



Home Efficiency Incentive Program Application Form

Program Overview

HELPS Home Incentive Program is designed to assist the customer with the cost of installation for the most cost effective measures recommended in a home energy audit. Those measures are shown on the energy audit report and have a higher Savings to Investment Ratio (SIR) of greater than one (1). The more cost effective a measure is, the higher the SIR.

Example: Of the measures listed on the audit report, one has an SIR of 10.9 and another has a SIR of 0.85. If the customer installs the measure with the lower SIR and not the measure with the higher SIR, they will not be eligible to receive an incentive. Typically, insulation, air-sealing, heating systems and lighting have the higher SIRs.

All new heating systems receiving an incentive must be Energy Star rated. Self-installation of insulation is not eligible for rebate.

General rule for cost-effective home energy efficiency: Insulate and air-seal first. (Ask the auditor for a list of firms providing air-sealing services).

How to Apply

- i. After the efficiency measures have been installed, please contact the HELPS toll-free line at 1-888-333-7525 to schedule a post installation inspection. The inspector will conduct a site visit and complete the required inspection form. The inspection must be performed before submitting a rebate application.
- ii. Complete and submit this application **with the signed inspection form** and invoice to:

MMWEC Home Incentive Program
40 Washington Street
Suite 2000
Westborough, MA 01581-1088.

When submitting the application, **please make sure to attach originals of all dated receipts/work orders that document the installation.** These receipts and/or work orders should include the name, license number, address, and phone number of the contractor that completed the installation. You may wish to retain a copy of all documents for your records.

If you have any questions, or if you would like assistance in completing this form, call our toll free number at 1-888-333-7525.

Incentive Levels by Participating Light Department	Rebate
Ashburnham, Boylston, Paxton, South Hadley, Sterling, Templeton	25% up to \$300
Chicopee, Westfield – insulation only	30% up to \$300
Holyoke, Marblehead, Shrewsbury and Wakefield – have internal incentive or rebate programs and do not use the HELPS efficiency incentive service	Please check with your light department

Eligible Projects

In general, the most cost-effective audit recommendations should be installed first, excluding lighting. Renters should seek approval from their landlord before installing any measures.

1.) Customer Information

Account Holder First Name:		Account Holder Last Name:		Application Date:	
Installed Address:		City:		State:	
Phone #:		Fax #:		Email:	
Name of Municipal Utility		Utility Account Number:		Name of Person to whom rebate should be made payable:	
Mailing Address (for rebate check if different than installed address) :				City, State, Zip:	

2.) Landlord/Owner Information (if different from above)

Landlord/Owner Name:		Tax ID # (required if owner is incorporated):			
Landlord/Owner Address:		City:		State:	
Phone #:		Fax #:		Email:	

3.) Contractor Information

Contractor Name:		License Number (required):		Federal Tax ID #:	
Contractor Address:		City:		State:	
Phone Number:				Contractor Email :	

4.) Customer Acknowledgement

<i>"I hereby request a rebate for the listed work. I certify that a licensed contractor has installed the measures listed in accordance with state and local codes.</i>	
Signature:	Date: