



170 N. Main  
Logan, UT 84321  
(435)752-7242

# WEATHERIZATION

Home Performance Since 1972



Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_ Job #: \_\_\_\_\_ (OFFICE USE ONLY)

## Weatherization Application Checklist

### Weatherization Application:

- Application for Home Weatherization Completed and Signed
- Household Income Statement -----  N/A - HEAT Qualified within last 12 months

### Utilities:

- Weatherization Utility Release Form
- Dominion Release Authorization  N/A - Not A Dominion Customer
- RMP Release Authorization  N/A - Not A Rocky Mountain Power Customer

### Health & Safety:

- Occupant Pre-Existing or Potential Health Condition Screening **and**
- ASHRAE Approval

### Home Ownership (Provide Applicable Option)

- Property Tax Notice or Recorded Deed **or**
- Mobile Home Title (Must be in Applicants Name) **or**
- Income Property Owner Weatherization Agreement **or**
- Declaration of Ownership (Lease to Own, Family Owned, Trust Owned)

### HEAT Eligibility: (Recommended)

- Current HEAT Client (Approval Date: \_\_\_\_\_)

### Non-HEAT Approved:

- Copy of the **Social Security Card** for all members of the household
- Proof of Income**
  - Previous months paystubs for all those 18-years of age and older living in the home **and/or**
  - Current yearly benefit/award letter from the Social Security Office **and/or**
  - Household Income Deficit Statement for anyone 18-years and older without income **or**
- Proof of Age - All birthdates must be provided and legible on the application
- Proof of Disability (If Applicable)

Question/Concerns:

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### To Submit You Application or Contact Us with Questions:

Bear River Assoc. of Gov  
Weatherization  
170 N. Main  
Logan, UT 84321

Phone: (435)752-7242  
Email: weatherization@brag.utah.gov



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## Application for Home Weatherization

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Head of Household: \_\_\_\_\_  
First Middle Last

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Secondary #: \_\_\_\_\_ Email: \_\_\_\_\_

The Home to be Weatherized is:

Owner Occupied:  Title is recorded in the name of: \_\_\_\_\_

Rented:  Landlord Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

(A signed Landlord Agreement **MUST** be included if the application is for a rented or leased dwelling) Email: \_\_\_\_\_

Date of construction if known: \_\_\_\_\_

Does the dwelling have a remodel or other rehabilitation in progress?: ----- Yes  No

Does this household contain members that are Native Americans? (for federal reporting) Yes  No

Is this home located on Tribal Lands? (if yes, ownership is not required)----- Yes  No

Total number of people living at the above residence: \_\_\_\_\_

All Household Member Names (First & Last)	Date of Birth (mm/dd/yyyy)	Age	Gender	Relationship to Applicant	Social Security #	U.S. Citizen Y/N	Disabled Y/N	Income Y/N
*Head of Household (Listed Above)				Self				

**List additional household members on a separate sheet of paper.**

This application is for a home Weatherization grant for low-income households and is funded by the U.S. Department of Energy, U.S. Department of Health & Human Services, Rocky Mountain Power, and Dominion Energy. Proof of income must be included with your application (see attached instructions). Income from all sources must be calculated before taxes and deductions. All household members must submit a copy of their social security card with this application; unless you have been approved for the HEAT program.

I hereby give permission to the administering local agency, the State of Utah, U.S. Department of Energy, Rocky Mountain Power, and Dominion Energy to inspect the real property I occupy in order to determine weatherization needs, complete the weatherization work, and after weatherization, verify the work and its effectiveness in meeting program goals.

My signature below certifies the information given in the entirety of this application is correct to the best of my knowledge. In addition, it authorizes the release of income and utility usage records to the administering agency and the State of Utah. I authorize employers, and government agencies, (Soc. Sec. Admin, Veterans Admin, Welfare Programs, etc.) to provide information concerning the income statement above. Where applicable I grant my permission for Rocky Mountain Power to pay the state of Utah for the installation of approved measures and administrative services in the dwelling I occupy, described above. I acknowledge that I have received a copy of the Privacy Act.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Intake Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Editor Approval: \_\_\_\_\_ Date: \_\_\_\_\_



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## Household Income Statement

(Only Needed **IF NOT** HEAT Qualified)

Please provide as much information as you are able about the household's income. We will not accept any applications that are missing the income portion completely (unless HEAT qualified) and accurately filled out.

