

# NW Natural Washington Residential, Contractor Install

Residential | Incentive Application | Form 320<sub>WA</sub>



## Want your incentive faster?



Apply online.

Visit [www.energytrust.org/now](http://www.energytrust.org/now)

### Steps to completion:

- 1 **Learn** about energy saving potential with Energy Trust's [Payback Estimator](#).
- 2 **Make** an energy efficiency improvement.
- 3 **Complete** application information, including:
  - Contractor **and** customer signatures
  - Invoices billing customer for purchase and install marked "Paid in Full"
  - Supporting documentation (if applicable)

- 4 **Submit** online form or mail, fax or email documentation together to:

**Energy Trust of Oregon  
Residential**

818 SW 3<sup>rd</sup> Ave, #215  
Portland, OR 97204

1.866.311.1822 phone

1.866.516.7592 fax

[residentialforms@energytrust.org](mailto:residentialforms@energytrust.org)

- 5 **Receive** your check.

- Please allow six to eight weeks for incentive processing after completed application and supporting documentation are received

### Need-to-know information:

- This form should be completed by you **and** your contractor.
- Energy Trust must receive applications within 60 days from the date of installation.
- **Incomplete information will result in delayed payment or disqualification.**

## Customer Information

Promo Code  
(optional)

This home is:  Owner occupied  A rental property I own\*

\*If the home is a rental property, a W-9 is required. Visit [www.energytrust.org/w9](http://www.energytrust.org/w9)

Site address \_\_\_\_\_ City \_\_\_\_\_ State WA Zip \_\_\_\_\_

Mailing address (if different than site) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary phone  Home  Work  Cell \_\_\_\_\_ Other Phone \_\_\_\_\_  Home  Work  Cell \_\_\_\_\_

## Utility Information *Must be NW Natural customer to qualify*

Gas utility:  NW Natural Electric utility: \_\_\_\_\_

## Site Information

Year built \_\_\_\_\_ Square feet \_\_\_\_\_ Number of levels \_\_\_\_\_

Primary heating system (check one)  Electric furnace  Ductless heat pump  Wood  Electric baseboard  Gas furnace  Propane  Ducted heat pump  Gas fireplace  Other \_\_\_\_\_

Water heating fuel  Electricity  Natural gas

Foundation/basement  Crawlspace no vapor barrier  Full basement  Slab on grade  Crawlspace w/ vapor barrier  Half basement  Garage/basement combo  Other \_\_\_\_\_

Is this a manufactured home?  Yes  No

Is this a multifamily home? (ex: duplex, triplex, fourplex, condo, townhome)  Yes  No

## Customer Name and Signature

By signing below, Customer agrees to the terms and conditions of this application and authorizes Contractor to submit this application and all required invoices or measure documentation to Energy Trust on Customer's behalf for all Energy Trust incentives that are available for the energy-saving measures that Contractor has completed for Customer. By that authorization, Customer represents to Energy Trust that all measures have been completed satisfactorily as of the signature date below, and that any accompanying invoices or measure documentation are complete and accurate.



Customer signature \_\_\_\_\_ Full name (please print and use same name as on invoice) \_\_\_\_\_ Date \_\_\_\_\_

Customer email address (application status updates are sent via email)

## Contractor Name and Signature

By signing below, Contractor certifies that this application and any accompanying invoices or measure documentation are complete and accurate, and that all improvements associated with this incentive request were completed as of the signature date below. Incentives are payable to Customers only. To receive incentives, all work must comply with Existing Homes' [Specifications Manual](#) and [program incentive guides](#) found on Energy Trust's website.



Contractor signature \_\_\_\_\_ Full name (please print) \_\_\_\_\_ Date \_\_\_\_\_

Contractor company \_\_\_\_\_ Washington contractor license # (Non-trade ally only) \_\_\_\_\_ Install date \_\_\_\_\_

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Previous Heating System Information						
Heating system replaced <i>(check one)</i>	<input type="checkbox"/> N / A	<input type="checkbox"/> Electric baseboard	<input type="checkbox"/> Electric furnace	<input type="checkbox"/> Heat pump	<input type="checkbox"/> Propane heat	
	<input type="checkbox"/> Gas fireplace	<input type="checkbox"/> Gas furnace	<input type="checkbox"/> Hydronic (boiler)	<input type="checkbox"/> Wood heat	<input type="checkbox"/> Other _____	

