

# 2021 INSULATION AND AIR SEALING INCENTIVE APPLICATION

## FOR SINGLE FAMILY, MULTI-FAMILY AND CONDOS

**Complete this application to claim an incentive for a qualified insulation and/or air sealing project completed in 2021. This application and incentives are effective April 1, 2021. All applications must be submitted to FOCUS ON ENERGY® within 60 days of project completion.** Focus on Energy incentives are limited and are subject to change without notice. Incomplete applications will delay processing. Visit [focusonenergy.com/terms](http://focusonenergy.com/terms) for terms and conditions.

### Step 1: Confirm eligibility

- Confirm that at least 50% of home heating comes from a participating utility.
- Confirm incentive level. If household income is at or below the amounts in the following table, customer may qualify for higher Tier 2 incentives.

| Household Size | Gross Annual Income | Gross 1-Month Income |
|----------------|---------------------|----------------------|
| 1              | \$39,841            | \$3,320              |
| 2              | \$52,101            | \$4,342              |
| 3              | \$64,360            | \$5,363              |
| 4              | \$76,619            | \$6,385              |
| 5              | \$88,877            | \$7,406              |

To qualify for the higher Tier 2 incentives, an Income Eligibility Application must be completed. Find it at [focusonenergy.com/residentialapps](http://focusonenergy.com/residentialapps). Customers can only receive Tier 1 or Tier 2 incentives, not both.

### Step 2: Complete insulation and air sealing projects

### Step 3: Trade Ally contractor must complete application

Please fill out all fields unless otherwise directed and sign the application. Incomplete or missing information will delay processing and may result in denial.

#### What you'll need:

- Final invoice to customer (payee must match the billing section on invoice)
- Combustion safety/ventilation notification (if applicable)
- Focus on Energy/utility/housing authority Tier 2 approval letter (if applicable)

### Step 4: Submit paperwork

Submit the application to Focus on Energy. Please retain a copy for your records.

**Focus on Energy**  
**3113 W. Beltline Highway, Suite 100**  
**Madison, WI 53713**

**Email: [homeperformance@focusonenergy.com](mailto:homeperformance@focusonenergy.com)**

For questions, call 855.339.8866

## 1 Utility account holder information

Customer Name: \_\_\_\_\_

|                            |                                  |
|----------------------------|----------------------------------|
| Electric Utility Provider: | Electric Utility Account Number: |
| Gas Utility Provider:      | Gas Utility Account Number:      |

Installation Address: \_\_\_\_\_

City: \_\_\_\_\_ State: **WI** ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

This is a(n):  New Construction (not eligible)  
 Existing  1-3 units in building  
 4+ units in building

My cooling system is:  AC  ASHP  
 Window AC  None

Primary home heating fuel:  Natural Gas  Propane  Oil  
 Electric  Other \_\_\_\_\_

My home heating system is currently:  
 Furnace  Air Source Heat Pump  
 Boiler  Electric Baseboard  
 Other \_\_\_\_\_

## 2 Where should we send your check?

**MAKE CHECK PAYABLE TO:**  
 Customer/Homeowner  Trade Ally (Participating Contractor)  
 Landlord Name: \_\_\_\_\_

If "Trade Ally" box is checked, invoice must itemize instant rebate and customer acknowledges contractor will receive incentive check. If "Landlord" box is checked, Tax classification and Tax ID number must be provided.

Utility Partner Bonus should go to: (Only if eligible for applicable utility bonuses)  
 Customer  Landlord

Send Check Attention of: (Complete if needed for mailing) \_\_\_\_\_

Send Check to This Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Tax Classification: (Only if Landlord Payee)  
 Corporation  Partnership  Sole Proprietorship  
 LLC - C Corp  LLC - S Corp  Limited Liability - Partnership  Other: \_\_\_\_\_

Tax ID Number  
 FEIN only\*:  
 (Only if Landlord or Business Payee)

## 3 Trade Ally contractor information

Company Business Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

## 4 Signature (sign below)

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS AVAILABLE AT [FOCUSONENERGY.COM/TERMS](http://FOCUSONENERGY.COM/TERMS). I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT IN THIS APPLICATION AND THE PRODUCT(S) AND/OR EQUIPMENT FOR WHICH I AM REQUESTING AN INCENTIVE MEETS THE REQUIREMENTS IN THIS APPLICATION. I UNDERSTAND THAT FOCUS ON ENERGY DOES NOT WARRANTY OR GUARANTEE THE DELIVERY OF SERVICE OF MY CHOSEN TRADE ALLY CONTRACTOR.

|  |   |
|--|---|
| <b>WHICH INCENTIVE TIER ARE YOU APPLYING FOR?</b><br><input type="checkbox"/> TIER 1<br><input type="checkbox"/> TIER 2 Income qualified only. Include approval letter | Application signed by:<br><input type="checkbox"/> Trade Ally Contractor<br><input type="checkbox"/> Customer |
| Signature: _____   | Date: _____   |

**How did you hear about this program?**  
 Community Association/Agency  Internet Search  Word of Mouth/Referral  
 Utility Bill Insert/Direct Mail  Utility Website  Real Estate Agent  
 Trade Ally/Contractor  Participated Previously  Other \_\_\_\_\_

\*If you use a Social Security number (SSN) as your tax ID as a Landlord or Business, do not list it on this application. A program representative will contact you to securely provide it.