Type of Employment (employed or self-employed)	Name of Recipient	Dates Paid	Gross Amount	Pay Frequency (weekly, bi-weekly, twice-monthly, monthly)

Type of Unearned Income (See Examples Below)	Name of Recipient	Dates Paid	Gross Amount	Pay Frequency (weekly, bi-weekly, twice-monthly, monthly)

### Unearned Income Examples

Social Security (SSI) Social Security (SSA), Unemployment, Pension, Retirement, Veterans Benefits, Workers Compensation, Alimony, Annuity Payment, Cash Welfare Payment, Disability Payments (reoccurring), Dividends, Gambling/Lottery Winnings, Military Payments (non-combat), Severance Pay (non-lump payment)

## AUTHORIZATION TO RELEASE CUSTOMER UTILITY INFORMATION

Applicant Name: \_\_\_\_\_

Application Number: \_\_\_\_\_

**This Form Authorizes** the Utah Weatherization Assistance Program to request and receive billing and utility consumption information for the property listed below, from the specified Utility Provider(s). This information will be used to determine applicants energy burden and to measure the effectiveness of the Weatherization Assistance Program. This form must be signed by the Account Holder or Customer of Record for each Utility listed

Physical Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Unit or Apt #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Information Specified

This authorization provides the Utah Weatherization Assistance Program, the right to request and receive information regarding billing history\* and all meter usage data used in the billing calculations from the Utility Provider(s) listed herein for the specified account (\*billing history does not include the payment history or notices of discontinuation of service).

### Duration

I authorize the Utility Provider(s) to provide the specified information for the period beginning twelve (12) months prior to the account holder date of execution of this authorization, and ending twelve (12) months after the completion of Weatherization Assistance, which completion is documented by the Weatherization Assistance Program's Final Inspection and Partnership Agreement.

### Release of Account Information

I authorize the Utility Provider(s) to release the designated information to the Utah Weatherization Assistance Program. I hereby release, hold harmless, and indemnify the Natural Gas Provider and the Electricity Provider from any liability, claims, demands, causes of action, damages, or expenses resulting from: any release of information to the Weatherization Assistance Program pursuant to this authorization; the unauthorized use of this information by the Weatherization Assistance Program; and any actions taken by the Weatherization Assistance Program pursuant to this authorization.

#### NATURAL GAS RELEASE

Natural Gas Provider: \_\_\_\_\_

Name of Account Holder: \_\_\_\_\_

Service Agreement #: \_\_\_\_\_

Account #: \_\_\_\_\_

I authorize the Natural Gas Provider listed above to release the designated information to the Utah Weatherization Assistance Program as specified herein.

Account Holder

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### ELECTRICITY RELEASE

Electricity Provider: \_\_\_\_\_

Name of Account Holder: \_\_\_\_\_

Account #: \_\_\_\_\_

I authorize the Electricity Provider listed above to release the designated information to the Utah Weatherization Assistance Program as specified herein.

Account Holder

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Authorization to Release Customer Information to a Third Party Agent



This is a legal binding contract. This form must be signed by the account holder or authorized agent for the account holder (such as CFO or City Manager).

Account:

Service Address:

I, \_\_\_\_\_ of the above referenced account located at \_\_\_\_\_  
CUSTOMER NAME OR AUTHORIZED AGENT ADDRESS

do hereby authorize Questar Gas Company ("Dominion Energy") to release the designated information below

To \_\_\_\_\_  
THIRD PARTY NAME/COMPANY

To \_\_\_\_\_  
THIRD PARTY NAME/COMPANY

This authorization provides the right to the designated Third Party Agent to request information regarding the items initialed below:

- \_\_\_\_\_ Billing History (not including payment history or discontinuation of service) and all meter usage data used in the billing calculations of the specified account
- \_\_\_\_\_ All meter usage data relating to the specified account
- \_\_\_\_\_ A copy of the bills on the specified account mailed to the third party
- \_\_\_\_\_ Deliver copies of any notices regarding termination of my natural gas service

This authorization will remain in full force and effect until date of \_\_\_\_\_. *If unspecified, this authorization will be limited to a one-time request.*

I, \_\_\_\_\_ declare that:

- I am authorized to execute this document on behalf of the account record
- I have the authority to financially bind the Customer Record
- I am granting the Third Party Agent(s) listed above the right to request the release of specified account information

I understand that Dominion Energy reserves the right to verify any and all information provided pursuant to this authorization before releasing customer data to the Third Party Agent.

I hereby release, hold harmless, and indemnify Dominion Energy from any liability, claims, demands, and causes of action, damages, or expenses resulting from: any release of information to the Third Party Agent pursuant to this authorization; the unauthorized use of this information by the Third Party Agent; and any actions taken by the Third Party Agent pursuant to this authorization.

