

## Windham County Income-eligible Cord & Pellet Wood Stove and Repairs Incentive Voucher Application

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### VOUCHER PROCESS

1. Customer finds a Participating stove retailer via Renewable Energy Resource Center (RERC) or Efficiency Vermont
2. Customer completes Section A. Customer Information & Section E. Income Attestation of the Application
3. **Stove Retailer submits completed application on customer's behalf for Incentive BEFORE project starts**
  - Photo must be taken of the wood stove to be changed-out before removal. This is \*required\* with application submission where a stove is being replaced.
  - Retailer lists repairs to the hearth and/or ventilation/ventilation system required for the installation to meet code.
  - All installations need to meet code to be eligible for the incentive. If repairs are needed to meet code, and they are not completed, no stove incentive will be granted.
4. RERC reviews application
5. If RERC approves incentive, Customer receives approval & voucher for Incentive.
6. Stove retailer completes project & submits voucher, invoice, and photos of the installed woodstove.
7. Stove retailer receives a reimbursement check from the State of Vermont via the Clean Energy Development Fund (CEDF).

### SECTION A: CUSTOMER INFORMATION

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First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Contact Email \_\_\_\_\_ Phone Number \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Installation Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### SECTION B: STOVE RETAILER INFORMATION

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Company Name \_\_\_\_\_

Representative First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Representative Email \_\_\_\_\_ Phone Number \_\_\_\_\_

**SECTION C: EXISTING STOVE INFORMATION (COMPLETE IF THERE IS A CHANGEOUT)**

<b>Existing Stove Manufacturer:</b>	<b>Existing Stove Model Number (If old stove does not have model number, write N/A):</b>
<b>Year Manufactured:</b>  EPA Certified <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Picture of Current Stove Included with Form?</b> <input type="checkbox"/> YES (REQUIRED) <input type="checkbox"/> NO (FORM WILL BE RETURNED)
<b>In a typical heating season, how many cords of wood did the household burn using this stove?</b>	

**SECTION D: NEW STOVE & INCENTIVE AMOUNT**

<b>New Stove Manufacturer:</b>	
<b>New Stove Model Number:</b>	
<b>Total Estimated Stove and Installation Cost (from quote to customer):</b>	
<b>Total Estimated Cost of Repairs (From Quote to Customer):</b>	

The maximum incentive amount per household is one stove per residence. To qualify for an incentive the stove must be a new cordwood or pellet stove that is EPA certified with particulate emissions at or below 2.0 g/hr and an Actual Measured Efficiency of at least 73%. The stove must be professionally installed to receive the incentive. The incentive will be set at a dollar amount dependent on stove type, subject to the following limits:

<b>Selection (Check <u>One</u>)</b>	<b>Income Level</b>	<b>Incentive Level</b>	<b>Total Requested Incentive Amount</b>
<input type="checkbox"/>	Low Income (<80% Area Median Income (AMI))	100% of Purchase, Installation, and Repair Costs (if applicable) Up To \$8,000	
<input type="checkbox"/>	Moderate Income (80% - 120% AMI)	100% of Purchase, Installation, and Repair Costs (if applicable) Up To \$6,000	

**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	6	7	8
Windham County	Low Income	<input type="checkbox"/> \$62,450	<input type="checkbox"/> \$71,400	<input type="checkbox"/> \$80,300	<input type="checkbox"/> \$89,200	<input type="checkbox"/> \$96,350	<input type="checkbox"/> \$103,500	<input type="checkbox"/> \$110,650	<input type="checkbox"/> \$117,750
	Moderate Income	<input type="checkbox"/> \$93,720	<input type="checkbox"/> \$107,040	<input type="checkbox"/> \$120,480	<input type="checkbox"/> \$133,800	<input type="checkbox"/> \$144,600	<input type="checkbox"/> \$155,280	<input type="checkbox"/> \$165,960	<input type="checkbox"/> \$176,640

\*If your household has more than 8 members, please contact [info@rerc-vt.org](mailto:info@rerc-vt.org) to assess eligibility.

To calculate income, if paid monthly, multiply a paycheck by 12. If paid bi-weekly, add two checks and multiply by 12. Include all wages, including regular salaries and overtime. If members of the household are self-employed, use the previous month of pretax income and multiply by 12. All sources of income must be counted from all income earners in the household based on anticipated income expected within the next 12 months.

All sources of income must be counted from all people 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.

**SECTION G: CUSTOMER SIGNATURES/CERTIFICATIONS**

**CUSTOMER CERTIFICATION**

I certify that I intend to purchase a cord wood or wood pellet stove, 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 Stove retailer, only after** the Participating Stove retailer has submitted the voucher final documentation and received final approval, including any necessary site visits, and is subject change based on final installation cost and fund availability. I also understand that the benefit of the incentive is mine and must be transferred from the Participating Stove retailer 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: STOVE RETAILER SIGNATURES/CERTIFICATIONS**

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**STOVE RETAILER/STOVE RETAILER CERTIFICATION**

I certify that my company is a currently approved Efficiency Vermont stove retailer, has signed Windham County Income-eligible Cord & Pellet Stove Incentive FY2026 Retailer Participation Agreement, and is working with the customer referenced above to replace an existing or install a new wood stove as described above at the location indicated above; this includes designing the heating system to be installed, being substantially involved with the customer, and employing qualified (either employed by my company or under direct contract) personnel for the installation and repairs described above and to provide an on-site review of the work and be on-site to complete the final inspection. All installation and repairs will be conducted in accordance with the Vermont Fire and Building Safety Codes. Any existing wood stove that is being replaced will be removed and recycled. Non-EPA stoves removed cannot be reused or resold and must be destroyed/recycled. I understand that the benefit of the incentive is the customers and must be transferred from the Participating Stove Retailer 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 Clean Energy Development Fund Programs. I understand that information regarding this incentive may be released publicly and will not be held confidential. I further certify that **(initial each statement below)**:

\_\_\_\_\_ Installation and repairs have not begun on the project described in this application.

\_\_\_\_\_ I am 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](#))

\_\_\_\_\_  
**COMPANY AUTHORIZED REPRESENTATIVE SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**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@rerc-vt-org](mailto:info@rerc-vt-org)

**QUESTIONS?** 877-888-7372 or [info@rerc-vt.org](mailto:info@rerc-vt.org)