

September 1, 2004

AN IMPORTANT NOTICE FOR ALL CONTRACTORS, SUPPLIERS OF HVAC  
EQUIPMENT and UTILITIES



The EnerGuide for Houses grant initiative was announced on August 12, 2003 as part of the actions that the Government of Canada would be taking to fight climate change. This program helps homeowners improve the energy efficiency of their homes.

The Office of Energy Efficiency at Natural Resources Canada (NRCan) has administered the EnerGuide for Houses initiative since 1998. It has established an expert service that provides homeowners with an home energy efficiency evaluation complete with air leakage test, written recommendation report and EnerGuide rating label. The service comprises a home visit to provide an assessment of the home's pre-retrofit rating with recommendations for energy retrofits, a post-retrofit visit to determine the effect of the retrofits as completed and a second energy efficiency rating of the home. To date, over 120,000 evaluations have been performed and **homes built pre-1980 that have not been extensively retrofitted can benefit the most from the grants.**

The service is delivered across Canada by qualified organizations that are housing energy experts. There is a fee for the service and homeowners wishing to apply for the grant are required to obtain EnerGuide for Houses pre-retrofit and post-retrofit evaluations. To request an evaluation and to find out the cost of the service, they should contact their local EnerGuide for Houses service organization. Regularly updated contact information for these organizations can be found online at <http://energuideforhouses.gc.ca/organization> or by calling 1-800-387-2000.

It is important to note that, as a rule, the homeowner is **required to have an EnerGuide for Houses pre-retrofit evaluation performed before anything is replaced or installed, including heating equipment,** in order to qualify for a grant.

However, NRCan has developed a policy, **valid until June 30, 2005**, specifically to help homeowners **during the current heating season** who find out that their heating equipment must be replaced and who do not have time to get an evaluation performed before installation of the new system. The homeowner will be eligible for a grant (assuming they meet the eligibility criteria) provided **all** the following conditions are met:

1. The replacement must take place (as evidenced by the invoice) during the heating season in your area. For the purposes of this policy the heating season is defined as
    - West Coast (BC below 60 degrees latitude) - November 1, 2004 to April 30, 2005
    - Prairies (Alberta/Saskatchewan/Manitoba) and north of 60 degrees latitude across Canada - September 1, 2004 to May 31, 2005
    - Central and Atlantic (Ontario and Quebec below 60 degrees latitude), New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland and Labrador below 60 degrees latitude) - October 15, 2004 to May 15, 2005
  2. **The existing equipment must be replaced with an ENERGY STAR® qualified** model for natural gas or propane, or a system with an efficiency of 85% or greater for an oil-based system.
  3. A copy of the **invoice** must be supplied to the EnerGuide for Houses advisor. The invoice must indicate the date of the installation and indicate the model name, number and stated efficiency of the unit being installed or that it is ENERGY STAR-qualified.
  4. The contractor must supply the homeowner with the model information and efficiency of the unit being removed, specifically,
    - Fuel type (natural gas, propane or oil)
    - Type of system (forced air, hydronic or radiant)
    - Age of equipment (if known)
    - Type of venting (e.g., chimney, side vent, barometric damper)
    - Rated efficiency, output and input from the nameplate
    - Last upgrade, if any (e.g., oil burner gun/assembly)
- and,
5. The EnerGuide for Houses evaluation must be completed **within 30 days** of the equipment installation date noted on the invoice.

The homeowner has **18 months** from the date of their energy assessment to complete any remaining retrofits, obtain their post-retrofit rating and have all documentation submitted to NRCan. After performing the post-retrofit rating, the advisor will submit the grant application on the homeowner's behalf. The homeowner should allow the EnerGuide for

Houses advisor enough time to schedule their second evaluation by requesting it well before the 18-month deadline.

Please feel free to pass this message on to any heating contractor in your organization or geographical area. Complete information on the EnerGuide for Houses Retrofit Incentive can be found on our web site at <http://energideforhouses.gc.ca/grant> or by calling 1-800-387-2000 (in the Ottawa area, call 995-2943).

You can also request copies of the following publications:

EnerGuide for Houses - A Contractors' Guide

EnerGuide for Houses - Grants for Homeowners

Eligibility Criteria for Grants Under the EnerGuide for Houses Retrofit Incentive

If you have any questions, please contact Raynald Charest at [rcharest@nrcan.gc.ca](mailto:rcharest@nrcan.gc.ca), or by telephone at (613) 992-8778.

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The logo for the Government of Canada, featuring the word "Canada" in a stylized serif font with a small Canadian flag above the letter 'a'.