



## BENTON RURAL ELECTRIC ASSOCIATION

402 7th Street • P.O. Box 1150 • Prosser, Washington • (509) 786-2913 • Fax (509) 786-0291

Dear Contractor,

I am glad that you are interested in our ductless heat pump rebate program.

For your customers to qualify for Benton REA's rebates, they must be members of Benton REA and you must be an approved contractor through the Northwest Energy Efficiency Alliance (NEEA). To be approved and listed on NEEA's Installer Finder, at least one representative per company must attend a NW Ductless Heat Pump Project Installer Orientation. This training is available on-demand. To register, go to <https://goingductless.com/partners/training-events/nwdhpp-trainings>. More details about being a qualified installer are available at <https://goingductless.com/partners/installers/requirements>.

**Before work begins on any ductless heat pump**, you and/or the member are required to complete the Benton REA Residential HVAC Rebate Pre-Application – and send it to me by email or mail it to a Benton REA offices. As this form directs, if the rebate is allocated to the contractor, it must appear as a line item credit on formal bids and invoices.

Included with this letter is Benton REA's Ductless Heat Pump and Ducted Mini-Split Installation Form which must be completed and signed by the installer and returned to Benton REA before we can deliver the rebate. Similarly, our Confirmation of Completion form is attached. The member must complete and return it to Benton REA when the job is done to receive the rebate.

Benton REA's ductless heat pump rebates are as follows:

- Benton REA will pay \$1,300 for a system replacing baseboard or wall heaters
- Benton REA will pay \$1,300 for a system replacing an electric furnace

We look forward to working with you.

Sincerely,

Eric Miller  
Energy Services  
509-781-6751  
[emiller@bentonrea.org](mailto:emiller@bentonrea.org)



# Benton Rural Electric Association Residential HVAC Rebate Pre-Application

Return pre-application to:

**Benton REA (Attn: Eric)** or email to [eMiller@BentonREA.org](mailto:eMiller@BentonREA.org)  
**P.O. Box 1150**  
**Prosser WA 99350**

*Rebates may discontinue at any time – call 509-781-6751 to confirm.*

Member/Owner Name:	Best Phone #:	Email:
Address of Home (where installed):		Home Type (select one) <input type="checkbox"/> Site-built Home <input type="checkbox"/> Manufactured home
Contractor:		Existing heating system (select one) <input type="checkbox"/> Zonal <input type="checkbox"/> Electric Furnace <input type="checkbox"/> Heat Pump <input type="checkbox"/> Other

Benton REA has the following incentives to help members achieve energy savings through HVAC improvements. **As a member-owner, you get to decide who receives these incentives.** Use the check boxes on the left to select the qualifying measures you plan to have installed. Use the check boxes on the right to let us know if you want to receive the incentive or if you want us to pay the rebate to your contractor directly. Rebates allocated to the contractor will show as line item credits against the project cost on estimates and invoices.

	Energy Efficiency Measure	Rebate Amount	Pay Me	Pay Contractor
<input type="checkbox"/>	Smart Thermostat - when installed by the contractor <ul style="list-style-type: none"> <li>Qualifying models of Nest or Ecobee (see next page)</li> </ul>	\$175	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Duct Sealing – Site-built home <ul style="list-style-type: none"> <li>For electrically heated homes not previously sealed</li> </ul>	\$250	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Duct Sealing – Manufactured home <ul style="list-style-type: none"> <li>For electrically heated homes not previously sealed</li> </ul>	\$200	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Ductless Heat Pump (primary head in main living area) <ul style="list-style-type: none"> <li>Replaces electric furnace or zonal as primary heating system</li> </ul>	\$1,300	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Commissioning and Controls (required on all PTCS installations) <ul style="list-style-type: none"> <li>Also appropriate for new heat pumps with &lt;9.0 HSPF</li> </ul>	\$500	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	High Efficiency Heat Pump Upgrade with C&C <ul style="list-style-type: none"> <li>Replaces older heat pump as primary heating system</li> </ul>	\$200	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Variable-Speed Heat Pump Upgrade with C&C <ul style="list-style-type: none"> <li>Replaces older heat pump as primary heating system</li> </ul>	\$400	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	High-Efficiency (HSPF≥9) Heat Pump Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	\$1,400	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Variable-Speed Heat Pump Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	\$1,600	<input type="checkbox"/>	<input type="checkbox"/>