Heating Incentives <i>A CO monitor is required on every floor with a bedroom.</i>			
Upgrade type	Requirements (% AFUE or FE)		Incentive amount
<input type="checkbox"/> Gas furnace	AFUE of 95% or greater		<b>\$200</b>
	AFUE of 90% or greater		<b>\$100</b>
<input type="checkbox"/> Gas fireplace	FE of 75% or greater with electronic pilot ignition. For a list of eligible models visit <a href="http://www.energytrust.org/fireplace">www.energytrust.org/fireplace</a>		<b>\$250</b>
	FE of 70% or greater with electronic pilot ignition. For a list of eligible models visit <a href="http://www.energytrust.org/fireplace">www.energytrust.org/fireplace</a>		<b>\$150</b>
<input type="checkbox"/> Gas boiler	AFUE of 88% or greater. Incentive not available for multifamily homes.		<b>\$200</b>
<input type="checkbox"/> Direct vent gas unit heater	AFUE of 80% or greater. Incentive not available for multifamily homes.		<b>\$100</b>
ECM <input type="checkbox"/> Yes <input type="checkbox"/> No	FE (fireplace) %	AFUE (furnace, boiler or unit heater) %	Installed cost \$
Manufacturer		Model #	Serial #

Controls Incentives <i>For self-installed projects, <a href="#">apply online</a></i>		
Upgrade type	Requirements	Incentive amount
<input type="checkbox"/> Smart thermostat	Home must be heated by a gas forced-air furnace. Thermostat must be connected to the internet through a Wi-Fi network and configured with the home's location. Eligible models are Nest Learning Thermostat, Nest Thermostat E, ecobee3, and ecobee4. One incentive per residence.	<b>\$50</b>
Manufacturer	Model Name	Installed cost \$

Water Heater Incentive <i>Hybrid and condensing water heaters do not qualify.</i>		
Upgrade type	Requirements (EF)	Incentive amount
<input type="checkbox"/> Gas tankless water heater	EF of 0.82 or greater.	<b>\$200</b>
EF .	Installed cost \$	
Manufacturer	Model	Serial #

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**Insulation Incentives** For self-installed projects use [Form 320S-WA](#). Insulation incentives are not available for multifamily homes.

Upgrade type <i>(max. beginning R-value)</i>	Installed cost	Beginning R-value	Ending R-value	Cavity filled	Quantity installed	Incentive amount
<input type="checkbox"/> Attic insulation (R-19)	\$	R-	R-	<input type="checkbox"/>	sq. ft.	\$0.25 per sq. ft.
<input type="checkbox"/> Boiler pipe insulation (R-2)	\$	R-	R-	-	ft.	\$0.50 per linear foot
<input type="checkbox"/> Duct insulation <sup>1</sup> (R-2)	\$	R-	R-	-	ft.	50% of cost up to \$100
<input type="checkbox"/> Floor insulation (R-0 if site built, R-11 for manufactured homes)	\$	R-	R-	<input type="checkbox"/>	sq. ft.	\$0.30 per sq. ft.
<input type="checkbox"/> Knee wall insulation (R-4)	\$	R-	R-	<input type="checkbox"/>	sq. ft.	\$0.30 per sq. ft.
<input type="checkbox"/> Rim joist insulation (R-4)	\$	R-	R-	-	sq. ft.	\$0.30 per sq. ft.
<input type="checkbox"/> Wall insulation (R-4)	\$	R-	R-	<input type="checkbox"/>	sq. ft.	\$0.30 per sq. ft.

<sup>1</sup> CO monitor is required on every floor with a bedroom.

**Window Incentives** Windows must be installed by an actively licensed contractor in a heated area of the home. Window incentives not available for multifamily homes

Window type	Installed cost	U-Value	Total area installed	Total # of windows installed	Incentive amount
<input type="checkbox"/> U-Value ≤ 0.27	\$	U-	sq. ft.		\$4.00 per sq. ft.
<input type="checkbox"/> U-Value 0.28 - 0.30	\$	U-	sq. ft.		\$1.75 per sq. ft.

