

Home Energy Score Partner Implementation Template

Version: 07/14/2020

Instructions:

1. Be as specific and detailed as possible in your responses.
2. Use this template to describe how you will deliver Home Energy Score over the next 12- 24 months
3. All fields should be completed.

PARTNER INFORMATION

Name of Organization:

Staff Lead for Home Energy Score:

Name: _____ *Organization:* _____
City: _____ *State:* _____ *Phone:* _____
Email: _____

Partner Organization serves as:

Program Sponsor Program Implementer Other:

Organization type: State government Implementation contractor
 Local government Non-profit organization
 Utility Other:

Funding source: System benefit charge Grants
 Rate recovery Fiscal budget
 Market-based Other:

Provide information about the length and source of funding for your proposed effort.

Implementation contractor (if applicable and different from Partner Organization):

Name: _____ *Organization:* _____
City: _____ *State:* _____ *Phone:* _____
Email: _____

Provide numeric goals for the following (*1st quarter of implementation, not calendar year):

	Total for 12 months	1 st Quarter*	2 nd Quarter	3 rd Quarter	4 th Quarter
Home Energy Scores completed					
Assessors trained					
Conversions from Score to energy improvement job					
Other (please specify)					

PARTNER'S EXISTING MARKET AND PROGRAMS

1. What is your organization's current customer base and market area? (e.g., number of homes served, locations served)

2. What do your current residential energy efficiency programs entail?

3. What software, if any, do you use to audit or assess homes today?

IMPLEMENTING HOME ENERGY SCORE

1. How do you plan to integrate the Home Energy Score into your existing programs?
(Please provide detailed information. For example, will Home Energy Score be offered to all existing customers, some of them, on a first come/first served basis, etc.?)

2. Do you plan to utilize the Application Programming Interface (API) to integrate the Home Energy Scoring Tool with the software tool you're currently using or another tool?

3. Where do you plan to offer Home Energy Score? (e.g., Chicago metropolitan area, New York)

4. Are there any specific groups you plan to target? Exclude? (e.g., income qualified, utility customers, city residents, etc.)

5. When do you plan to begin providing the Home Energy Score?

6. How many certified contractors/auditors have you identified to provide the Home Energy Score? If you need additional Assessors, how will you recruit them?

7. What incentives, if any, will you offer to motivate contractors to provide Home Energy Scores?

8. What is the pricing structure for the Home Energy Score program? (e.g., will the homeowner be charged for the Score? Will the Assessor be charged to deliver the Score?)

9. Do you plan to set a price for providing the Home Energy Score or will this be contractor-driven? If the former, what price do you plan to set?

10. How and when will you deliver the score and supplemental information? (e.g., at the home assessment, by email, by mail, within 2 weeks of assessment)

11. What if any follow-up do you plan to do with customer after the home is scored?

12. Does your program currently provide customers with an energy efficiency report? If yes, how do you plan to integrate the Home Energy Score report with your existing report?

MARKETING HOME ENERGY SCORE

1. How and how often will you market the Home Energy Score to homeowners?

2. Will you market the Home Energy Score to other stakeholders? (e.g., realtors, appraisers, home inspectors, other) If so, how?

QUALITY ASSURANCE & ASSESSORS

1. How will you fulfill the program's Quality Assurance requirements to re-score 5% of the homes by a third party? Who will rescore those homes?

2. Rescored homes need to be selected randomly. How will you ensure random selection?

3. Will you review the Home Energy Scores generated by your Assessors? If yes, how?

4. How and how frequently will you stay in contact with your Assessors?

5. How will you meet the requirement of a mentor accompanying new Assessors on their first Home Energy Score session?

PROGRAM EVALUATION

1. How will you evaluate the program?

2. Will you evaluate customer satisfaction and/or the effect of Home Energy Score on homeowner action?
If yes, how?

ADDITIONAL COMMENTS (optional)

Please provide any additional information you think would be useful.

NEXT STEPS

Submit your plan to <mailto:HomeEnergyScore@ee.doe.gov> with your Partner name in the subject line and file name with the date, e.g. Implementation Plan Missouri West 4-12-12. A Home Energy Score Account Manager will get in touch with you to discuss the Implementation Plan and will work with you to refine it as needed.