



## BENTON RURAL ELECTRIC ASSOCIATION

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

Dear Contractor,

For your customers to qualify for Benton REA's rebates they must be members of Benton REA or the owners of the property serviced by Benton REA and you must be an approved contractor in Benton REA's program. To be approved, complete and return the contractor agreement included in this document. Benton REA requires contractors to have Performance Tested Comfort Systems (PTCS) training. If you need PTCS training, I can help you find it.

For the Benton REA member/property owner or the contractor to receive a rebate, I must first receive the following paperwork on the air source heat pump installation:

- Residential HVAC Rebate Pre-Application (signed by your customer)
- Heat Loss Calculations
- A Sizing Tool (e.g. balance point graph)
- AHRI Certificate
- PTCS Registry Report
- PTCS Technician's Field Report (optional but requested)
- A Copy of the Final Invoice
- Residential HVAC Confirmation of Completion (signed by your customer)

The Residential HVAC Rebate Pre-Application ideally will be submitted to Benton REA before work is performed as it impacts your bid and invoices to the customer. Your customer, our member or property owner, will choose if rebates are paid directly to them, paid to the contractor or a combination of the two. Any rebates paid to a contractor must appear as a line item credit on formal bids and invoices.

In the Northwest, much of the potential energy savings expected by heat pump owners can be lost because the equipment installation isn't fully optimized. Accordingly, our program requires PTCS commissioning and controls. Though not required, we strongly encourage PTCS duct sealing. If your customers have questions, I am happy to explain how this will improve their HVAC system. I can also help explain that the cost of sealing ducts will likely exceed the amount incentivized and that, in those cases, they should expect to be billed for the additional cost but that it is still very cost effective.

**Heat Pump Loans** - Benton REA offers loans to members who want a PTCS installation of a new air source heat pump, among other efficiency upgrades. If your customers have questions, have them visit [www.BentonREA.org](http://www.BentonREA.org) or contact me.

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

*Revised 04/01/22*



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## Heat Pump Program Contractor Agreement

The undersigned wishes to be listed as a Participating Partner in Benton REA's Heat Pump Program. To continue to be listed as a Participating Partner, the Contractor agrees to perform work that demonstrates a good faith effort to adhere to the various provisions of the Heat Pump Program.

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

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Contractor License Number: \_\_\_\_\_

To participate in this program, PTCS certification is required. Please indicate below your means of achieving this requirement.

	PTCS	
	Ducts	C&C
Currently have trained personnel:	<input type="checkbox"/>	<input type="checkbox"/>
Plan to have personnel trained immediately:	<input type="checkbox"/>	<input type="checkbox"/>
Will use a third-party provider to do the work:	<input type="checkbox"/>	<input type="checkbox"/>

Name of Subcontractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# 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>	\$100	<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>	\$800	<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 air source heat pumps with &lt;9.0 HSPF</li> </ul>	\$300	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	High Efficiency Air Source 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 Air Source 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) Air Source HP Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	\$1,100	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Variable-Speed Air Source Heat Pump Conversion with C&C <ul style="list-style-type: none"> <li>Replaces electric furnace as primary heating system</li> </ul>	\$1,300	<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 air source heat pump must have a Heating Seasonal Performance Factor (HSPF) of 9 or greater to qualify for the incentives.
- Variable Speed Heat Pumps:** Air source 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 air source heat pump.
- Upgrade:** Replacing an older heat pump with a high efficiency or variable speed air source 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).



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 509-781-6751 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.

Energy Efficiency Measure	Completed Items
Smart Thermostat - when installed by the contractor <ul style="list-style-type: none"> <li>Qualifying models of Nest or Ecobee</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 Air Source 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 Air Source 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) Air Souce HP 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 Air Source 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.