



## Fuel Switching Incentive Program

### Program Information and Agreements for Prospective Applicants

#### 1. PROGRAM DESCRIPTION

The Energy Smart Eastside program is a program jointly funded and managed by the cities of Bellevue, Kirkland, Redmond, Issaquah, and Mercer Island to support households in those communities in installing energy efficient ducted or ductless heat pumps, to reduce their energy use, utility bills, and greenhouse gas emissions. The program offers a range of incentives for residents in the five participating communities, based on income levels and current heating fuel sources.

Energy Smart Eastside offers funds to cover two types of heat pump installation: (a) the **Boost Program** covers 100% of installation costs for households with low-income (see Table 1 for monthly income summary); and (b) the **Fuel Switching Incentive Program** is available for households with moderate income and provides instant rebates for qualifying products of \$1500, plus manufacturer rebates for eligible products to help property owners use sustainable heating and cooling solutions. **This guidance document is for the Fuel Switching Incentive Program only.** The Boost Program guidance document can be accessed [here](#).

Eligibility for the Fuel Switching Program is limited to: (1) residents in Bellevue, Kirkland, Mercer Island, and incorporated Redmond and Issaquah; (2) with a household income at or below 150% of the King County AMI for the Fuel Switching Incentive Program (see Table 1 below); and (3) who otherwise satisfy all other eligibility requirements including product requirements.

#### 2. APPLICATION DEADLINE

Fuel Switching Program applications opened in May 2023 and are accepted on a rolling basis until funds are no longer available.

#### 3. EXPIRATION OF PROGRAM

The Energy Smart Fuel Switching Program will run until funding is no longer available. As of May 2023, approximately \$475,000 is available for the Fuel Switching Incentive Program across the five cities. Additional funding may be added.

#### 4. ELIGIBILITY REQUIREMENTS

- Applicant must own a home located in the cities of Bellevue, Issaquah, Kirkland, Mercer Island, or Redmond. Homes in unincorporated areas of Redmond and Issaquah are not eligible.
- The “home” must be a single-family residence, duplex, triplex, 4-plex, townhome, or mobile home. If you live in a 5-plex or greater, including condominium, please reach out to the program for more information. You may be considered on a case-by-case basis.

- For the **Fuel Switching Program**, the applicant’s primary heating source for the home is natural gas, propane, wood, or oil. The applicant will need to disconnect the fossil fuel heating source to qualify for the rebate.
- Applicant must complete educational workshops through the Energy Smart Eastside program, available at [energysmarteastside.org](http://energysmarteastside.org). An ‘on demand’ video workshop is available if applicants are not able to attend a live workshop.
- The installed heat pump system meets the following qualifications:
  - New equipment only (this program is not available for installations already completed).
  - Equipment employs an inverter-driven outdoor compressor, with inverter-driven or variable-speed indoor blowers and uses R410A refrigerant; meets a minimum HSPF rating of 9.5 or higher; meets noise ordinances within city limits; and equipment is installed per manufacturer’s specifications.
  - The **Fuel Switching Program** is open to qualifying products offered through the heat pump distributor partner. See Appendix A.
- Must meet the household income guideline below:

<b>Table 1: AMI Income Summary</b>	
Household Size	<b>Fuel Switching Incentive Program</b> Income Limits Annual Total Household Income (150% King County AMI, 2022 amounts)
1 person	\$125,156
2 persons	\$142,968
3 persons	\$160,875
4 persons	\$178,687
5 persons	\$193,031
6 persons	\$207,187

\*Income means “disposable income,” as defined in RCW 84.36.383, plus all disability compensation and any and all gifts. Total income is the total income for everyone living in the household in the preceding year. Examples of income and required documentation are described in the “How to Apply” section below.

For households larger than six persons, see [information from King County: <https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/asset-management/KingCounty-2022-IncomeRent-Limits.ashx?la=en>](https://kingcounty.gov/~media/depts/community-human-services/housing-homelessness-community-development/documents/asset-management/KingCounty-2022-IncomeRent-Limits.ashx?la=en).

*Please note, that if you are an electrically heated home and qualify at a certain income level, we may refer you to King County Housing Authority’s Weatherization program for consideration for full cost coverage of weatherization upgrades and heat pump installations. The KCHA process would result in a fully weatherized home with a heat pump at no cost, but may take longer to go through the process. You can opt out of the program if determined that you qualify.*

*If your home is heated by natural gas and are income qualified, we may refer you to KCHA's weatherization program following a heat pump installation through the Energy Smart Boost program. This program would provide home weatherization upgrades at no cost.*

## 5. HOW TO APPLY

Applicant must fill out and return an Energy Smart Fuel Switching Incentive Program Pre-Screening Application with all required supporting documentation. Applications are available online at [EnergySmartEastside.org](https://EnergySmartEastside.org) (a direct link to the application form can be found [here](#)).

