



Dollar and Energy Saving Loans Heating, Cooling and Water Heating Projects Application

**FORM
3**
Page 1 of 4

| | | |
|------|-----------------|--------------------|
| Name | Mailing Address | Building Age (Yrs) |
|------|-----------------|--------------------|

INFORMATIONAL

EQUIPMENT SIZING, DUCT SEALING, AND PROPER INSTALLATION ARE CRITICAL COMPONENTS NEEDED TO ENSURE CORRECT OPERATION AND TO MAINTAIN THE EFFICIENCY OF HEATING, VENTILATION AND AIR-CONDITIONING EQUIPMENT.

To insure that equipment operates as it was designed, you should request that your installing contractor check that you have the proper size of equipment. Sizing is accomplished by using either a Manual J calculation for residential, Manual N for commercial, or any sizing software based on calculation from the ASHRAE Handbook of Fundamentals. Simply replacing equipment with the same size does not guarantee proper sizing. If you have insulated your home or business, replaced windows or doors, or sealed air leaks since your last equipment was installed, you may have reduced the load on that equipment. Studies have shown that oversizing of equipment can reduce efficiency by as much as 50%, costing you double what you would normally pay for energy. Oversizing of equipment also reduces the life of equipment due to short cycling, reduces the ability of equipment to remove moisture, and ultimately reduces the overall comfort of the consumer. If your equipment is sized correctly, then during the warmest or coldest days of the year the equipment will run

for extended periods, to include continuous operation, while maintaining the temperature inside your home or business. Ductwork should be sealed to insure that conditioned air is provided, or taken, from the spaces intended. Ductwork that is not sealed, and located in attics, crawl spaces, or other unconditioned spaces, will either result in air that you have spent energy dollars to condition escaping to unintended spaces, or your equipment will be pulling warmer, cooler, or possibly contaminated air from spaces not intended. Even ductwork located within conditioned space needs to be sealed to insure that the air you have conditioned is directed to the spaces intended. The equipment you purchase is only as good as its installation. Look for contractors that have been trained to install the equipment you intend to purchase. It is a good idea to obtain multiple quotes and make inquiries of your utility and the Better Business Bureau with regard to the credentials of your intended contractor.

| FUEL SUPPLIERS (If you have already completed FORM 1, 2 or 4, do not complete the section below) | | | | |
|--|---|----------------------------|--------------|-------------|
| Energy Source | Utility or Supplier | Mailing Address | Phone Number | Account No. |
| Electricity | <input type="checkbox"/> Check here if all electric | <input type="checkbox"/> * | | |
| Natural Gas or Propane | <input type="checkbox"/> | <input type="checkbox"/> * | | |
| Other (Specify) | | <input type="checkbox"/> * | | |
| Other (Specify) | | <input type="checkbox"/> * | | |

* Mark this box if the utility account is not in your name. Then attach the appropriate completed Form 35(s).

| Signature | Nebraska Energy Office Use Only |
|--|---------------------------------|
| <p style="font-size: small;">I hereby authorize the Nebraska Energy Office to obtain energy consumption, cost and billing information from the energy suppliers listed above. This information may include past and present as well as future consumption, cost and billing patterns. I also certify all the information supplied above is true and correct to the best of my knowledge and belief and I have read and understand the instructions, specific line instructions, and the information on equipment sizing, duct sealing, and proper installation, and that I will permit my lender and the Nebraska Energy Office, as they deem necessary, to have access to the subject property and records in order to make on-site inspections of the improvements or replacements which have been financed under the program. The work described above will be completed within 5 months after my lender receives a signed commitment from the Energy Office.</p> | |
| <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p style="font-size: 2em; font-weight: bold; margin: 0;">sign here</p> <p style="font-size: small; margin: 0;">Signature</p> </div> <div style="text-align: center;"> <p style="font-size: small; margin: 0;">Date</p> </div> </div> | |

You may NOT contract for or undertake the project you propose in this application prior to the Energy Office signing a Commitment Agreement (FORM 10) with your lender to participate in the loan.

If you do so, you will lose your eligibility to finance the project with a low interest loan.

You may accept a bid, contingent on the Energy Office's signed commitment of funding, to lock in the price, but you may not proceed with the work or contractually obligate yourself to proceed until your lender notifies you that the Energy Office has signed the Commitment Agreement on your loan.