# Single family home (1–3 units) installation requirements

Must be installed by a participating insulation and/or air sealing Trade Ally. All improvements must follow Materials & Installation (M&I) Standards. Only one improvement per category qualifies for an incentive. Incentives cannot exceed installed cost. For a complete list of Terms, Conditions and Requirements, visit [focusenergy.com/wholehome](http://focusenergy.com/wholehome).

## ENERGY STAR® certified air sealing

- Pre and post blower door testing required.
- Home Assessment Report, which meets Home Performance with ENERGY STAR requirements, to be provided to the homeowner.
- Must be part of a larger project that includes the attic insulation improvement or the wall/framed floor insulation improvement.

## Attic insulation

- At least 600 sq. ft. of attic area must be improved.
  - Open cavity/attic floor with an effective insulation level of R-19 or less; improved to R-38 or greater.
  - Closed cavity covered floor with an insulation level of R-0; improved to cavity filled with insulation.
- Air sealing installed to M&I standards (see page 20, bullet points number one and four).
- Knee wall improvement area can be included to meet the 600 square feet requirement.

## Foundation insulation

- At least 50% of the total sill, foundation wall or foundation ceiling area must be improved. Area must include connected crawlspaces.
- An insulation level of R-0 insulation; improved to R5 or greater.
- Must be part of a larger project that includes the attic insulation improvement or the wall/framed floor insulation improvement.

## Wall/framed floor insulation

- At least 800 square feet of exterior wall must be improved: wall cavity with an insulation level of R-0; improved to cavity filled with insulation.
- At least 400 square feet of framed floor must be improved: framed floor with an insulation of R-19 or less; improved to cavity filled with insulation.

## Duct sealing

- Not applicable to ductwork in conditioned space (e.g., basement or unvented crawlspace).
- Must be non-sealed, non-insulated ductwork outside the conditioned space; improved to be sealed and insulated to a minimum R-8.
- Must be part of a larger project that includes the attic insulation improvement or the wall/framed floor insulation improvement.

# Improvements

| ENERGY STAR certified air sealing                  |                                 |                |  |  |  |
|--|---------------------------------|----------------|--|--|--|
| CFM50 Pre:   | CFM50 Post:                     | Install Date:  | Tier 1: <input type="checkbox"/> \$450   | Tier 2: <input type="checkbox"/> \$750 |  |
| Tested By:   |                                 | BPI ID Number: |  |  |  |
| Attic insulation                                   |                                 |                |  |  |  |
| Attic Open Cavity - Total Area Improved:           | Pre R-Value:                    | Post R-Value:  | Install Date:                            | Tier 1: <input type="checkbox"/> \$350 | Tier 2: <input type="checkbox"/> \$450 |
| Attic Closed Cavity - Total Area Improved:         | Pre R-Value:                    | Post R-Value:  |  |  |  |
| Foundation (sills / walls) insulation              |                                 |                |  |  |  |
| Sill - Total Linear Foot Improved:                 | Pre R-Value:                    | Post R-Value:  | Install Date:                            | Tier 1: <input type="checkbox"/> \$100 | Tier 2: <input type="checkbox"/> \$150 |
| Basement Wall - Total Area Improved:               | Pre R-Value:                    | Post R-Value:  |  |  |  |
| Crawlspace Wall - Total Area Improved:             | Pre R-Value:                    | Post R-Value:  |  |  |  |
| Basement/Crawlspace Ceiling - Total Area Improved: | Pre R-Value:                    | Post R-Value:  |  |  |  |
| Exterior wall / framed floor insulation            |                                 |                |  |  |  |
| Exterior Wall - Total Area Improved:               | Pre R-Value:                    | Post R-Value:  | Install Date:                            | Tier 1: <input type="checkbox"/> \$300 | Tier 2: <input type="checkbox"/> \$300 |
| Framed Floor - Total Area Improved:                | Pre R-Value:                    | Post R-Value:  |  |  |  |
| Duct sealing                                       |                                 |                |  |  |  |
| Length Improved:                                   | <input type="checkbox"/> Sealed | Post R-Value:  | Install Date:                            | Tier 1: <input type="checkbox"/> \$50  | Tier 2: <input type="checkbox"/> \$50  |
|  |                                 |                | <b>TOTAL PROJECT COST:</b>               | \$                                     |  |
|  |                                 |                | <b>TOTAL REQUESTED INCENTIVE AMOUNT:</b> | \$                                     |  |

# Multifamily home (4+ units) installation requirements

Must be installed by a participating insulation and/or air sealing Trade Ally. All improvements must follow Materials & Installation (M&I) Standards. Only one improvement per category qualifies for an incentive. Incentives cannot exceed installed cost. For a complete list of Terms, Conditions and Requirements, visit [focusonenergy.com/wholehome](http://focusonenergy.com/wholehome).