Member/Owner Signature

Date

# Terminology for Measures

- Smart Thermostats:** An evolved and simplified programmable thermostat that can automatically adjust the heating and cooling temperature settings in your home for optimal performance and energy savings. Qualifying units: Ecobee 3, Ecobee 4, Ecobee Smart Thermostat with voice control (Not Ecobee Lite), Nest 3<sup>rd</sup> Gen, or Nest E.
- Duct Sealing:** The process of sealing up duct work to reduce the leaks and ensure more of the conditioned air makes it to the desired rooms. Duct sealing requires a pre and post test to confirm savings (which are frequently substantial). More than 50% of the ducts must be outside of the home, such as in the crawlspace or attic.
- Commission & Controls (PTCS):** (C&C): Preparation, testing and reporting by the contractor to ensure a quality installation. Meant to assure the system will perform to achieve expected energy savings and system longevity.
- High Efficiency Heat Pump:** A high efficiency heat pump must have a Heating Seasonal Performance Factor (HSPF) of 9 or greater to qualify for the Benton REA incentives.
- Variable Speed Heat Pumps:** Heat pumps that have a compressor that adjusts its capacity to the heating/cooling demands of the home at that moment. Presumed benefits of this technology are higher efficiency, better comfort and increased longevity.
- Conversion:** Replacing an electric furnace with a high efficiency or variable speed heat pump.
- Upgrade:** Replacing an older heat pump with a high efficiency or variable speed heat pump. This also includes upgrades from zonal and other types of heating systems.
- HSPF:** Heating Seasonal Performance Factor (HSPF) is the number associated with heating efficiency (higher is better).
- SEER:** Seasonal Energy Efficiency Ratio (SEER) is a number associated with cooling efficiency (higher is better).



# Benton Rural Electric Association

Please Return This Form To:  
 Attn: Eric Miller  
 PO Box 1150  
 Prosser, WA 99350  
 781-6751

## Ductless Heat Pump (DHP) and Ducted Mini-Split Installation Form

All sections must be filled out by the installer at the time of installation. A copy of this completed form and the purchase receipt or invoice must be promptly submitted to Benton REA in accordance with utility policy.

Eligibility Guide for DHPs and Ducted Mini-Splits: Ducted Mini-Splits do not include homes with whole house centrally ducted systems. See PTCS Air Source Heat Pumps for further information on whole home centrally ducted systems.

All systems must:

1. Be installed on a dedicated electrical circuit,
2. Have refrigerant line protection on the entire length of exterior and insulated refrigerant lines,
3. Be installed in accordance with manufacturer specifications, including adherence to proper refrigerant charging and,
4. If installing a single head DHP, the contractor must have received the contractor orientation available at <https://goingductless.com/partners>.

Select what you are Installing (Select One)	Eligible Home Types (Select One)	Eligible Existing Heating System Being Replaced (Select One)
<input type="checkbox"/> Single Indoor Head DHP <input type="checkbox"/> Single Ducted Mini-Split (not whole home centrally ducted)	<input type="checkbox"/> Existing Single Family <input type="checkbox"/> Existing Manufactured <input type="checkbox"/> New Single Family (in all states except WA) <input type="checkbox"/> New Manufactured	<input type="checkbox"/> Electric Forced Air Furnace <input type="checkbox"/> Electric Zonal <sup>1</sup>
<input type="checkbox"/> Multi Indoor Head DHPs <input type="checkbox"/> Multiple Indoor Ducted Mini-Splits (not whole home centrally ducted) <input type="checkbox"/> Combination DHP/Ducted Mini-Split	<input type="checkbox"/> Existing Single Family <p><i>Note:</i> Multi-head DHPs, multi ducted mini-splits and combination installs in New &amp; Existing Manufactured Homes or New Single Family Homes (in all states except WA) may be eligible for single indoor head DHP or single ducted mini-split incentive (see above).</p>	<input type="checkbox"/> Electric Forced Air Furnace <input type="checkbox"/> Electric Zonal
<input type="checkbox"/> DHP Upgrade	<input type="checkbox"/> Existing Single Family <input type="checkbox"/> Existing Manufactured	<input type="checkbox"/> DHP