Pre-screening application packages are accepted on a rolling basis. Applicants are encouraged to submit their applications early to ensure timely processing.

- Applications should be submitted electronically using the online form. If you do not have access to a computer at home, you may use one for free at a local library or email [amy@sparknorthwest.org](mailto:amy@sparknorthwest.org) for assistance in completing the application. **Please do not mail or email your documents.**

Pre-screening applications submitted without complete documentation cannot be processed. Applications will be processed in order received. Applications will be approved if applicant submits all required documentation, is otherwise eligible, and funding is still available.

## 6. FOLLOWING PRE-SCREENING APPLICATION SUBMITTAL

Please note the following:

- Application processing may take as long as 4 weeks.
- Providing a complete application helps expedite processing.
- If your application is denied, additional information is required, or funding is no longer available, then you will be notified.

The participating cities (Bellevue, Issaquah, Kirkland, Mercer Island, or Redmond) reserve the right to audit or request additional information related to any application to ensure eligibility and compliance with program requirements.

Once you have completed the Fuel-Switching Incentive application, the next steps are:

1. Wait to be contacted by the Program to ensure you qualify to move forward. This will happen within four weeks of submitting your application.
2. When notified of your eligibility and application acceptance, you will be provided a unique alphanumeric code (example: ABC12345). Your installer will need this code to redeem the incentive.
3. Schedule installer visits. There is no requirement for the number of quotes you must receive, but a recommended number is three quotes.
4. Sign a contract with the installer and see the rebate deducted directly from the invoice for qualifying products.

## 7. TERMS and CONDITIONS

**If approved for the program, the following TERMS AND CONDITIONS will apply:**

The Applicant (“Owner”) certifies that all information provided herein is true and correct:

You are the owner of the home located in the city of Bellevue, Issaquah, Kirkland, Mercer Island, or Redmond and are authorized to approve the installation of a qualified heat pump.

- The home is an existing single-family residence (1-4 units), townhouse, or otherwise approved by the program.
- Your current primary heating source for the home is natural gas, propane, wood, or oil.
- You agree to disconnect your fossil fuel heating source.
- The installed heat pump system meets the following qualifications:
  - Equipment employs an inverter-driven outdoor compressor, with inverter-driven or variable-speed indoor blowers and uses R410A refrigerant; meets a minimum HSPF rating of 9.5 or higher; and equipment is installed per manufacturer’s specifications.
  - For the **Fuel Switching Incentive Program**, the product must be listed in **Appendix A** as eligible for the rebate or otherwise approved by the manufacturer and Program Manager as approved for the rebate.

By signing this form and accepting any rebate or cost covered heat pump installation, Owner (1) represents and warrants that Owner will install all heat pump products, and/or remove and decommission any oil tank, in compliance with all applicable federal, state and local laws, codes, ordinances, including all permitting, building energy, accessibility, environmental, and fire codes; (2) acknowledges and accepts the Energy Smart Eastside program’s right to verify the heat pump products listed on the homeowner’s invoice, which may include access to the home to verify the installation; (3) understands that all rights to the carbon reductions associated with energy efficiency upgrades will be waived. Therefore by waiving carbon reduction rights and signing this document, Owner assigns all carbon reductions attributed to the energy efficiency upgrade to the Energy Smart Eastside Partners, allowing the jurisdictions to aggregate reductions; (4) acknowledges and agrees that: (a) Energy Smart Eastside has not and does not make any representations or promises with respect to the heat pump products, the energy consumption, and/or energy savings from the installed heat pump products; and (b) that Energy Smart Eastside MAKES NO IMPLIED OR EXPRESS WARRANTIES REGARDING THIS PROGRAM, ITS POLICIES, PROCEDURES, INSPECTIONS, AND SPECIFICALLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

**I/We understand that if the home is placed on the market during the application process and before the approval of the incentive, the program will cease to process the application.**

## Appendix A: Qualifying Equipment for Fuel Switching Incentive Rebate

*The following equipment is qualified for a \$1500 rebate plus an additional manufacturer's rebate as identified below.*

