

# Saskatchewan Home Energy Improvement Program (SHEIP)

## Questions and Answers

### **Q1. What is SHEIP?**

**A1.** The Saskatchewan Home Energy Improvement Program (SHEIP) provides financial assistance to help low to moderate-income homeowners and rental property owners housing low-income tenants make energy efficient retrofits that will help them save energy and money over the long-term.

### **Q2. How does SHEIP work?**

**A2.** SHEIP is designed to assist low and moderate-income homeowners and rental property owners housing low-income tenants in pursuing eligible retrofits under the Saskatchewan EnerGuide for Houses and federal ecoENERGY Retrofit programs. Low and moderate-income homeowners and rental property owners housing low-income tenants must apply to Saskatchewan Housing Corporation (SHC) to determine their maximum eligible grant amount. The eligible amount is reduced by grants received under both the Saskatchewan EnerGuide for Houses and federal ecoENERGY Retrofit programs.

The maximum eligible grant will not exceed the cost of the retrofits.

### **Q3. Why is the Province extending SHEIP until 2011?**

**A3.** The Province of Saskatchewan is committed to helping Saskatchewan homeowners save money on home utility costs and build a green and prosperous economy. SHEIP has proven to be an effective program so it has been enhanced and extended for four more years.

This extension will give property owners more time to participate in the program and make energy efficiency upgrades to their home.

The extension also enables the province to better co-ordinate delivery with other energy efficiency initiatives such as Saskatchewan EnerGuide for Houses and the federal ecoENERGY Retrofit programs to ensure Saskatchewan residents are able to take maximum advantage of available resources.

### **Q4. What's new on the list of improvements that will now qualify for the grant?**

**A4.** In addition to heating and ventilation system upgrades, insulation, air sealing and draft proofing, which were covered under the previous program, SHEIP has been expanded to include: upgrading air conditioning, water heating systems, such as tankless hot water heaters, solar hot water systems, and drain water heat recovery systems; as well as water conservation recommendations such as low-flow or dual flush toilets.

These enhancements are consistent with the Saskatchewan EnerGuide for Houses and federal ecoENERGY grant programs.

### **Q5. How does SHEIP compare with the previous program?**

**A5.** Though much of the program remains the same there are two significant changes. First, all clients will be required to participate in the Saskatchewan EnerGuide for Houses grant program by completing a pre and post-evaluation through a Saskatchewan service organization. And two, the eligible retrofits have been expanded to include other conservation options, such as low-flow toilets.

**Q6. How does SHEIP compare with the Saskatchewan EnerGuide for Houses and the federal ecoEnergy Retrofit initiatives announced in April 2007?**

**A6.** SHEIP compliments the two grant programs and acts as a top-up grant to assist low and moderate-income clients in pursuing energy efficient upgrades to their home. The eligible amount is reduced by grants received under both the Saskatchewan EnerGuide for Houses and federal ecoEnergy Retrofit programs.

**Q7. How much grant money are homeowners eligible for under SHEIP?**

**A7.** The top-up grant will remain at a maximum of \$4,000 for homeowners in the south and \$4,700 for those living in the north. A sliding grant scale determines maximum assistance levels according to income. The total eligible SHEIP grant amount includes any funding the property owners may receive through the provincial and federal retrofit programs.

In all cases, the total assistance payable will not exceed actual property owner retrofit expenditures. Property owners must submit receipts/invoices to receive payment.

Property owners are responsible for any costs that may be incurred above their eligible grant amount.

**Q8. What about rental property owners housing low-income tenants?**

**A8.** If you house low-income tenants you must apply to SHEIP to determine if your unit is eligible and to determine the maximum eligible grant amount. Then you must complete a pre-evaluation on each of the properties.

Rental property owners housing low-income tenants are eligible to receive up to \$3,500 in southern Saskatchewan for single, semi-detached and row house units and \$4,200 in the north. Property owners of multi-unit dwellings are eligible to receive up to \$1,000 per unit in southern Saskatchewan and \$1,200 per unit in the north.

**Q9. What is meant by moderate-income?**

**A9.** In southern Saskatchewan, households with a gross annual income of up to \$52,000 (\$62,000 in the north) may qualify for assistance, depending upon the composition of the household (i.e. household with dependents, or singles / couples). In northern Saskatchewan, households with gross annual incomes of up to \$62,000 may qualify for assistance, depending upon the composition of the household.