Customer Signature: \_\_\_\_\_

Customer Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

I, Third Party Agent, hereby release, hold harmless, and indemnify Dominion Energy from any liability, claims, demands, causes of action, damages or expenses resulting from the use of customer information obtained pursuant to this authorization and from the taking of any action pursuant to this authorization.

Third Party Agent Signature: \_\_\_\_\_

Third Party Agent Company: \_\_\_\_\_

Third Party Agent Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Usage and/or Billing History Information Release Form

Return completed forms to:

Email – BillingUsageRequests@pacificorp.com

Mail – Rocky Mountain Power C/O Billing Usage Requests PO Box 25308 Salt Lake City, UT  
84125-0308

Fax – 1-800-842-8458

Customer Name: \_\_\_\_\_

Address (include apartment, if applicable): \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_

State and Zip: \_\_\_\_\_

Customer Account Number(s): \_\_\_\_\_

Authorizing release of (initial one box only):

- Both Usage History and Billing Information – Requestor may request and receive monthly kWh consumption and billing history for the proceeding 12-month period from the date of each request.
- Billing Information only – Requestor may request and receive billing history for the proceeding 12-month period from the date of each request.
- Usage History only – Requestor may request and receive monthly kWh consumption for the proceeding 12 month period from the date of each request.
- Other (Please specify) \_\_\_\_\_

Released information to be used for (initial all that apply):

- HUD utility analysis and/or allowances
- Weatherization
- Other (Please specify) \_\_\_\_\_

**I (CUSTOMER) AUTHORIZE THE RELEASE OF MY ACCOUNT INFORMATION ON THE FOLLOWING BASIS\* (initial one box only):**

- One-time authorization only (limited to a one-time request for information specified above at the time of receipt of this Authorization).
- One year authorization - Requests for information specified above will be accepted and processed each time requested within the twelve-month period from the date of execution of this Authorization.
- Authorization is given for the period commencing with the date of execution until \_\_\_\_\_ (Limited in duration to three years from the date of execution.) Requests for information specified above will be accepted and processed each time requested within the authorization period specified herein.

\*If no duration is specified, authorization will be limited to a one-time release.

Comments: \_\_\_\_\_  
\_\_\_\_\_

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**CUSTOMER, PLEASE READ BEFORE SIGNING:**

- The Usage History and/or Billing Information Release Form provides our customers a mechanism to authorize Rocky Mountain Power to share data with specified third parties.
- Rocky Mountain Power is committed to safeguarding customer information. We will not share customer account or energy usage data with third parties unless authorized by the customer.
- The attached release form enables Rocky Mountain Power to track the type of information a customer wishes to share with a third party and for how long.
- Rocky Mountain Power can and will revoke releases upon customer request at any time.
- Any alterations to this authorization form after it's been executed by the Rocky Mountain Power customer will render the form null and void.

Authorization:

I (Customer), by signing below authorize PacifiCorp, doing business as Rocky Mountain Power ("PacifiCorp"), to release kilowatt-hour consumption data and/or billing information corresponding to the account(s) identified above to the party listed below. I hereby waive any claims against PacifiCorp arising out of or in any manner related to the release of such consumption, usage, and billing information.

I understand that I may cancel this authorization at any time by submitting a request in writing to PacifiCorp. Such cancellation will not be valid if action was already taken.

Release Information To: \_\_\_\_\_

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**REQUESTOR, PLEASE PRINT ENTITY NAME AND READ BEFORE SIGNING:**

\_\_\_\_\_ (Third Party Requestor), hereby releases, holds harmless, and indemnifies the Utility from any liability, claims, demand, causes of action, damages, or expenses resulting from the use of customer information obtained pursuant to this authorization and from the taking of any action pursuant to this authorization, including rate changes.

Entity / Company  
Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone  
Number: \_\_\_\_\_

Email address: \_\_\_\_\_

# Occupant Pre-Existing or Potential Health Condition Screening

Client Name

Address to be Weatherized

During the weatherization process your household will be exposed to materials and equipment that may pose a risk to their health and safety. Common weatherization measures may include work on: air sealing, insulation, windows, doors, HVAC and ventilation equipment. Known hazards are similar to those found in a construction environment such as exposure to power tools, excessive noise, dust, temporary odors, etc.

Below is a list of Known Risks associated with having your home Weatherized:

**Materials w/ potential allergens:**

- Spray Foams
- Caulking
- Adhesives
- Latex
- Duct mastic
- Plastics
- AC Refrigerants
- Insulations

**Common Weatherization Risks:**

- Exposure to Power Tools
- Disturbance of Mold
- Temporary debris
- Dust
- Noise
- Odors

**Do you or any member of your household have any known, or suspected, health concerns that could be made worse by exposure to any of the materials or risks listed above?**

No

Yes

If Yes, please describe your concerns below:

*A member of our staff will discuss any concerns listed during the initial home assessment (Home Energy Audit) and will work with you to develop a plan to minimize risks.*

If you have any health or safety concerns during the weatherization process please contact us:

Bear Rier Assoc. of Gov!  
Weatherization  
170 N. Main  
Logan, UT 84321

Phone: (435)752-7242!

