



4U2 PROGRAM



APPLICATION

CHECKLIST FOR COMPLETING YOUR APPLICATION

Read program eligibility requirements, terms and conditions, and authorization release.

Provide necessary documentation to verify income to determine eligibility.

If applicable, obtain property owner information. Have the property owner fill out and sign the property owner authorization and, if required, the property owner income and verification.

Complete all steps (1-5) of the application. (Note: Step 5, is required for renters)

Print, sign, and date the customer authorization.

Mail or email your completed application and documentation.

Keep a copy for your records.

ELIGIBILITY REQUIREMENTS



YOU DO NOT QUALIFY FOR THIS PROGRAM:

- **If you have received State Weatherization Services in the last 15 years.**
- **If you were deferred from the State Weatherization program due to health and safety reasons in your home.**

Must have an active Minnesota Energy Resources and Rochester Public Utilities account in your name that includes natural gas (primary heat source) and electric services in the city of Rochester.

Be the owner or renter of the property with no intention of moving in the next six months.

If a renter, the owner's authorization section of this form must be completed.

Manufactured or mobile homes will be referred to the State Weatherization Program.

Multifamily properties with four units or less are eligible to participate. Properties of five units or more will be referred to the Multifamily program.

Be responsible for the direct payment of your natural gas and electric bill.

TERMS AND CONDITIONS

1. For income-qualified applicants, this program offers building envelope improvements along with equipment upgrades as identified in an energy audit. Emergency equipment replacement may also be available.
2. Applications are processed on a first-come, first-serve basis and while funds last.
3. Applicant must provide verification of income eligibility.
4. Customers cannot participate in other weatherization programs.
5. Once contractors are assigned to your project, scheduling of your work is between you and the contractor. If you are not available for your appointment and do not provide a 24-hour notice to your contractor, you may be held responsible for the cost of the no-show visit. **This program will not pay for no-show charges.**
6. Landlords must approve participation in this program by their renters and are expected to contribute to the improvement and corrections of extraordinary circumstances or remediation of health and safety.
7. If Health & Safety measures for a project exceed \$500, a co-pay of \$150 will be applied to the customer's natural gas bill.
8. Installed measures **are not eligible** for Minnesota Energy Resources' or Rochester Public Utilities' rebates.
9. This program is subject to regulatory rules and orders.
10. Minnesota Energy Resources and Rochester Public Utilities reserve the right to inspect or verify any work completed under this program and to change or discontinue this program without notice.
11. Customer agrees to allow access to the home, so that a licensed professional may perform an energy audit and contractors may install improvements.
12. Customer agrees to allow access to the home's energy usage from Minnesota Energy Resources and Rochester Public Utilities to share with the auditor.
13. Only improvements identified as part of a completed energy audit will be included.
14. Tax information: Minnesota Energy Resources and Rochester Public Utilities are not responsible for any tax consequences of this program.
15. Incomplete applications may be subject to disqualification.

STEP 1. CUSTOMER INFORMATION (please print)

Minnesota Energy Resources Account Number

Customer Name (as it appears on your bill)

Rochester Public Utilities Account Number

Customer Name (as it appears on your bill)

Installation Address

City

State

Zip Code

Contact Phone Number

Cell

Home

Other: _____

Email Address

STEP 2. HOUSEHOLD INFORMATION

Housing Type (required):

Single-family dwelling Triplex Duplex Multifamily dwelling (5 units or more)
 Townhome Four-plex Manufactured or mobile home

Own or rent: Owner occupied Landlord Tenant

Year home was built:

Square footage:

My home is heated by: Natural Gas Electric Don't know

My water heating is: Natural Gas Electric Don't know

How did you hear about this program?

In-home or online audit Another customer Bill Insert Email Billboard
 Social media Utility newsletter Website Contractor/retailer Radio
 Other: _____

STEP 3. INCOME VERIFICATION

Please check your household size and corresponding income level:

GROSS HOUSEHOLD INCOME UP TO:			
	Family size	3-month	Annual
	1	\$8,494	\$33,975
	2	\$11,444	\$45,775
	3	\$14,394	\$57,575
	4	\$17,344	\$69,375
	5	\$20,294	\$81,175
	6	\$23,244	\$92,975
	For each additional member add	\$2,950	\$11,800

Please include one of the following with your application:

Copy of last year's tax return (preferred).

Pay stubs associated with the previous three (3) months.

For bi-weekly pay periods, please provide seven (7) pay stubs.

Unemployment statement and verification of unemployment statement.

