

Windham County Advanced Wood Heating System Income-eligible Incentive Adder – Voucher Application

VOUCHER PROCESS

1. Customer finds Participating Installer via Renewable Energy Resource Center (RERC) or Efficiency Vermont .
2. **Participating installer applies on customer’s behalf for the advanced wood heating system (AWHS) Income-eligible Incentive adder BEFORE project starts**
3. RERC reviews application.
4. If RERC approves incentive, Customer receives approval & voucher for AWHS Income-eligible Incentive Adder.
5. Participating installer completes project & submits voucher, invoice, and photos of the installed systems.
6. Participating installer receives a reimbursement check from the State of Vermont via the Clean Energy Development Fund (CEDF) (*The check will also include the CEDF’s base AWHS \$3,000 incentive for a pellet boiler/furnace*).

SECTION A: CUSTOMER INFORMATION (installation must be in Windham County)

First Name	Last Name	
Contact Email	Phone Number	
Mailing Address		
City	State	Zip Code
Installation Physical Address (<i>if different than mailing</i>)		
City	State	Zip Code

SECTION B: PARTICIPATING INSTALLER INFORMATION

Company Name	
Contact First Name	Last Name
Contact Email	Phone Number

SECTION D: PELLET SYSTEM & INCENTIVE AMOUNT

Proposal attached for **new pellet boiler or pellet furnace** (*Circle one; equipment must be CEDF and/or Efficiency VT eligible*)

New Pellet System Manufacturer	New Pellet System Model Number
Total Estimated Installation Cost (from quote to customer)	

Selection (Check <u>One</u>)	Income Level	Incentive Level	Total Incentive Amount (\$3K + income adder)
<input type="checkbox"/>	Low Income (<80% Area Median Income (AMI))	\$8000	
<input type="checkbox"/>	Moderate Income (80% - 120% AMI)	\$6000	

SECTION E: INCOME ELIGIBILITY ATTESTATION

QUALIFYING HOUSEHOLDS MUST MEET THE INCOME GUIDELINES BELOW.

Select the check box next to the amount that your annual gross household income falls at or below, based on the number of people in your household.

		Annual household income limit by household size				
		1	2	3	4	5
Windham County	Low Income	<input type="checkbox"/> \$55,050	<input type="checkbox"/> \$62,900	<input type="checkbox"/> \$70,750	<input type="checkbox"/> \$78,600	<input type="checkbox"/> \$84,900
	Moderate Income	<input type="checkbox"/> \$82,400	<input type="checkbox"/> \$94,200	<input type="checkbox"/> \$106,000	<input type="checkbox"/> \$117,800	<input type="checkbox"/> \$127,400

Note: Annual gross household income is based on HUD income estimates for 2023¹

To calculate income, take the monthly amount from the last one to two paychecks for yourself and the people in your household (before taxes) and multiply by 12. Include all wages, including regular salaries and overtime. If you are self-employed, use the previous month of pretax income and multiply by 12.

All sources of income must be counted from all persons in the household based on anticipated income expected within the next 12 months. Possible types of income include but are not limited to: wages, salary, tips, bonuses or commissions payments, public assistance, social security/SSI, child support, regular gifts, unemployment, income earned on assets (savings, IRA, etc.) and some types of financial aid.

¹ [Affordability Chart \(housingdata.org\)](https://www.housingdata.org)

SECTION F: STATE HISTORIC PRESERVATION COMPLIANCE FORM

Please check which categories apply to the property OR

- Building is more than fifty (50) years old
- Building is in a historic district
- Building is listed in the State or National Register of Historic Places

N/A, building is less than 50 years old, not located in a historic district, and not listed in the State or National Register of Historic Places. **Form (Section F) is complete.**

If any above categories above are checked, check all below that apply

- Installation involves ground disturbance
(e.g., excavating for concrete footings)
- Installation involves installing equipment visible from a public right of way
(e.g., pellet storage bin)

N/A, installation does not involve ground disturbance or equipment visible from public right of way. **Form (Section F) is complete.**

If a project involves a historic property or ground disturbance or equipment visible from a public right of way, this State Historic Preservation Compliance Form signed by State Historic Preservation Office must be submitted with a Voucher Application.

