



**City of Ellensburg Electric Utility**  
**Residential Energy-Efficiency Program**  
**HVAC, Electric Water Heating, & Weatherization**  
**Measure Contractor Checklist**

Submit all paperwork to: [coppockj@ci.ellensburg.wa.us](mailto:coppockj@ci.ellensburg.wa.us)

Pre-Approval Required for all Measures

Ducted Heat Pump Measures	Specification for Eligibility	Available Rebate		Required Paperwork
PTCS or Prescriptive Duct Sealing	Pre-existing or new ducts– electric forced air furnace or heat pump system with at least 30% of ducts outside thermal envelope.	Manufactured Home (existing)	\$200	<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> PTCS Site Registry Measure ID reflecting BPA Approved <input type="checkbox"/> Final Invoice
		Single-Family (existing)	\$250	
Air Source Heat Pump	<b>PTCS</b> Upgrade from heat pump, zonal or non-electric heat to Air Source Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & certified.	\$500		<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> PTCS site registry Measure ID reflecting BPA Approved status ( <i>except non- PTCS Measures</i> ) <input type="checkbox"/> AHRI Certificate <input type="checkbox"/> Final Invoice
	<b>PTCS</b> Heat Pump Conversion from Electric Forced-Air Furnace to a high-efficiency Air Source Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & certified.	\$1,400		
	<b>Non-PTCS</b> Heat Pump Conversion from Electric Forced-Air Furnace to a high-efficiency Air Source Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & certified.	\$800		
Variable Speed Heat Pump.	<b>PTCS</b> Upgrade from heat pump, zonal or non-electric heat to Variable Speed Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & Certified.	\$700		<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> PTCS site registry Measure ID reflecting BPA Approved status ( <i>except non- PTCS Measures</i> ) <input type="checkbox"/> AHRI Certificate <input type="checkbox"/> Final Invoice
	<b>PTCS</b> Heat Pump Conversion from Electric Forced-Air Furnace to high-efficiency Variable Speed Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & Certified.	\$1,600		
	<b>Non-PTCS</b> Heat Pump Conversion from Electric Forced-Air Furnace to high-efficiency Variable Speed Heat Pump Rated as having at least 9.0 HSPF and 14 SEER & AHRI-tested & Certified.	\$1,000		

Ductless Heat Pump Measures	Specification for Eligibility	Available Rebate	Required Paperwork
Ductless & Ducted Mini-Split Heat Pumps*	Existing single-family or manufactured homes: Pre-condition zonal electric heat or electric forced-air furnace. <i>Note: includes new manufactured homes once onsite for occupancy.</i> Minimum of 9 HSPF.	\$800	<input type="checkbox"/> Installed by a Participating installer <input type="checkbox"/> AHRI Reference Number # <input type="checkbox"/> Final Invoice

\*For Multifamily (Five or more dwelling units within the same structure) Contact Utility



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Thermostat Measures	Starting Condition	Requirements	Available Rebate	Required Paperwork to be Submitted
Advanced Smart Thermostat	Primary heat source must be electric forced-air furnace or air source heat pump or ground source heat pump	<input type="checkbox"/> Be on BPA's Smart Thermostat Qualified Products List <input type="checkbox"/> Have Occupancy Detection Set to on <input type="checkbox"/> Be Set to the Geographic Location where Thermostat is Located	<b>\$140</b>	<input type="checkbox"/> Smart Thermostat Application <input type="checkbox"/> Final Invoice Showing: <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost</li> <li><input type="checkbox"/> Purchase Date</li> <li><input type="checkbox"/> Model and Quantity Installed</li> </ul>

Water Heating Measures	Starting Condition	Single-Family/Manufactured (existing)	Multifamily* (existing)	Required Paperwork to be Submitted
Unitary Heat Pump Water Heater	40 Gallon	<b>\$600</b>	Contact Utility	<input type="checkbox"/> HPWH Application <input type="checkbox"/> Listed on BPA's HPWH Qualified Products List (QPL) <input type="checkbox"/> Final Invoice Showing: <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost</li> <li><input type="checkbox"/> Purchase Date</li> <li><input type="checkbox"/> Model</li> </ul>
	Tier 1 – 50 gallon and above	<b>\$300</b>	Contact Utility	
	Tier 2 or Tier 3 – 50 gallon and above	<b>\$600</b>	Contact Utility	
	Tier 4 – 50 gallon and above	<b>\$700</b>	Contact Utility	
Split-System Heat Pump Water Heater*	Split-System Heat Pump Water Heater – Any size tank	<b>\$800</b>	Contact Utility	

\* Five or more dwelling units within the same structure that is no more than three stories high.

