



# Rebate Checklist & Requirements - HVAC & Weatherization

## Residential Energy Efficiency Program

Effective October 1, 2025

<b>Upgrade Measures</b>	<b>Requirements</b>	<b>SINGLE FAMILY HOME EXISTING</b>	<b>MANU-FACTURED HOME EXISTING</b>	<b>MULTI-FAMILY EXISTING</b>	<b>Submit the following paperwork to: <a href="mailto:EnergyServices@ci.Richland.wa.us">EnergyServices@ci.Richland.wa.us</a></b>
Heat Pump Conversion (Without PTCS)	Replaces Electric Forced Air Furnace Pictures of Existing Equipment AHRI @ 7.5 HSPF <sup>2</sup> / 14.3 SEER <sup>2</sup> Resistance Heat Set to ≤ 30°	\$1,250	\$1,250	Pre-Approval Required	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> Customer Invoice <input type="checkbox"/> Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> AHRI Certification <input type="checkbox"/> Balance Point Worksheet <input type="checkbox"/> Load Calculations <input type="checkbox"/> Pictures of Pre-Existing Eqpt. prior to install
Variable Speed (VS) Heat Pump Conversion (Without PTCS)	Replaces Electric Forced Air Furnace Pictures of Existing Equipment AHRI @ 7.5 HSPF <sup>2</sup> / 14.3 SEER <sup>2</sup> Resistance Heat Set to ≤ 30° VS or inverter driven by compressor	\$1,560	\$1,560	Pre-Approval Required	
Variable Speed (VS) Heat Pump Upgrade (Without PTCS)	Replaces Non-Variable Speed Heat Pump or Zonal Pictures of Existing Equipment AHRI @ 7.5 HSPF <sup>2</sup> / 14.3 SEER <sup>2</sup> Resistance Heat Set to ≤ 30° VS or inverter driven by compressor	\$600	\$600	Pre-Approval Required	
Ductless Heat Pump (Only one rebate per residence.)	Replaces Zonal Electric System or Electric Forced Air Furnace AHRI @ 7.5 HSPF <sup>2</sup> / 14.3 SEER <sup>2</sup>	\$920	\$920	Pre-Approval Required	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> Customer Invoice <input type="checkbox"/> Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> AHRI Certification <input type="checkbox"/> Pictures of Existing Eqpt.

### Home

- The word "Home" as used in this document refers to the electrically heated living space within the residence. It does not include attached garages, unheated basements and porch areas or outbuildings.

### Single Family

- Single-Family (SF) includes SF dwellings, townhomes (not condos) and buildings with four or fewer residences.
- Rebates are available at one or possibly more per residence. For example, homes that have two separately ducted heat pump systems qualify for 2 rebates when both systems are being replaced. Consult a City of Richland Energy Specialist for multiple rebate approval.

### Multi-Family

- Multi-family includes buildings with more than four residences and three or fewer stories. Pre-approval by RES is required.

Homeowner's Name: \_\_\_\_\_ Address: \_\_\_\_\_

<b>Weatherization Measures</b>	<b>Requirements</b>	<b>Single Family Home Existing</b>	<b>Manufactured Home Existing</b>	<b>Multi-Family Existing</b>	<b>Submit the following paperwork to: <a href="mailto:EnergyServices@ci.Richland.wa.us">EnergyServices@ci.Richland.wa.us</a></b>
Attic Insulation	Any electrically heated home ~ Existing Insulation R0 to R38	See rebate application	N/A	See rebate application	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> Customer Invoice <input type="checkbox"/> Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> Insulation Certificate <input type="checkbox"/> Contractor Warranty
Floor Insulation	Any electrically heated home ~ Existing Insulation R0 to R19	See rebate application	See rebate application	See rebate application	
Wall Insulation	Any electrically heated home. ~ Existing Insulation R0	See rebate application	See rebate application	See rebate application	
ENERGY STAR® Replacement Doors	Any electrically heated single family or manufactured home. Must replace an Uninsulated or substandard exterior door.	\$ 40	\$ 40	\$40	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> Customer Invoice <input type="checkbox"/> Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> ENERGY STAR Documentation & Pre-Condition
Replacement Windows ≤U - .30	Any electrically heated home. Must replace single-pane any frame, single-pane with storm, or double pane with metal frame.  Must be NFRC Certified weighted average of <U - .30	\$8 sf	\$8 sf	\$15 sf	<input type="checkbox"/> City of Richland Invoice <input type="checkbox"/> Customer Invoice <input type="checkbox"/> Rebate Application <input type="checkbox"/> Participation Agreement <input type="checkbox"/> U-Value documentation <input type="checkbox"/> Window Size documentation <input type="checkbox"/> Contractor Warranty <input type="checkbox"/> Manufacturer Warranty
Replacement Windows ≤U - .22	Any electrically heated home. Must replace single-pane any frame, single-pane with storm, or double-pane with metal frame.  Must be NFRC Certified weighted average of <U - .22	\$10 sf	\$10 sf	\$20 sf	

### **City of Richland Invoices**

Invoices billed to the City must reflect the following:

- The customer's name and address of install
- The total cost of each measure
- The total cost to the customer
- Separate line-item stating "Richland Energy Services Rebate" for each measure that has been credited to the customer. Include square footage for windows and insulation.

### **Customer Invoices (submit for Rebates only)**

Customer Invoices must reflect the following:

- The customer's name and address of install
- The total cost of each measure
- Separate line-item stating "Richland Energy Services Rebate" for each measure that has been credited to the customer
- The total cost to the customer

### **Customer Participation Agreement (submit for Rebates only)**

- Must be signed by the homeowner

### **Rebate Application (submit for Rebates only)**

- Weatherization measures on rebate application must detail pre- and post-insulation levels, existing window types (when bidding window replacements) and square footages. This is needed to satisfy BPA's energy audit requirement.