### Household Information

Homeowner Name	Homeowner Phone Number		
Installation Address	City	State	Zip

<sup>1</sup> Zonal heating includes electric, non-ducted: ceiling cable, wall, baseboard, plug-in and an electric boiler/water heater attached to a zoned hydronic floor heating system.

<b>Year Built:</b>	<b>Total Heated Area of the Home:</b> <b>Sq Ft</b>	<b>Email Address</b>
<i>Mailing Address, if different:</i>		

**Installation Information**

<b>AHRI Certified Reference #:</b>		<b>HSPF Rating:</b>	<b>Installation Date:</b>
<b>Outdoor Unit Manufacturer:</b>		<b>Outdoor Unit Model(s) #:</b>	
<b>Associated Indoor Units</b>	<b>Indoor Unit Model Number(s)</b>	<b>Associated Indoor Units</b>	<b>Indoor Unit Model Number(s)</b>
<b>Indoor Unit 1:</b>		<b>Indoor Unit 3 (if installed):</b>	
<b>Indoor Unit 2 (if installed):</b>		<b>Indoor Unit 4 (if installed):</b>	
<b>Total Installed Cost (before rebates):</b> \$ _____ <b>Additional repair cost (if low income):</b> \$ _____			



Return Confirmation of Completion form to:

**Benton REA (Attn: Eric) or email to eMiller@BentonREA.org**  
**P.O. Box 1150**  
**Prosser WA 99350**

*Rebates may discontinue at any time – call 509-786-6751 to confirm.*

Member/Owner Name:	Best Phone #:
Address of Home (where installed):	
Contractor:	

This form is to confirm the items indicated in the Pre-Application are completed so the rebate funds can be released as requested. Please check the boxes for the measures that have been completed.

<b>Energy Efficiency Measure</b>	<b>Completed Items</b>
Smart Thermostat - when installed by the contractor <ul style="list-style-type: none"> <li>Qualifying models of Nest or Ecobee (see next page)</li> </ul>	<input type="checkbox"/>
Duct Sealing – Site-built home <ul style="list-style-type: none"> <li>For electrically heated homes not previously sealed</li> </ul>	<input type="checkbox"/>
Duct Sealing – Manufactured home <ul style="list-style-type: none"> <li>For electrically heated homes not previously sealed</li> </ul>	<input type="checkbox"/>
Ductless Heat Pump (primary head in main living area) <ul style="list-style-type: none"> <li>Replaces electric furnace or zonal as primary heating system</li> </ul>	<input type="checkbox"/>
Commissioning and Controls (required on all PTCS installations) <ul style="list-style-type: none"> <li>Also appropriate for new heat pumps with &lt;9.0 HSPF</li> </ul>	<input type="checkbox"/>
High Efficiency Heat Pump Upgrade with C&C <ul style="list-style-type: none"> <li>Replaces older heat pump as primary heating system</li> </ul>	<input type="checkbox"/>
Variable-Speed Heat Pump Upgrade with C&C <ul style="list-style-type: none"> <li>Replaces older heat pump as primary heating system</li> </ul>	<input type="checkbox"/>
High-Efficiency (HSPF≥9) Heat Pump Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	<input type="checkbox"/>
Variable-Speed Heat Pump Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	<input type="checkbox"/>

\_\_\_\_\_  
 Member/Owner Signature

\_\_\_\_\_  
 Date

**To receive the incentive, Benton REA must receive the following from you or your contractor: Residential HVAC Rebate Pre-Application, Heat Loss Calculations, A Sizing Tool, AHRI Certificate, PTCS Registry Report, PTCS Technician's Field Report, A Copy of the Final Invoice and this form.**