

# 2021 INSULATION AND AIR SEALING INCENTIVE APPLICATION

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 January 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](https://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](https://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

\*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.

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):  Existing Single Family Home (1-3 units)  Existing Multifamily or Condo (4+ units)  New Construction (not eligible)

Site has Central AC or Air Source Heat Pump  Yes  No

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

## Installing Trade Ally contractor information

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

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

3

## Payment recipient information

Installation Incentive should go to:  Installing Trade Ally  Customer  Alternate Payee

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

4

## Alternate payee information (If different from above)

Payee Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

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

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

5

## Signature

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS AVAILABLE AT 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 WARRANT OR GUARANTEE THE DELIVERY OF SERVICE OF MY CHOSEN TRADE ALLY CONTRACTOR.

**WHICH INCENTIVE TIER ARE YOU APPLYING FOR?**  TIER 1  TIER 2 Income qualified only. Include approval letter

Application signed by:  Trade Ally Contractor  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 \_\_\_\_\_



# 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"/> \$500	Tier 2: <input type="checkbox"/> \$800	
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"/> \$400	Tier 2: <input type="checkbox"/> \$500
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: either  $\leq$  R-11 or between R-12 and R-19 (excluding assembly section).
- Additional insulation must bring attic up to R-38 or greater.
- 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 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 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 <input type="checkbox"/> Electric Baseboard or Electric Furnace <input type="checkbox"/> Air Source Heat Pump or PTHP <input type="checkbox"/> Other _____		Heating Efficiency: (include units, i.e., AFUE, COP, HSPF)		Cooling Type: <input type="checkbox"/> Room AC <input type="checkbox"/> Central AC or ASHP (65 MBh or less) <input type="checkbox"/> Central AC or ASHP (more than 65 MBh) <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 (see air sealing requirements)									
Total Floor Area Air Sealed:		Incentive Calculation: _____ sq. ft. X \$0.20 per conditioned sq. ft. = \$ _____			Completion Date:	Cost:			
Attic insulation									
Attic, Existing Insulation $\leq$ R11 - Total Area Improved:		Pre R-Value:	Post R-Value:	Incentive Calculation: _____ sq. ft. X \$0.50 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 \$0.20 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>						\$			

