



Energy CENTS Coalition
CenterPoint Energy Low Income Rental Efficiency Program
Landlord Application

Dear Property Owner:

Thank you for your interest in CenterPoint Energy’s (CPE) Low Income Rental Efficiency Program, an energy conservation program for property owners renting to **income-eligible tenants**. CPE provides funding for the services and the program is administered by the Energy CENTS Coalition (ECC). ECC has administered energy conservation services for both Xcel Energy and CPE for over a decade.

The program offers a **FREE, no obligation** energy audit. An energy auditor will make recommendations about insulation levels and furnace, boiler, or water heater replacements. To participate in this program, landlords are required to contribute 50% of all costs for any additional insulation or energy-efficient HVAC equipment. All units must be occupied! Average, estimated costs are listed below. Please keep in mind that these are just estimates and that your property may not need all of the listed measures.

	Audit/Inspection (FREE TO HOMEOWNER)	Weatherization (Insulation, Air Sealing, Health/Safety Measures)	Furnace/Boiler	Water Heater
Single Family	\$350	\$3,000	\$3000-5000 each	\$1600 each
Duplex	\$650	\$4,000	same	same
Triplex/Fourplex	\$950	\$6,000	same	same

Funds for this program are very limited and services are offered on a first-come/first-serve basis.

To qualify for the program, at least half of the tenants residing in each of your properties must meet the following income guidelines. **Proof of tenant income is required** *unless* tenants received a grant from the Energy Assistance Program within the last two years.

Please see the information below for the tenant income-eligibility guidelines.

Household Size	3 Month	Annual
1	\$6,135	\$24,541
2	\$8,023	\$32,092
3	\$9,910	\$39,643
4	\$11,798	\$47,194
5	\$13,686	\$54,745
6	\$15,574	\$62,296
7	\$15,928	\$63,712
8	\$16,282	\$65,128
9	\$16,636	\$66,544
10	\$16,989	\$67,959

If your property qualifies for these services (tenants are low-income), the next steps include:

- 1) Returning the tenant applications. **All** tenants in each property **MUST** complete the enclosed applications (we must have their permission to obtain natural gas usage information from CenterPoint). Each tenant must provide CenterPoint Energy AND Xcel Energy Account Numbers. Tenants must provide income information. If they have not received Energy Assistance, tenants must also provide proof of income (tax returns, paycheck stubs, public assistance award letters, etc.). The tenant must sign the form.
- 2) Once we receive all completed applications, we will determine if the gas usage is high enough to warrant an energy audit (**this usually takes two to three weeks**).
- 3) Staff from the Neighborhood Energy Connection will contact you to schedule your free energy audit.
- 4) We will provide you with a list of the auditor's recommended energy improvements and send you an agreement for your contribution (50%) to all agreed upon conservation measures (**this usually takes two weeks after the audit is complete**).
- 5) Once we receive your contribution for the HVAC and insulation measures, both contractors will contact you directly (HVAC work will be done first) to schedule the work.
- 6) After the work is completed, staff from the Neighborhood Energy Connection will contact you to schedule a post-inspection to ensure the quality of the work that was performed.

Please have a tenant from each unit fill out the enclosed application from each property with any needed income verification and return to:

Energy CENTS Coalition
823 E. 7th St, St. Paul, MN 55106
Attention: Brenda Franklin

Feel free to contact Brenda with any questions at 612-991-3155 or brenda@energycents.org

Sincerely,

Energy CENTS Coalition

**PROPERTY OWNER APPLICATION FOR
CENTERPOINT ENERGY LOW-INCOME RENTAL EFFICIENCY PROGRAM**

Property Owner Information

Name	
Mailing Address	
Phone	
Email	
Best Way to Contact	

Rental Property Information: Please provide the following information for each of your rental properties. Please indicate if any of the properties are Section 8 certified.

Street Address/City	Section 8 (Y/N)	Number of Units	Year Built	Furnace Age(s)	Water Heater Age(s)	Insulated in last 10 years? (Y/N)

Additional Eligibility Information

Do you pay the CenterPoint gas bill for any of your rental properties? (Y/N) If yes, at which property?
Do you reside in any of your rental properties? (Y/N) If yes, at which property?
How did you hear about our program?

By signing this document, I agree to allow the Energy CENTS Coalition to obtain my account information from CenterPoint Energy and to share that information with other organizations and vendors that provide energy conservation and other relevant services. I verify that, to the best of my knowledge, all information on this application is correct.

Signature _____ **Date** _____