



# HomeWarming Application

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## Overview and Eligibility

HomeWarming provides a free home energy assessment, and may provide free energy upgrades based on that assessment, to eligible homeowners with low incomes. Applications are limited to one per household.

### To be eligible, the following criteria must be met:

- Applicant must meet HomeWarming's income qualifications as specified in the Income Qualification Chart in this application (see page 3);
- Applicant must own their home, reside in Nova Scotia, and provide proof of home ownership;
- Home must be the applicant's current primary residence and be occupied year-round, with no expectation to sell the home in the near future;
- Home cannot have multiple units or house a business; and
- Home cannot have previously received upgrades through HomeWarming or the Low Income Homeowner Service.

### If your income falls within the income eligibility criteria in this application, here's what to do:

**Step 1** - Complete, sign and date this application. If you have other people 18 years old or over in your household, they will also have to sign and date the application.

**Step 2** - Attach the most recent Notice of Assessments for everyone 18 and over. This is the form you receive from the federal income tax office about a month after you file your income tax.

**Step 3** - Attach proof of home ownership. This can be your property tax assessment notice, property tax bill or bill of sale. This must include your name and civic address.

### Step 4 - Please send your completed application to:

**Mail:**  
Darlah Purdy, Service Advisor  
P.O. Box 112  
Port Maitland, NS B5A 5R9

**Fax:**  
902 470 3599  
Attention: HomeWarming

**Email:**  
[homewarming@efficiencyns.ca](mailto:homewarming@efficiencyns.ca)  
(Please note that we cannot accept high risk attachments such as ZIP, EXE or files that exceed 10MB.)

**Step 5** - A representative from Efficiency Nova Scotia will contact you within three weeks of receiving your application.

For more information, please call **1 877 434 2136** toll free in Nova Scotia or email [homewarming@efficiencyns.ca](mailto:homewarming@efficiencyns.ca).

**Homeowner Information** *(please print)*

First Name:		Last Name:	
Civic Address:			
City or Town:	County:	Postal Code:	
Email Address:			
<input type="checkbox"/> I would like to receive email communications (tips, promotions, etc.) from Efficiency Nova Scotia. (You may withdraw your consent at any time.)			
Phone:		Alternate Phone:	
Mailing Address: <input type="checkbox"/> Same as civic			
City or Town:	County:	Postal Code:	
Secondary Contact Name and Phone:			
Utility Account Number:		Utility Service Provider (If not NS Power):	

**House Information**

<b>How did you hear about HomeWarming?</b> <i>(Please check only the ONE option that fits you the best)</i>			
<input type="checkbox"/> Friend/Family member	<input type="checkbox"/> Web search	<input type="checkbox"/> Letter or notice in the mail	
<input type="checkbox"/> Government representative, website, or event	<input type="checkbox"/> Facebook/Twitter	<input type="checkbox"/> Nova Scotia Power	
<input type="checkbox"/> Media <i>(Please specify) _____</i>	<input type="checkbox"/> Community organization <i>(Please specify) _____</i>	<input type="checkbox"/> Other <i>(Please specify) _____</i>	
<b>How many people live in your home?</b>			
<b>How many people in your home are 18 years of age or older?</b>			
<b>How would you best describe your household?</b> <i>(Optional) (Please check all that apply)</i>			
<input type="checkbox"/> Senior single or couple	<input type="checkbox"/> Couple with children	<input type="checkbox"/> Household with at least one person with a disability	
<input type="checkbox"/> Single parent with children	<input type="checkbox"/> Single or couple only	<input type="checkbox"/> Other <i>(Please specify)</i>	
<b>What type of home do you live in?</b> <i>(Please check one)</i>			
<input type="checkbox"/> Single unit/Detached	<input type="checkbox"/> Townhouse	<input type="checkbox"/> Mobile home	
<input type="checkbox"/> Duplex/Semi-detached	<input type="checkbox"/> Other <i>(Please specify)</i>		
<b>Is any part of your home used for profit (e.g. business, rental unit)?</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>How do you heat your home?</b> <i>(Please check all that apply)</i>			
<input type="checkbox"/> Electricity	<input type="checkbox"/> Oil	<input type="checkbox"/> Wood	<input type="checkbox"/> Propane <input type="checkbox"/> Other <i>(Please specify)</i>
<b>What heat source do you use the most?</b> <i>(Please check only one)</i>			
<input type="checkbox"/> Electricity	<input type="checkbox"/> Oil	<input type="checkbox"/> Wood	<input type="checkbox"/> Propane <input type="checkbox"/> Other <i>(Please specify)</i>

## Income Qualification Information

Efficiency Nova Scotia and Clean Foundation require proof of income for each member of the household 18 years of age or over in order to qualify for HomeWarming. We look at Line 236 (Net income) of your Notice of Assessment(s) when determining eligibility.

Applications missing the Notice of Assessment statement(s) will not be processed. If you have misplaced your Notice of Assessment, contact Canada Revenue Agency at 1 800 959 8281 to request a copy. All information described on this form will be collected and used by Efficiency Nova Scotia and Clean Foundation in accordance with the requirements of the Personal Information Protection and Electronic Documents Act.