Model	Application Notes	HSPF	SEER	HSPF2	SEER2	
PUZ-A24NHA	PVA Indoor Match	9.3	20.5	8.3	20.5	Tier 1 \$300 Rebate
PUZ-HA30NKA HYPER	PEAD Indoor Match	9.6	18.1	8.3	17.4	
SUZ-KA24NA	Must use SVZ and Heat Strip Kit	10.4	18	8.3	17.9	
SUZ-KA24NAHZ	Must use SVZ	9.2	16	8.4	16	

Model	Application Notes	HSPF	SEER	HSPF2	SEER2	
MXZ-3C30NA3	Ducted	9.6	16.2	8.8	16.2	Tier 2 \$400 Rebate
MXZ-3C30NA3	Non-Ducted	10.6	19	9.3	19	
MXZ-SM60NAM	Ducted	10.7	17.8	9	17	
PUZ-A24NHA	PEAD Indoor Match	10.8	19.6	9.1	19.2	
PUZ-A30NHA	PVA Indoor Match	10	19	8.9	19.4	
PUZ-A30NHA	PEAD Indoor Match	10.8	19.1	9.1	18.5	
PUZ-A36NHA	PEAD Indoor Match	9.9	19.1	8.6	18.7	
PUZ-A36NHA	PVA Indoor Match	9.5	19.3	8.7	19.8	
PUZ-A42NHA	PVA Indoor Match	9.3	18	8.8	18.7	
PUZ-A42NHA	PEAD Indoor Match	10	16.1	9	18.4	
PUZ-HA24NHA1 HYPER	PEAD Indoor Match	10.4	16.6	9.2	16.2	
PUZ-HA24NHA1 HYPER	PVA Indoor Match	10.4	19	9.4	19	
PUZ-HA30NKA HYPER	PVA Indoor Match	9.8	18	8.7	18	
PUZ-HA36NKA HYPER	PEAD Indoor Match	10.4	17.1	8.7	16.5	
PUZ-HA42NKA1 HYPER	PVA Indoor Match	10	15.4	9.3	15.4	
PUZ-HA42NKA1 HYPER	PEAD Indoor Match	9.8	15	8.9	15.5	
SUZ-KA30NAHZ	Must use SVZ	9	15	8.5	15.2	
SUZ-KA36NAHZ	Must use SVZ	9	16	9	16	

Model	Application Notes	HSPF	SEER	HSPF2	SEER2	
MXZ-4C36NA3	Ducted	9.8	16	9.5	16	
MXZ-4C36NA3	Non-Ducted	11	19.2	9.8	19.2	

MXZ-SM36NAM	Ducted	11.2	18.3	10	18.5	Tier 3 \$600 Rebate
MXZ-SM36NAM	Non-Ducted	12.5	23	11	23	
MXZ-SM36NAMHZ	Ducted	11.7	18.3	11	18.5	
MXZ-SM36NAMHZ	Non-Ducted	12.5	23	12	23	
MXZ-SM42NAMHZ	Ducted	11	18	10	18	
MXZ-SM42NAMHZ	Non-Ducted	12	22	11.1	21.5	
MXZ-SM48NAM	Ducted	11.2	18.3	10	18.5	
MXZ-SM48NAM	Non-Ducted	12.5	23	11	23	
MXZ-SM48NAMHZ	Ducted	11.3	16.5	9.5	16	
MXZ-SM48NAMHZ	Non-Ducted	12	23	11.5	23	
MXZ-SM60NAM	Non-Ducted	12	20	10.5	20	
PUZ-HA36NKA HYPER	PVA Indoor Match	11.2	18.2	10	18.2	
SUZ-KA30NA	Must use SVZ and Heat Strip Kit	13.6	18	10.6	18.9	
SUZ-KA36NA	Must use SVZ and Heat Strip Kit	11.7	16	9.5	16	

Model	Application Notes	HSPF	SEER	HSPF2	SEER2	
MXZ-3C30NA3	Mixed	10.1	17.6			Undetermined
MXZ-3C30NAHZ	Mixed	10.4	17			
MXZ-3C30NAHZ	Ducted	9.8	16			
MXZ-3C30NAHZ	Non-Ducted	11	18			
MXZ-4C36NA3	Mixed	10.4	17.6			
MXZ-SM36NAM	Mixed	11.85	20.6			
MXZ-SM36NAMHZ	Mixed	12.1	20.65			
MXZ-SM42NAMHZ	Mixed	11.5	20			
MXZ-SM48NAM	Mixed	11.85	20.65			
MXZ-SM48NAMHZ	Mixed	11.5	19.75			
MXZ-SM60NAM	Mixed	11.35	18.9			