Project plans must be submitted to the Vermont Division for Historic Preservation (VDHP) for review **prior to submitting the voucher application**. Applicants are encouraged to contact VDHP early in the planning process to avoid any unnecessary project delays. **To start the review process, please complete this form and submit electronic versions of your project review materials to ACCD.projectreview@vermont.gov. Our preference is for the form and supporting documents to be sent as .pdf files.** Upon receipt of all necessary information, VDHP shall have 15 (fifteen) days to complete the review.

Installation Site/Address _____

Site/Property Owner Name _____

Participating Installer Name _____

Participating Installer Email _____ Phone _____

Please email the following information, along with this form (Section E), to the email address at the bottom of the page:

- Project Description
- Project Location Map and Site Map showing installation location. This can be as simple as a Google map annotated by hand.
- Project Plans (if available)
- Archaeological and/or historic building reports (if available)
- Photographs of the project area and the structures involved. Photographs can be annotated by hand to show the location and approximate scale of the installation.

For Internal Use Only



Please email this form and supporting materials to ACCD.projectreview@vermont.gov

If you have questions, contact: Elizabeth Peebles at 802-505-1147 or <mailto:Elizabeth.Peebles@vermont.gov>

SECTION G: CUSTOMER SIGNATURES/CERTIFICATIONS

CUSTOMER CERTIFICATION

I certify that I intend to purchase a pellet heating system to be installed at the location indicated above. I understand that any deliberate attempt to misrepresent information in this application will disqualify me from all claims to incentives offered through Vermont’s Small Scale Renewable Energy Incentive Program I understand that information regarding the SSREIP incentive may be released publicly and will not be held confidential. I understand that the incentive will be **paid directly to the Participating Installer only after** the Participating Installer has submitted the voucher final documentation and received final approval, including any necessary site visits, and is subject change based on final installation cost (including any repairs, if applicable) and fund availability. I also understand that the benefit of the incentive is mine and must be transferred from the Participating Installer to me in a manner that is agreeable to both parties. I understand that I will receive a post-installation survey from SSREIP and that I am expected to complete it and return to SSREIP.

CUSTOMER’S SIGNATURE

DATE

SECTION H: INSTALLER SIGNATURES/CERTIFICATIONS

INSTALLER CERTIFICATION

I certify that my company is a currently enrolled Efficiency Excellence Network pellet furnace/boiler installer and is working with the customer referenced above to install a pellet heating system at the location indicated above; this includes designing the heating system to be installed, being substantially involved with the customer, and employing a qualified installer (either employed by my company or under direct contract) to provide an on-site review of the installation and be on-site to complete the final inspection. The system will be installed in accordance with the Vermont Fire and Building Safety Codes. I understand that the benefit of the incentive is the customers and must be transferred from the Participating Installer to them in a manner that is agreeable to both parties. I understand that any deliberate attempt to misrepresent information in this application will disqualify my company from participation in the program and all claims to incentives offered through Vermont’s Small-Scale Renewable Energy Incentive Program. I understand that information regarding the SSREIP incentive may be released publicly and will not be held confidential. I further certify that **(initial each statement below)**:

_____ Installation has not begun on the project described in this application.

_____ My company is in compliance with all Terms and Conditions of this income-eligible program (Terms and Conditions are available here: [Renewable Energy Resource Center - The Renewable Energy Resource Center \(rec-vt.org\)](http://www.rerc-vt.org))

Installing Company Authorized Representative Signature

Date

Installing Company Authorized Representative Name (Print)

MAIL OR EMAIL VOUCHER APPLICATION TO:

MAIL:

Vermont Small Scale Renewable Energy Incentive Program
c/o Renewable Energy Resource Center
20 Winooski Falls Way, Suite 501
Winooski, VT 05404

EMAIL: info@rec-vt.org

QUESTIONS? 877-888-7372 or info@rec-vt.org