## Income Qualification Chart

The combined income of all household members must be below the following thresholds:

People Living in Home	Annual Household Income (line 236 from all Notice of Assessments)
1 person	\$20,952
2-4 people	\$38,931
5 or more people	\$55,444

\*Adapted from Statistics Canada's 2013 Before-Tax Low Income Cut-Off figures (Effective until August 2016).

## Consent

I (we) hereby consent and acknowledge that:

- The information collected on this application will be used for the following purposes: to determine my (our) household's eligibility for HomeWarming; to determine my (our) administrator and Delivery Agent under the service; to enable Efficiency Nova Scotia and Clean Foundation to effectively promote the Service in the future; and to implement, operate and evaluate HomeWarming.
- I (we) agree to having home energy upgrades completed through HomeWarming.
- I (we) understand that I (we) may withdraw this consent at any time, and that in order to withdraw this consent, I (we) must do so in writing to Efficiency Nova Scotia or Clean Foundation.
- I (we) agree to have my (our) name(s), contact information and HomeWarming eligibility status shared with the Delivery Agent for Efficiency Nova Scotia's Product Installation service in my region in order to have the option of participating in this additional no-cost service.
- The above information is true to the best of my (our) knowledge. Any willful misstatement may be cause for the rejection of my (our) application and stoppage of any work begun on my (our) house.
- The implementation and operation of the HomeWarming service requires the sharing and exchange of information between my (our) electricity provider, Efficiency Nova Scotia and Clean Foundation. This information is used to assess improvements in my (our) home's energy consumption before and after taking part in the Service. I (we) hereby consent to the disclosure, release, use, storage and exchange of information between Efficiency Nova Scotia, Clean Foundation and my (our) electricity provider, including, but not limited to, my (our) name(s), address(es), electricity usage history, and phone number. Such information may continue to reside on Efficiency Nova Scotia's computer system as well as the computer systems of Clean Foundation and my (our) electricity provider.
- I (we) hereby consent to the release, disclosure, and use of the information on this application to the Delivery Agent for my region. My (our) Notice of Assessment and my (our) proof of home ownership will not be shared outside of Efficiency Nova Scotia and Clean Foundation.
- I (we) hereby consent to the release, disclosure, and use of information collected by my (our) Delivery Agent about my home to my administrator (either Efficiency Nova Scotia or Clean Foundation). The information collected will only be used for the purposes of implementing and operating HomeWarming. This information could include but is not limited to energy assessment results and photos of my (our) home.

## Disclaimer

- Efficiency Nova Scotia and Clean Foundation do not warrant or make any representations concerning the accuracy, likely results of HomeWarming or otherwise relating to any upgrades performed as part of HomeWarming.
- If the applicant is selected as a participant, they will be required to enter into a written Service Agreement and comply with its terms and conditions.
- Incomplete applications will result in a delay of processing. Please complete and submit the entire application form and all associated documents together.
- Upon submission of this application your home may be considered for HomeWarming. If you are selected as a participant you will be contacted by Clean Foundation or an Efficiency Nova Scotia Delivery Agent in your region to schedule a Home Energy Assessment.
- Please note that Efficiency Nova Scotia and Clean Foundation may prioritize among applicants to meet HomeWarming objectives.

- I have read and fully understand all of the terms and conditions above.
- I have enclosed a copy of the previous year's **Notice of Assessment** from Canada Revenue Agency for all members of the household 18 years of age and over.
- I have enclosed **proof of home ownership** (i.e. property tax bill or property value assessment notice).
- I have signed and dated the application below.
- All members of the household 18 years of age and over have signed the form below.

**Each member of the household 18 years of age and over must sign this form and submit a Notice of Assessment.**

First Name	Last Name	Signature	Date (DD/MM/YYYY)
_____	_____	<b>X</b> _____	_____
_____	_____	<b>X</b> _____	_____
_____	_____	<b>X</b> _____	_____
_____	_____	<b>X</b> _____	_____

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By completing and submitting this form, I hereby consent to the purposes for which Efficiency Nova Scotia is collecting, using and disclosing personal information as set out in Efficiency Nova Scotia's Privacy Policy. More information on Efficiency Nova Scotia's Privacy Policy can be found online, [efficiencyns.ca/privacy-policy](http://efficiencyns.ca/privacy-policy) or by email, [privacy@efficiencyns.ca](mailto:privacy@efficiencyns.ca).

By completing and submitting this form, I hereby consent to the purposes for which Clean Foundation is collecting, using and disclosing personal information as set out in Clean Foundation's Privacy Policy. More information on Clean Foundation's Privacy Policy can be found online, [clean.ns.ca/privacy-policy](http://clean.ns.ca/privacy-policy), or by email, [info@clean.ns.ca](mailto:info@clean.ns.ca).

**X** \_\_\_\_\_  
Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DD MM YYYY

For more information or to speak confidentially with our Service Advisor, please call **1 877 434 2136** toll free in Nova Scotia.