SUBMIT THIS COMPLETED FORM TO A PARTICIPATING LENDER

SEE PAGE 4 FOR INSTRUCTIONS

| Type(s) of Improvement(s) | | Minimum Requirements | | Description of Improvement(s) | | | Cost from Bid(s) | |
|--|--|---|---|--|--|----------------|---------------------|------|
| 1 <input type="checkbox"/> Insulate Duct In Unheated Space(1) | | R-value≥ 8.0 Supply, ≥ 6.5 Return | | List R-value and Square Feet of Insulation | | | \$ | |
| 2 <input type="checkbox"/> Insulate Hot Water Pipe or Repair Leaking Pipe or Fitting | | k-value ≤ 0.27 | Min. Ins. Thickness 0.5" up to 1" NPS 1.0" for 1-1/4" NPS 1.5" for 1.5 to 2" NPS 2.0" over 2" NPS | List k-value, Linear Feet, Nominal Pipe Size (NPS), and Insulation Thickness | | | \$ | |
| 3 <input type="checkbox"/> Pressure Test and/or Seal Duct (1) | | Tapes, Mastics, and Adhesives UL181A or UL181B Rated | | Describe Methods to be Used | | | \$ | |
| SPACE COOLING | New Equipment | Capacity (kbtuh) - Requirement | | New Equipment Manufacturer | Model No. (and Coil No. Where Indicated) | Size | Performance | Cost |
| 4 <input type="checkbox"/> Install Space Cooling Equipment (1) Fuel Used for Old Cooling System <input type="checkbox"/> Electricity <input type="checkbox"/> Room A/C <input type="checkbox"/> Central A/C <input type="checkbox"/> Heat Pump <input type="checkbox"/> Other _____ <input type="checkbox"/> None | Central Air Conditioner (2) | <65 –14.0 SEER ≥65,<135 –11.2 EER ≥135,<240 – EER ≥240 –10.0 EER All Water & Evaporatively Cooled –14.0 EER | | | Provide Model and Coil Number | Tons | SEER or EER | \$ |
| | Air Source Heat Pump (2) (3) (6) (COP is at 47°F) | <65 –14.0 SEER,8.2 HSPF ≥65,<135 –11.2 EER,3.4 COP ≥135,<240 –11.0 EER,3.3 COP ≥240 –10.0 EER,3.3 COP All Water & Evaporatively Cooled –14.0 EER, 3.3 COP | | | Provide Model and Coil Number | Tons or COP | SEER or EER HSPF | \$ |
| | Ground Water or Ground Coupled Heat Pump (6) | All Sizes Water Loop–14.0 EER,4.6 COP Ground Water–16.2 EER,3.6 COP Ground Loop–14.1 EER,3.3 COP Direct Exch.–15.0 EER,3.5 COP | | | Not Applicable | Tons | EER COP | \$ |
| | When Replacing Existing Heat, Only Electric Resistance OR 90% Gas Heat are Allowed as Backup With Heat Pumps (6) | Packaged Terminal Heat Pump or Air Conditioner (2) (3) (6) | All sizes PTAC or PTHP–12.5 EER | | | Not Applicable | Btuh | EER |
| SPACE HEATING | | All Sizes - 90 AFUE | | | <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane | MBH | AFUE | \$ |
| 5 <input type="checkbox"/> Install Space Heating Equipment (1) (8) Fuel Used for Old Heating System <input type="checkbox"/> Electricity <input type="checkbox"/> Heat Pump <input type="checkbox"/> Resistance <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> Other _____ <input type="checkbox"/> None | Forced Air Gas Furnace (4) | | | | <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane | MBH | AFUE or CAafue | \$ |
| | Steam or Hot Water Boiler and Combined Water and Space Heating (4) | All Sizes - 85 AFUE or CAafue | | | <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane | MBH | AFUE or CAafue | \$ |
| | Radiant Heating Systems (4) (9) | All Sizes – 85 Thermal Efficiency High Bay Only (12 feet) | | | <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane | MBH | Thermal Efficiency | \$ |
| | Electric Resistance Heating System (6) | All Sizes Emergency Replacement Systems Only | | | | kW | Not Applicable | \$ |