These income levels are consistent with those used to determine eligibility for other SHC programs targeted to low or moderate-income households.

**Q10. What is meant by low-income?**

**A10.** In southern Saskatchewan, households with a gross income below \$23,500 for households without dependents and \$27,500 for households with dependents, may qualify for assistance. In northern Saskatchewan, households with gross incomes below \$36,000 for households without dependents and below \$39,500 with dependents may qualify for assistance.

**Q11. Are these grants or loans?**

**A11.** They are grants.

**Q12. How do I apply for a SHEIP grant?**

**A12.** There are 6 basic steps in the process:

Step 1

- Submit a [SHEIP application form](#) with income verification and verification of property ownership to the address shown on the application.

Step 2

- SHEIP will send a letter to confirming eligibility for SHEIP assistance.

Step 3

- Once you receive a letter confirming your eligibility for SHEIP assistance, contact a licensed Saskatchewan EnerGuide for Houses service organization to arrange to complete a pre-evaluation (“D” audit) on your property.
- The evaluation will identify how certain renovations or new equipment will reduce your energy and/or water consumption, thereby saving you money over the long term. The evaluation will also provide information on how much of a grant you will be eligible to receive from both the Saskatchewan EnerGuide for Houses and federal ecoEnergy Retrofit programs for each recommended improvement.

Step 4

- Submit a copy of the “D” audit report to your SHEIP Grant Administrator who will then determine which retrofit item(s) will be funded through SHEIP.
- SHEIP will send you a letter advising which retrofit items must be completed in order to be eligible for top-up funding.

Step 5

- After you have completed the retrofits, contact the service organization to have the post-evaluation (“E” audit) completed.

Step 6

- Submit a copy of the “E” audit report along with retrofit invoices to your SHEIP Grant Administrator. Once SHEIP receives confirmation of the amount you have received through the provincial and federal retrofit grant programs, your SHEIP top-up grant will be issued.

**Q13. Do all types of dwellings qualify for assistance?**

**A13.** Any building that is considered a low-rise dwelling under Part 9 of the National Building Code of Canada may be eligible. This includes row housing, duplexes and triplexes. Some small apartment buildings of three stories or less and mobile homes on a permanent foundation may qualify.

**Q14. Why do I need a home evaluation?**

**A14.** A pre and post-evaluation are a required for eligibility under both the provincial and federal retrofit grant programs – which are the complimentary programs to SHEIP. The energy efficiency report from your pre-evaluation will help identify which priority upgrades will provide you with the largest energy savings over the long-term. The post-evaluation is a way of verifying the upgrades completed. After the post-evaluation you will also receive an EnerGuide for Houses rating label which proves the new energy efficiency rating of your home.

**Q15. Is there a cost to having the evaluations completed?**

**A15.** As of April 1, 2007, the provincial government will subsidize half the cost of the pre-retrofit evaluation and half the cost of the post-retrofit evaluation. Contact the service organizations for their current pricing.

Both the pre and post-evaluations are eligible expenses that can be submitted under SHEIP.

**Q16. What if I can't afford the cost of an evaluation?**

**A16.** SHC recognizes that the cost of the evaluation may prohibit some property owners from participating in the program. Because of this, SHC will provide low-income homeowners with up to an additional \$150 to offset the cost of pre and post-retrofit evaluations. The funds will be paid at the same time the SHEIP top-up grant is issued. For moderate-income homeowners, the amount of the fee can be included as part of the eligible costs funded by SHEIP.

Easy payment options are available for your evaluations through the service organizations.

For example, The Sun Ridge Group has the option to apply the cost of the evaluation to your SaskEnergy bill - in one lump sum or twelve equal monthly payments.

**Q17. Is SHC delivering the program directly?**

**A17.** The Regina, Saskatoon, Moose Jaw and Prince Albert Housing Authorities will be taking applications from their communities for the SHEIP program. SHC will deliver the program to the rest of the province.