<p><b>Supporting documentation must be attached to all window applications:</b></p> <ul style="list-style-type: none"> <li>• Proof of U-Value for each window</li> <li>• Proof of size for each window</li> <li>• Paid in full purchase and install invoicing</li> </ul> <p><b>Incomplete documentation will result in delayed payment or disqualification.</b></p>	<input type="checkbox"/> <b>Accepted proof of U-Value:</b>	Attach copies of the NFRC stickers for all windows installed <b>OR</b> the window manufacturer's packing slip with U-values listed for all windows installed.
	<input type="checkbox"/> <b>Accepted proof of size:</b>	Attach an itemized invoice showing window dimensions from manufacturer, distributor, retailer or contractor for all windows installed <b>OR</b> a completed <a href="#">Windows Addendum</a> form.

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<b>Air Sealing Incentive</b> <i>PTCS or BPI certification is required to perform air testing and air sealing work. Air sealing incentives are not available for multifamily homes.</i>							
Upgrade type	Requirements	Total cost	Incentive amount				
<input type="checkbox"/> Air sealing	Minimum 500 CFM <sub>50</sub> reduction. Existing condition greater than 9ACH <sub>50</sub> . Home must be built during or before 1982.	\$	<b>\$150</b>				
<b>Technician's BPI or PTCS ID number:</b>							
<b>Pre-ACH<sub>50</sub></b>	<b>Post-ACH<sub>50</sub></b>	<b>Pre-CFM<sub>50</sub></b>	<b>Post-CFM<sub>50</sub></b>	<b>Pre-VP</b>	<b>Post-VP</b>	<b>Leakage reduction</b>	<b>Mechanically ventilated?</b>
							<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Minimum ventilation level measurement</b> <sup>1</sup> <i>Required before performing air sealing or installing insulation on all homes. If mechanical ventilation level (MVL) is greater than ventilation potential (VP), mechanical ventilation is required.</i>							
<input type="checkbox"/> MVL based on known occupancy: ____ occupants x 15 CFM = ____		<input type="checkbox"/> MVL based on number of bedrooms: ( ____ bedrooms +1) x 15 CFM = ____		<input type="checkbox"/> MVL based on ACH <sub>nat</sub> and volume: (.35 ACH <sub>nat</sub> x ____ volume) / 60 = ____			
Blower door location:				Blower door make:		N-factor:	
Initial ____ CFM <sub>50</sub> ÷ N = ____ ventilation potential (VP)				<input type="checkbox"/> Customer was given Energy Trust notification of the home's MVL.			
<b>Ventilation system</b> <i>If approved mechanical ventilation strategy exists, MVL threshold will be waived.</i>							
CFM of mechanical ventilation:                      CFM		Required operation:                      hrs/day					
Is mechanical ventilation continuous? <input type="checkbox"/> Yes <input type="checkbox"/> No				If not, is there a programmable timer/motion sensor? <input type="checkbox"/> Yes <input type="checkbox"/> No			

<sup>1</sup> Incentive will not be paid when the MVL is greater than the VP unless an approved mechanical ventilation strategy exists.



Terms and Conditions

APPLICATION: This application and any required additional documentation must be filled out completely, truthfully and accurately. Customers may wish to retain a copy of this application and any accompanying documentation submitted to Energy Trust under this program. Energy Trust will not be responsible for lost documentation pertaining to this application request. The Residential program must receive applications within 60 days after the date of installation. Incentives offers are subject to funding availability and may change. Incentive amounts are valid through December 31, 2018. Please allow 6-8 weeks for incentive processing.

ELIGIBILITY: Incentives are available to approved Customers who are Washington residential natural gas service customers of NW Natural. Incentives for energy-saving measures that help save on the cost of home heating are available to NW Natural customers who heat their homes with natural gas. Final determination of eligibility shall rest solely with Energy Trust.

ELIGIBLE PRODUCTS: Products must meet Energy Trust energy efficiency specifications. These specifications may be found on the web at http://www.energytrust.org/washington and are subject to change. If you, or your contractor, are not sure of the specifications, please call Energy Trust before proceeding.

