/ Ruud Heat  
Pumps/ Windows/ Insulation

### Mark & Co

4360 Willhi St  
Eugene, OR 97402  
Phone (541) 689-2830  
Fax (541) 461-2309  
CCB# 119715  
Windows

### Marshall's Inc.

4110 Olympic St.  
Springfield, OR 97477  
Phone (541) 747-7445  
Fax (541) 741-0821  
CCB# 25790  
Insulation / Carrier Heat  
Pumps/Ductless Heat Pumps

## Energy Efficiency Programs for 2017



**Weatherization Program:** To get started, request an energy audit of your home. A Lane Electric representative will provide a list of recommendations that will help make your home more comfortable and reduce electrical waste. Financial incentives include a Zero percent (0%) loan or a cash grant of twenty-five percent (25%) of the measure cost, up to \$1000. Low Income members may be eligible for a grant of up to \$1500. Eligible measures include window replacements and floor, wall & attic insulation. Before starting a project, be sure that the installing contractor is familiar with program specifications.



**Heat Pump Program:** Members installing a new or replacing an existing heat pump can apply for a \$500 rebate or a zero-percent (0%) loan up to \$9,000. The incentives are available for air source, geothermal and ductless heating and cooling systems. Loans are based on approval from one of two credit unions and are not available for new construction.



**Solar System Rebates:** Photovoltaic (PV) systems are eligible for a \$.50/Watt rebate on approved residential applications up to a maximum of \$1,000.



**Heat Pump Water Heater Rebate:** A rebate of either \$200 or \$400, depending on equipment, is available for Energy Star qualified heat pump water heaters. Additional rebates from the Department of Energy's Energy Star program may be available and rebate amounts can vary.



**Commercial Retrofit Program:** Incentives are available for commercial members to upgrade their existing facility. Eligible measures include lighting and refrigeration upgrades, insulation, window replacements and HVAC replacements. Rebates will vary depending upon project eligibility through The Bonneville Power Administration (BPA).

# 2016 Lane Electric Energy Services Terms and Conditions

**SCOPE.** These Terms and Conditions apply to residential energy efficiency and residential and non-residential solar electric programs offered by Lane Electric Cooperative (LEC) Energy Services. LEC delivers these programs to help our members manage their energy usage, acquire power resources through energy efficiency, and determine what cost-effective conservation and renewable energy measures should be implemented under different circumstances. Programs support the purchase and/or installation of new equipment (Project(s)) according to specifications that promote best practices ensuring reliable benefits for LEC and its members.

**INSTALLER AND PRODUCT ELIGIBILITY.** To ensure full incentive eligibility, Participant should use an Installer (Contractor) from the specific program for which the Contractor is listed and the installation site shall meet minimum eligibility requirements. Contractors shall be licensed, bonded and insured, and shall have successfully completed training for Project. Project shall meet LEC's program specifications available upon request. Specifications are subject to change.

**NOTIFICATION.** As LEC determines the Application and supporting documents meet program requirements, it will advise the Participant that the Application is approved by providing Incentive Authorization.

**INCENTIVE RESERVATION.** Funding for incentives is limited, available on a first-come, first-served basis, subject to availability, and may be discontinued at any time. LEC will reserve the estimated incentive amount set forth in this Application for a fixed period following the date LEC notifies the Contractor and Participant that this Application has been approved by LEC. If Project is not installed, inspected, and approved by LEC within this reservation period, the reserved incentive will be withdrawn and a new Application is required.

**INCENTIVE PAYMENT.** Participant agrees that final incentives may vary from amounts listed in the Application. Incentive may be paid to the Contractor if the Participant authorizes LEC to do so on this Application. LEC will pay incentive amounts within thirty (30) days after the project is approved by LEC and all required project documentation has been received by LEC. Particular incentives available from LEC are only payable directly to a Contractor registered in LEC's programs.

**PROOF OF PURCHASE.** An itemized invoice showing purchased products and/or work performed including the purchase date and the itemized price paid; the size, type, make, model, or part number for the products; a description of labor charges; statement that invoice is paid in full.

**PRODUCT SELECTION, OPERATION, AND MAINTENANCE.** Product selection, purchase, and installation shall be the sole responsibility of the Participant. Any required maintenance, repair, or replacement shall be the sole responsibility of, and at the expense of, the Participant.

**ENDORSEMENT.** LEC does not endorse any particular manufacturer, contractor or product in promoting its programs. The fact that the names of particular manufacturers, contractors, or products appears on materials does not constitute endorsement. Manufacturers, contractors, or products not mentioned are not implied as unsuitable or defective.

**SAFETY AND BUILDING CODES.** Participant agrees to comply with federal, state, and local building and environmental codes for installation of the project. Contractor certifies products shall be installed consistent with manufacturer instructions. Participant is responsible for confirming contractor's proof of insurance and license(s) that meet the Oregon CCB rules.

**ACCESS AND EVALUATION.** Participant shall (a) provide the Contractor with property access so that Project can be completed in a timely manner; (b) allow LEC's representatives property access for review of Project before, during, or after installation to verify installation meets manufacturer and program specifications and that the home meets eligibility guidelines; and (c) be present or have an authorized representative present during LEC's inspection.

**ENERGY INFORMATION RELEASE.** Customer authorizes LEC to access energy usage data related to installation site and its Project. Customer agrees to allow LEC to include Customer's service location and energy performance resulting from the Project in reports submitted to LEC's Board of Directors and third parties.

**INSPECTION, VERIFICATION, AND COMPLIANCE.** LEC may inspect the site before and/or after Project installation to verify compliance with LEC's program eligibility standards. The limited scope and purpose of LEC's inspections are not intended to discover or report any defects, code violations, or hazards of any kind. For that reason, the Participant agrees that appropriate inspection by governmental agencies is required and relevant jurisdictional permits will be provided to LEC. Participant represents and warrants that Participant, its agents and employees, and any Contractor it may retain to install or maintain the Project are, or will become, familiar with and will at all times comply with all applicable equipment manufacturers' instructions, federal, state and local laws, codes, rules, and regulations pertaining to the installation, maintenance, operation and use of the System.

**TAX LIABILITY.** Neither LEC nor the Contractor is responsible for tax liabilities which may be imposed on the Participant as a result of any incentive payments for completion of the Project.

**DISCLAIMER AND NO LIABILITY.** Participant understands that, while LEC may provide Participant with an Incentive, LEC is not supervising work performed for the Participant nor is LEC responsible in any way for proper completion of that work or proper performance of any completed project. Participant assumes the risk for any loss or damage(s) that Participant may suffer in connection with the project. LEC does not guarantee any particular results by its approval of the Application or by any other of its actions. In consideration of LEC making an incentive payment for the completion of the project, the Participant agrees to hold harmless, indemnify and defend LEC, its officers, employees and agents, from any and all claims, losses, actions, suits, liabilities, damages, judgments, and expenses (including costs and attorney's fees) of any nature whatsoever, or allegations thereof, arising directly or indirectly out of or in any way connected with any act, omission, fault or negligence of Participant or third party selected by Participant for project.

**PRIVACY STATEMENT.** Identifying program opportunities requires information collection about the buildings to which we provide electric service. Participation and agreement to these Terms and Conditions means you are agreeing to share your Project information with a variety of third parties, including, but not limited to, regional energy efficiency program stakeholders such as the Bonneville Power Administration. All non-energy information gathered will be treated as confidential and will be reported only in the aggregate. Routine uses of this information include aggregation into a public database on energy efficiency; delivery to authorized personnel for installation/repair of equipment; aggregation into a database for program publicity; and in some instances information regarding buildings will be made available to subsequent purchasers of the buildings. Your home and project information may also be available to organizations involved with home sales, such as real estate sales websites, title companies and multiple listing agencies. Your personal information is not included in the information that may be provided to third parties. **LEC's objective is to protect your personal privacy, while sharing general information about your home in order to advance energy efficiency and renewable energy in our service area. This information will not be made available to third parties for direct marketing or for private use.** Your disclosure of the requested information is voluntary; however failure to provide requested information may mean that it will not be possible for you to participate in this program.