**WISE Ceiling Insulation Rebate Program**

**Program Guidelines**

**Effective 08/19/2020**

**Qualifying Criteria**

1. The OMPA WISE Ceiling Insulation Rebate Program is a shared program between OMPA and each OMPA member city that elects to participate.
2. Rebates are only available to residential electric customers of participating member cities.
3. Only one rebate request may be submitted per installation address within a 10-year period.
4. To qualify, insulation must be installed in the attic or roof space of a residence, between conditioned and unconditioned spaces. Insulation above non converted garages does not qualify.
5. Conversions of non-conditioned spaces to living spaces do not qualify alone. Insulation over converted garage space, which must be heated and cooled, will qualify if the full square footage of the home’s attic space is brought to a minimum R-value of 38.
6. No buildings, garages, apartments, or sheds outside the square footage of the home’s footprint will qualify for a rebate.
7. Generally, mobile homes do not qualify for these rebates; however, they may be considered on a case-by-case basis if the member city so desires.
8. Builders of new homes do not qualify.
9. If home requires a full insulation removal, the amount of insulation before the removal will be the determining factor of the rebate amount.
10. Each individual home in a multi-home building with a single roof qualifies for the rebate; however, apartment complexes do not qualify.
11. An energy audit in person or virtually must be completed on the home, resulting in an audit report that includes the depth and/or R-value of existing ceiling insulation. Reports on energy audits performed by auditors certified by the Residential Energy Services Network (RESNET) or the Building Performance Institute (BPI) will be accepted, provided they meet all other qualifying criteria.
12. Total finished attic/roof insulation must be equal to or greater than 12 inches in depth or R-38.
13. Spray foam insulation will qualify but only if installed by a licensed professional installer.

**Rebate Details**

The total rebate amount will be based on the **existing** ceiling insulation R-value and after the additional insulation added creates a total R-value of 38 as a minimum. If there are varying levels of R-values in the attic (before new insulation is added), an overall average will be used to calculate the rebate.

 If existing R-value is Then the overall total rebate is

 R-0 to R-4 $500

R-5 to R-14 $300

 R-15 to R-22 $250

 R-23 + $0

1. The insulation may be installed by a qualified contractor or by the homeowner/property owner.
2. After completion of the installation, a representative from the city must inspect the premises and note the current insulation type(s) and depth(s) on the rebate form.
3. To qualify, a complete rebate application must be received by the city within 90 days of the completion of the installation of the insulation.

**Rebate Application Details**

1. Rebate applications must be submitted to the member city and must include the following:
	1. Rebate Request Form (fully completed and signed),
	2. A copy of the contractor invoice, materials invoice, receipt, or both,
	3. A copy of the original energy audit report, specifying the original insulation depth and/or R-value.
2. The full amount of the rebate will be issued by the city as a check or a credit on the utility bill, as decided by the city.
3. OMPA will reimburse the city for 50% of the rebate amount, after receipt and approval of copies of the complete rebate application.
4. Reimbursements from OMPA will usually be provided to the member city within 30 days of the receipt of complete applications.

**Step-By-Step Process for Customers and City Personnel**

1. The customer contacts the city to verify whether the city participates in the OMPA WISE Ceiling Rebate Program. If yes, and if an energy audit has not been done on the premises, the customer contacts the city to get a free energy audit.
2. The customer downloads or picks up the Rebate Request Form and reviews the Program Guidelines.
3. The customer gets the extra insulation installed.
4. The customer fills out and signs the customer portion of the Rebate Request Form.
5. The customer requests an insulation inspection by the city.
6. The city’s representative inspects the insulation and completes the city’s portion of the Rebate Request Form.
7. The customer provides copies of support documentation (as detailed above) to the city’s representative.
8. The city submits the complete application along with support documentation to OMPA for review.
9. Upon OMPA’s approval, the city provides the rebate to the customer.