WORK QUALITY VERIFICATION: Prior to any payment of incentives, Customer's contractor will verify that the installed energy-saving measures meet program requirements and Energy Trust of Oregon specification standards. Outdoor temperatures may affect this verification process. Customer's home may also be selected for a quality control post-installation visit. No warranty is implied by this work quality verification.

PAYMENT: Incentives will be paid after: (i) completion and/or installation of the energy-saving measures, (ii) verification of the completion and/or installation of the measures, and (iii) timely submission of all required documentation of measures. Incentives will be paid directly to Customer unless Customer has elected to obtain financing for the cost of installing the energy-saving measures identified in the documentation accompanying this application. For all improvements, with the exception of listed self-install upgrades, improvements must be installed by an Energy Trust trade ally contractor or any other WA licensed contractor.

PROOF OF PURCHASE: The invoice documentation accompanying this application must itemize the products purchased and/or work performed. This proof of purchase must show: (i) the date of purchase and itemized price paid, (ii) the size, type, make, model or part number for the products, (iii) a description of any installation or other labor charges, and (iv) the invoice is paid in full.

INCENTIVE AMOUNT: Incentive amount cannot exceed total installed cost. Incentives for energy-saving measures completed and/or installed as set forth in documentation accompanying this application are limited to the amounts provided by Energy Trust. Such amounts are subject to change. Current incentive amounts are identified on the web at www.energytrust.org/washington. Contact Energy Trust with any questions.

TAX LIABILITY: Energy Trust is not responsible for any tax liability, which may be imposed on the Customer as a result of payment of any incentives or as a result of obtaining financing. Energy Trust is not providing tax advice, and any communication by Energy Trust is not intended or written to be used, and cannot be used, for the purpose of avoiding penalties under the Internal Revenue Code.

FACSIMILE/SCANNED: Facsimile transmission of any signed original document, and the retransmission of any signed facsimile transmission, are the same as delivery of the original signed document. Scanned original documents transmitted to Energy Trust as an attachment via electronic mail are the same as delivery of the original signed document. At the request of Energy Trust, Customer shall confirm documents with a facsimile transmitted signature or a scanned signature by providing the original document.

SAFETY AND BUILDING CODES: Customer represents that, with respect to the products and work performed identified in the documentation accompanying this application: (i) all products installed and work performed complies with all federal, state and local safety, building and environmental codes, and (ii) products are UL listed, if applicable, and installed per manufacturer's instructions.

NO ENDORSEMENT: Energy Trust does not endorse any particular manufacturer, contractor, or product in promoting the Residential program. The fact that the names of particular manufacturers, contractors, products, or systems may appear on this application does not constitute an endorsement. Manufacturers, contractors, products or systems not mentioned are not implied to be unsuitable or defective in any way.

PROPERTY RIGHTS: Customer represents that Customer has the right to complete and/or install the energy-saving measures on the property on which those measures are completed and/or installed and that any necessary landlord's consent has been obtained.

ACCESS AND EVALUATION: Energy Trust and/or its representatives may request access to the property on which energy-saving measures have been completed and/or installed and may review and evaluate the project during and after completion. Customer agrees to provide reasonable access to the property for the purposes described herein.

DISCLAIMER/NO LIABILITY: Customer understands that, while Energy Trust may provide Customer with an incentive payment, Energy Trust is not supervising work performed for Customer nor is Energy Trust responsible in any way for proper completion of that work or proper performance of any products purchased. Energy Trust is simply providing funding to assist Customer in implementing energy-saving measures. Customer assumes the risk of any loss or damage(s) that Customer may suffer in connection with installation of the measures. Energy Trust does not guarantee any particular energy-saving results by its approval of the application or by any other of its actions.

ENERGY INFORMATION RELEASE: Customer authorizes Energy Trust to access utility energy usage data relating to the property on which energy-saving measures have been completed and/or installed by accessing the natural gas accounts at the physical address of the project. Customer agrees to provide other reasonable assistance to Energy Trust to obtain such information.

INFORMATION RELEASE: Customer agrees that Energy Trust may include Customer's name, Energy Trust services and resulting energy savings in reports or other documentation submitted to Energy Trust, the Oregon legislature, its Board of Directors, and/or Energy Trust's government overseers and relevant agencies administering energy programs. Energy Trust will treat all other information gathered as confidential and report it only in the aggregate.