Air Sealing Measures	Home Type	Available Rebate	Required Paperwork
Prescriptive Air Sealing	Site Built or Manufactured Home <i>(Attic and/or crawlspace)</i>	<b>\$0.08</b> /Square Foot of attic/crawlspace	<input type="checkbox"/> Rebate Application <input type="checkbox"/> Final Invoice <input type="checkbox"/> Copy of Installation Certificate
Whole House Air Sealing	Site Built Home	<b>\$0.20</b> /CFM Reduction	
	Manufactured Home	<b>\$0.25</b> /CFM Reduction	



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Exterior Doors	Pre-existing conditions:	Final Insulation Level	Site Built and Manufactured Rebates	Multifamily* Rebates	Required Paperwork
Exterior Door Replacement	Replacement must be ENERGY STAR Certified: Replacing a substandard exterior door.	\$40	\$40	\$40	<input type="checkbox"/> Rebate Application <input type="checkbox"/> Copy of NFRC Sticker with <b>ENERGY STAR</b> Rating <input type="checkbox"/> Final Invoice or purchase receipts (self-installed)

\* Five or more dwelling units within the same structure that is no more than three stories high.

Site Built Home Insulation Measures	Starting Insulation Level	Final Insulation Level	Available Rebate	Required Paperwork
Attic Insulation	R-0 to R-10 existing	R-38 or Greater	\$2.30/Square Foot	<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> Final Invoice <input type="checkbox"/> Copy of Installation Certificate
	R-11 to R-18 existing	R-38 or Greater	\$1.05/Square Foot	
	R-19 existing	R-38 or Greater	\$0.30/Square Foot	
Floor Insulation	R-0 to R-10 existing	R-19 or Greater	\$0.90/Square Foot	
	R-0 to R-10 existing	R-25 or Greater	\$1.05/Square Foot	
Wall Insulation	No insulation existing	R-11 or greater	\$2.00/Square Foot	

Manufactured Home Insulation Measures	Starting Condition	Finished Condition	Available Rebate	Required Paperwork
Attic Insulation	R-0 to R-11 existing	R-22 or Greater	\$0.90/Square Foot	<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> Final Invoice <input type="checkbox"/> Copy of Installation Certificate
Attic Insulation	R-11 to R-18 existing	R-30 or Greater	\$0.45/Square Foot	
Floor Insulation	R-8 to R-11 existing	R-22 or Greater	\$0.60/Square Foot	
Floor Insulation	R-0 to R-7 existing	R-22 or Greater	\$0.90/Square Foot	
Wall Insulation	N/A	N/A	N/A	



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Multifamily Weatherization Measures	Starting Condition	Final Condition	Available Rebate	Required Paperwork
Attic Insulation	R-0 to R-11 Existing	R-38 or Greater	\$1.35/Square Foot	<input type="checkbox"/> Signed Rebate Application <input type="checkbox"/> Final Invoice <input type="checkbox"/> Copy of Installation Certificate
Attic Insulation	R-0 to R-11 Existing	R-19 or Greater	\$1.05/Square Foot	
Attic Insulation	R-11 to R-19 Existing	R-38 or Greater	\$0.45/Square Foot	
Floor Insulation	R-0 to R-11 Existing	R-30 or Greater	\$2.16/Square Foot	
Floor Insulation	R-0 to R-11 Existing	R-19 or Greater	\$1.83/Square Foot	
Floor Insulation	R-11 to R-19 Existing	R-30 or Greater	\$0.33/Square Foot	
Wall Insulation	No insulation existing	R-11 or Greater	\$2.00/Square Foot	

Multifamily HVAC Measures	Starting Condition	Final Condition	Available Rebate	Required Paperwork
Package Terminal Heat Pump (PTHP)*	Space Conditioned by PTAC or Zonal Electric Heat.	New PTHP with AHRI Certificate	\$200/PTHP	<input type="checkbox"/> Rebate Application <input type="checkbox"/> Contractor Final Invoice <input type="checkbox"/> Cost <input type="checkbox"/> Purchase Date <input type="checkbox"/> Copy of AHRI Certificate
All other HVAC	Electric Heat	Contact Utility	Contact Utility	

\*Available for five or more dwelling units within the same structure. Includes buildings over three stories high.

**Note: Always check-in with utility before installation to ensure funding is still available.**

- **Single-Family:** Includes buildings with four or fewer residences. Incentives only eligible in electrically heated homes within the heated living space. It does **NOT** include attached garages, unheated basements & porch areas, or outbuildings.
- **Low Rise Multifamily:** Five or more dwelling units within the same structure that is no more than three stories high.
- **Mid/High Rise Multifamily:** Five or more dwelling units within the same structure that is more than three stories high.
- **Rebate Application:** Pre and Post documentation of measures & rebate application form completed entirely; signed by homeowner & contractor.
- **Final Invoice must include:**
  1. The customer's name & address of installation.
  2. Order or purchase date.
  3. The total cost of each measure installed.

**RESOURCES:**

[PTCS HOME PAGE](#)

[BPA EE RESIDENTIAL SECTOR](#)

[COMFORT READY HOME CONTRACTOR INFOHUB](#)