HOUSEHOLD INFORMATION				
Household member	Relationship (spouse, dependent)	Age	Contributes to household income? (Y/N)	
1			Yes	No
2			Yes	No
3			Yes	No
4			Yes	No
5			Yes	No
6			Yes	No

STEP 4. CUSTOMER AUTHORIZATION

By signing this application, I agree to the Term and Conditions set forth on this application. I acknowledge that I am an authorized representative of the Minnesota Energy Resources and Rochester Public Utilities accounts and hereby grant my utility companies, Minnesota Energy Resources and Rochester Public Utilities, approval for the release of up to 24 months of usage and billing information that may include personally identifiable information, to a third party auditor that will perform a comprehensive audit. I also agree to the release by Minnesota Energy Resources and Rochester Public Utilities of any of its customer data, including personally identifiable information, to any contractor or other vendor providing services or support under this program.

I am willing to provide documentation to verify my income. **By completing this form, I understand and agree that if Health & Safety measures for my project exceed \$500, a co-pay of \$150 will be applied.** This co-pay will show on my Minnesota Energy Resources bill after the project is complete. I also understand that I may be responsible for the correction of any extraordinary issues/measures that arise should the funding for such corrections be exceeded.

I understand that all work is subject to inspection by Minnesota Energy Resources and Rochester Public Utilities and agree to allow access for these inspections to occur. **I have an obligation to inform Franklin Energy 30 days prior to a pending move. I understand that once contractors are assigned to my project, scheduling of improvements is between myself and the contractor. I understand if I am unable to keep my appointment and do not provide a 24-hour notice to the contractor, I am responsible for the cost of a no-show charge.**

I understand that I am not eligible to receive a rebate from another Minnesota Energy Resources or Rochester Public Utilities program for improvements completed through this program. I, the Customer, will hold harmless Minnesota Energy Resources and Rochester Public Utilities and its officers, directors, shareholders, agents, employees, and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arises out of my relationship with any contractor.

Signature:

Date:

(type first and last names in signature box)

STEP 5. PROPERTY OWNER INFORMATION AND AUTHORIZATION

In the event work needs to be contracted for by the property owner, I as the property owner understand and agree that when participating in a Minnesota Energy Resources and Rochester Public Utilities Energy Efficiency Program, I am solely responsible for the selection of any contractor that will perform work outside of the services provided by this program. All contractual arrangements are solely between myself and the contractor.

I agree that in order to participate in this program, I am responsible for 50% of the cost related to all weatherization improvements, heating/cooling, and water heating equipment replacements. In addition, I am responsible for 100% of the cost of health and safety measures installed, as well as, all extraordinary issues/measure corrections needed to perform weatherization and mechanical work.

In the event remediation work not covered by this program is required, I as the property owner, understand and agree that I will be responsible for the selection of the contractor performing the work and payment to that contractor. All contractual arrangements will be solely between myself and the contractor. I understand that all work is subject to inspection by Minnesota Energy Resources and Rochester Public Utilities and agree to allow access for these inspections to occur. If, I am not able to pay, I must undergo the same income verification procedure that is applied to applicants.

I, the property owner, will hold harmless Minnesota Energy Resource and Rochester Public Utilities and its officers, directors, shareholders, agents, employees, and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by myself that arises out of my relationship with any contractor.

Signature:

Date:

(type first and last names in signature box)

Phone number:

Email:

VERIFY THAT LANDLORD INCOME QUALIFIES, IF UNABLE TO PAY

Please check your household size and corresponding income level:

GROSS HOUSEHOLD INCOME UP TO:			
	Family size	3-month	Annual
	1	\$8,494	\$33,975
	2	\$11,444	\$45,775
	3	\$14,394	\$57,575
	4	\$17,344	\$69,375
	5	\$20,294	\$81,175
	6	\$23,244	\$92,975
	For each additional member add	\$2,950	\$11,800

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Pay stubs associated with the previous three (3) months.

For bi-weekly pay periods, please provide seven (7) pay stubs.

Unemployment statement and verification of unemployment statement.

STEP 6. SUBMIT COMPLETED APPLICATION

MAIL or EMAIL: **4U2 Program**
Minnesota Energy Resources & Rochester Public Utilities
755 Prior Ave. North, Suite 103B
St. Paul, MN 55104
4U2@franklinenergy.com



NEED HELP? **Minnesota Energy Resources**
Please call us at 800-872-0052, option 1
cashrebatesnow.com



Rochester Public Utilities
Please call us at 800-778-3421
customercare@rpu.org
A **CONSERVE & \$AVE**® program.

For Office Use Only. Not Used For Any Other Purposes

Customer Income Verification

Copy of last year's tax return (preferred).
Pay stubs associated with the previous three (3) months.
For bi-weekly pay periods, please provide seven (7) pay stubs.
Unemployment statement and verification of unemployment statement.

Date Verified: _____ By: _____

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Property Owner Income Verification

Copy of last year's tax return (preferred).
Pay stubs associated with the previous three (3) months.
For bi-weekly pay periods, please provide seven (7) pay stubs.
Unemployment statement and verification of unemployment statement.

Date Verified: _____ By: _____