Email: [weatherization@brag.utah.gov](mailto:weatherization@brag.utah.gov)

I am aware of the risks associated with weatherization.  
I have carefully read and accurately answered the questions above:

Client Signature

Date

## OCCUPANT HEALTH RISK PREVENTION PLAN *To be filled out by Agency when plan to prevent risk is needed*

To prevent the following Health risk(s):

The Weatherization Agency will:

The Client will:

Notes:

*I agree to follow the instructions listed in this Health Risk Prevention Plan*

Client Signoff:

Date

Agency Rep Signature *(person collecting form)*

Date



## ASHRAE APPROVAL

Dear Weatherization Client:

In 2011 the American Society of Heating Refrigeration Air Conditioning Engineers (ASHRAE) concluded a study concerning healthy homes. Their recommendations to the Department of Energy (DOE) dealt with the indoor air quality of homes that are weatherized using DOE funds. The conclusions apply to both single-family homes and multi-family structures of three stories or fewer above grade, including modular or manufactured homes. The study is only concerned with indoor air quality, not energy efficiency.

Part of the weatherization includes testing such appliances as your furnace and water heater, as well as the general air circulation of your home. ASHRAE requires that the air supply be at a certain level not only for your health as an individual, but will also help to reduce the problems of mold and other indoor air contaminants that cause poor health.

If your home is tested and found to have inadequate air supply based on the ASHRAE 62.2 standards, it may be necessary for our crew to install a continuous exhaust fan in your home. This fan will run at all times. Please understand that this is a requirement of the Department of Energy. Beginning August 15, 2012, for your health and safety we will follow this standard. Your energy auditor will be able to provide you with a determination of the expected cost of operating this fan.

If your home is determined to be one that requires this fan, we must install it or we will be unable to perform any weatherization work on your home. To that end, we need your signature below to verify you understand that this fan must be installed for your health and safety and that you give your approval for us to do so. If you decline to give your approval, we will have no alternative but to cancel any weatherization activities in your residence.

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I understand that the ASHRAE 62.2 standards may affect my home and require that a continuous operating exhaust fan may be necessary for my health and safety. I confirm that:

I Do  I Do Not approve of the installation of a continuous operating exhaust fan for the health and safety of my household.

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Client Signature

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Date

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Printed Name

**U.S. Department of Energy**

**OMB Approved No.  
38- R0198**

## **PRIVACY ACT**

### **Privacy Act Provisions**

Under section 3(e)(3) of the Privacy Act 1974, 5 USC 552a(e)(3), each agency that maintains a system of records shall inform each individual from whom it solicits information of the authority which permits the solicitation of the information; whether disclosure is voluntary; the principal purpose for which the information is intended to be used; the routine uses which may be made of the information; and the consequences, if any, resulting from failure by the individual to provide the requested information. This statement is required by the Privacy Act to be furnished prior to the collection and use of the information requested on the application for weatherization. You may retain this statement for your records.

### **Program Authority**

The specific authority for the maintenance of weatherization client information is sections 416 and 417 of the Energy Conservation and Production Act, Pub. L. 94-385. These sections direct the U.S. Department of Energy (DOE), which is a sponsor of this program, to monitor the effectiveness of this program, and to require a weatherization agency implementing this program to keep records for DOE monitoring.

The State of Utah Weatherization Assistance Program is the recipient of weatherization funds from both DOE and the Dept. of Health and Human Services, and is required by 10 CFR 440 to document the eligibility of every dwelling unit weatherized and to maintain records for program monitoring and evaluation.

### **Voluntary Disclosure**

Your responses to the request for information on the Weatherization Assistance Application, Authorization for Release of Information form, and Fuel Information form are entirely voluntary.

### **Principal Purpose of Information**

The information will be used by the local weatherization agency to implement the weatherization program. It will be used by DOE to monitor the effectiveness of the program.

### **Routine Uses**

The information, which you provide, will be used in monitoring and evaluating the effectiveness of the weatherization program. In addition, the information may be used in investigative, enforcement, or prosecutorial proceedings.

### **Effects of Not Providing Information**

Should you decline to provide the information requested on the Application form, your dwelling cannot be considered for weatherization assistance. However, you need not sign the Fuel Information Release form in order to be considered for weatherization assistance.