**Q18. Who does the pre and post-retrofit evaluations?**

**A18.** At present, there are three licensed service organizations in Saskatchewan who provide this service:

Sun Ridge Group

In Regina, Saskatoon and throughout Saskatchewan **call toll-free 1-800-667-3700** or book online at [www.sunridgegroup.ca](http://www.sunridgegroup.ca)

AmeriSpec

Regina and south of Davidson - **call (306) 565-1703**  
Saskatoon and north of Davidson - **call (306) 652-8779**  
Battlefords and Lloydminster - **call (866) 871-8111**

Energy Wise Solutions

Saskatoon & surrounding area – **call (306) 291-8075 or 1-877-787-4328**

**Q19. What if I am having difficulty getting an evaluation?**

**A19.** If you are experiencing difficulty getting an evaluation (i.e. can't get a service organization to come to your home, a service organization is willing to come to your home but not for several months), please contact the SHC office. Special arrangements can be made for homeowners who experience difficulties completing an evaluation in a reasonable timeframe and/or affordable manner.

**Q20. Can I just make my upgrades and submit my receipts?**

**A20.** No. You must first complete the requirements under the Saskatchewan EnerGuide for House grant program which includes completing a pre and post-evaluation.

Low and moderate-income homeowners and rental property owners housing low-income tenants must apply to SHEIP prior to completing any evaluations or before commencing any retrofits.

**Q21. Can I do the work myself and get a grant?**

**A21.** Yes. However, you may only submit receipts for material. Self-labour is not eligible for funding assistance under SHEIP.

**Q22. What if I received a SHEIP grant before, but would like to make additional upgrades?**

**A22.** The SHEIP funding is associated directly with the home. If an applicant received the maximum eligible amount based on household income, they are not eligible for further funding for a ten year period on that home. If a previous owner received the maximum funding, the property does not qualify for additional funding for a ten year period.

**Q23. Do I still qualify for a SHEIP grant if I had an evaluation done under the old program? How much money am I eligible for?**

**A23.** You may qualify and should contact SHC to determine both your maximum eligible grant and the process to determine whether or not you must complete another pre and/or post-evaluation. Some consideration may be given for those who have completed an evaluation under the old program.

**Q24. What if the cost of the retrofits exceeds the maximum SHEIP grant amount?**

**A24.** Property owners are responsible for any costs that may be incurred above their eligible SHEIP grant amount.

**Q25. I own a large multi-storey apartment building that houses some low-income tenants. Do I qualify for assistance?**

**A25.** Multi-unit buildings which are greater than 3.5 stories and 600 square meters are not eligible. However, you may wish to contact SHC or its agent to determine if you are eligible for other programming to improve the condition of your property.

**Q26. I own a personal care home. Do I qualify for assistance?**

**A26.** Dwellings must foster independent living. Institutional licensed facilities where care is being provided, such as personal care homes, are not eligible.

**Q27. I am a moderate-income homeowner who has had an evaluation but has not begun work. Do I still qualify?**

**A27.** Depending on when you had your "A" and/or "B" evaluation completed, you may or may not need to complete a new pre-retrofit evaluation ("D" audit). Please contact the SHC office for further details. Consideration may be given for moderate-income homeowners who have already had an evaluation.

**Q28. What if my home is in a rural or northern area?**

**A28.** You are eligible and will be required to participate in the Saskatchewan EnerGuide for Houses program by completing a pre and post-evaluation. Special consideration may be given to low and moderate-income homeowners who experience difficulties accessing the evaluations in a timely and/or affordable manner. Please contact the SHC office for details.

**Q29. I rent a home, can I participate?**

**A29.** No. As a tenant you are not eligible to apply under SHEIP. However, we encourage you to speak to your landlord about the program as they are eligible to apply for funding on rental properties housing low-income tenants.

**Q30. I own a cottage, can I participate?**

**A30.** SHEIP funding is intended for primary residences. Therefore, if the cottage is where you live for more than 182 days per year, you are eligible to apply for SHEIP on that property.

**Q31. How will the success of SHEIP be measured?**

**A31.** SHEIP is targeted to assist 8,000 low and moderate-income homeowners and rental property owners housing low-income tenants over the entire life of the program.

**Q32. How do I get further information about SHEIP?**

**A32.** If you live in Regina, Saskatoon, Moose Jaw or Prince Albert contact your local Housing Authority. For all other inquiries contact [Saskatchewan Housing Corporation](#) at **1-866-388-8433**.