## General requirements

- If more than one heating system type exists in the building, please provide all the heating types, their efficiencies and the approximate areas for each heating type.
- For heating efficiency, provide the approximate heating efficiency and units (80% thermal efficiency, 3.0 COP, etc.).
- If more than one cooling system type exists in the building please provide all the cooling types, their efficiencies and the approximate areas for each cooling type.
- For cooling efficiency, provide approximate cooling efficiency and units (10 EER, 14 SEER, etc.).
- Incentive is not to exceed project cost.
- Insulation and air sealing improvements must be installed by a participating Trade Ally.

## Air sealing

- Air sealing must be completed at same time as attic insulation.
- Air sealing shall be performed in accordance with building science industry best practices and in compliance with local building codes.

## Attic insulation

- Eligible insulation types include but are not limited to: fiberglass batts, spray foam, loose fill cellulose or other material providing that it meets local and state building codes.
- Only attic area above living space (excludes laundry, storage, garage, etc.) can receive incentive.
- Existing attic insulation must be as specified in the measure description:  $\leq$  R-11, between R-12 and R-19, or between R-20 and R-38 (excluding assembly section).
- Existing insulation or R19 or less must be improved to R38 or greater. Existing insulation of R20 to R38 must be improved to at least R49.
- Square feet of insulation should be **clearly listed and labeled with area type (attic or wall)** on the invoice.

## Wall insulation

- Eligible insulation types include but are not limited to: fiberglass, spray foam, cellulose or other material providing that it meets local and state building codes.
- Only attic area above living space (excludes laundry, storage, garage etc.) can receive incentive.
- Existing wall insulation must be R-5 or less.
- Additional wall insulation must bring walls up to at least R-20 of cavity insulation.
- The use of R-13 cavity insulation plus R-5 insulated sheathing is considered equivalent to cavity insulation of R-20.
- Square feet of insulation should be **clearly listed and labeled with area type (attic or wall)** on the invoice.

# Improvements

| Building information   |  |   |   |                               |       |
|--|--|---|---|-------------------------------|-------|
| Heating Type: <input type="checkbox"/> NG Furnace or NG Boiler<br><input type="checkbox"/> Electric Baseboard or Electric Furnace<br><input type="checkbox"/> Air Source Heat Pump or PTHP<br><input type="checkbox"/> Other _____ | Heating Efficiency: (include units, i.e., AFUE, COP, HSPF) | Cooling Type: <input type="checkbox"/> Room AC<br><input type="checkbox"/> Central AC or ASHP (65 MBh or less)<br><input type="checkbox"/> Central AC or ASHP (more than 65 MBh)<br><input type="checkbox"/> Chiller <input type="checkbox"/> None <input type="checkbox"/> Other _____ | Cooling Efficiency: (include units, i.e., SEER, EER and kW/ton)           | Approx. Building Age (years): |       |
| Total Conditioned Floor Area:  |  | Floor to Floor Height (ft.):  |   | # of Floors:                  |       |
| Air sealing and attic insulation   |  |   |   |                               |       |
| Attic, Existing Insulation $\leq$ R11 - Total Area Improved:   | Pre R-Value:   | Post R-Value:   | Incentive Calculation: _____sq. ft. X \$0.70 per attic sq. ft. = \$ _____ | Completion Date:              | Cost: |
| Attic, Existing Insulation R-12 to R-19 - Total Area Improved:   | Pre R-Value:   | Post R-Value:   | Incentive Calculation: _____sq. ft. X \$0.40 per attic sq. ft. = \$ _____ | Completion Date:              | Cost: |
| Attic, Existing insulation R-20 to R-38 - Total Area Improved:   | Pre R-Value:   | Post R-Value:   | Incentive Calculation: _____sq. ft. X \$0.25 per attic sq. ft. = \$ _____ | Completion Date:              | Cost: |
| Exterior wall insulation   |  |   |   |                               |       |
| Exterior Wall - Total Area Improved:   | Pre R-Value:   | Post R-Value:   | Incentive Calculation: _____sq. ft. X \$0.80 per attic sq. ft. = \$ _____ | Completion Date:              | Cost: |
| <b>TOTAL PROJECT COST:</b>   |  |   |   |                               | \$    |
| <b>TOTAL REQUESTED INCENTIVE AMOUNT:</b>   |  |   |   |                               | \$    |