| Type(s) of Improvement(s) | Minimum Requirements | Description of Improvement(s) | | | Cost from Bid(s) | |
|--|---|--|---|--|----------------------------------|-------|
| WATER HEATING | New Equipment | Capacity (kbuhr) - Requirement | New Equipment Manufacturer | Size | Performance | Cost |
| <input type="checkbox"/> 6 Install Water Heater (5) (8) Fuel Used for Old Water Heater Water Heater Heat Pump <input type="checkbox"/> Electricity <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> Other _____ _____ <input type="checkbox"/> None | Gas Storage Water Heater (4) Electric Storage All Sizes – 2.2 EF Water Heater Desuperheater Water Heater Demand (Tankless) Water Heater | ≤ 75 kbtu input – .60 EF > 75 kbtu input – .90% Thermal Efficiency All Sizes – .91 EF All Sizes – ANY All Sizes – ANY | Tank Gal. Tank Gal. Tank Gal. Btuh Gal/hr | EF/Thermal EF EF Not Applicable Not Applicable | \$ \$ \$ \$ \$ \$ | |
| <input type="checkbox"/> 7 Install Insulation Blanket on Hot Water Heater _____ | R-value ≥ 4.0 | List Quantity, R-value and Square Feet of Insulation | | | \$ | |
| <input type="checkbox"/> 8 Install Hot Water Flow Restrictor or Heat Trap (5) | ANY | List Location and Type of Restrictors or Traps | | | \$ | |
| <input type="checkbox"/> 9 Install Automatic Damper on Flue or Vent | ANY | List Quantity and Make and Model Number | | | \$ | |
| <input type="checkbox"/> 10 Install Intermittent Ignition Device (8) | ANY | List Quantity and Make and Model Number | | | \$ | |
| <input type="checkbox"/> 11 Replace Only the Burner on Furnace or Boiler (8) | ANY | List Quantity and Make and Model Number | | | \$ | |
| <input type="checkbox"/> 12 Install Programmable Thermostat (6) | Any - See note 6 | List Quantity and Make and Model Number | | | \$ | |
| <input type="checkbox"/> 13 Install Whole Fan | ANY | List Make and Model Number | | | \$ | House |
| <input type="checkbox"/> 14 Install Heat or Energy Recovery Ventilator, HRV or ERV Tot. Eff ≥ 76 | HVI-Tot. Recovery Eff ≥ 26 ARI -75% Flow Net | List Make and Model Number | Efficiency | <input type="checkbox"/> HVI <input type="checkbox"/> ARI | \$ | |
| <input type="checkbox"/> 15 Install Fireplace Insert (7) and chimney sealed. | Existing fireplace hearth | List Make and Model Number | | | \$ | |
| <input type="checkbox"/> 16 Install Outdoor Combustion Air Intake Duct (7) | ANY | List Size and Linear Feet | | | \$ | |
| TOTAL | | | | | \$ | |

ADDITIONAL FORM 3 REQUIREMENTS AS REFERENCED ON PAGES 2 AND 3

1. Seams on new or renovated ductwork shall be sealed in accordance with the State Energy Code. Tapes and mastics used to seal ductwork shall be listed and labeled in accordance with UL181A (for rigid duct) or UL181B (for flexible duct). The contractors bid must include the brand and type of mastic being used. Duct tape and silicone caulk are not acceptable methods of sealing ductwork.
2. For Room or Window type air conditioners and heat pumps, see Form 1 Appliances.
3. If you selected a heat pump, you must check both boxes 4 and 5, and supply the requested information for old equipment.
4. Condensing type gas units must have combustion intake air ducted from outdoors.
5. Water heater installation must include heat traps or a one foot downward run of pipe within two feet of both inlet and outlet.
6. Heat Pumps must be installed with a ramp-up type thermostat especially designed to bring on backup heat in stages, and only when the heat pump can no longer keep up with demand, and must be able to differentiate between a demand call and a 'return from setback' call for heat.
7. Fireplace inserts must be direct venting, taking combustion air from outside. The insert must provide an air tight seal for an existing hearth or chimney. Inserts which burn renewable type fuels must meet EPA requirements for particulate and bear the EPA stamp. Provide copies of manufacturer's literature which shows fuel type, EPA registration, and sealing properties.
8. Combustion gases must be vented to the outdoors. Unvented appliances are not allowed.
9. High bay areas are defined as ceilings where the lowest point of the ceiling is at 12 feet above floor level.

INSTRUCTIONS

WHO MAY APPLY. Only legal residents of Nebraska may apply for loans. A legal resident is a Nebraska taxpayer, a Nebraska partnership, a Nebraska-chartered corporation, a subdivision of Nebraska government (except public school districts) or a person who has maintained a permanent residence and lived in the state for more than six months. Residency requirements may differ for ENERGY STAR® business or non-profit partners.

GETTING BIDS. You need to get bids or quotes first, so you will have them available for your lender. Make sure the contractor or supplier providing the bid or quote breaks all costs down by applicable project on this form. You are required to provide the estimated cost of each individual project, not a lump sum for all or a combination of projects. You are only required to get one bid or quote under the program, however, it is generally prudent to seek more than one to help you in your purchasing decision. Your lender may require more than one bid or quote in making certain types of loans.

WHERE TO FILE. Take this completed form and the accompanying bids or quotes to your local lender for loan processing. If the lender of your choice is not participating in this program, contact the Nebraska Energy Office.

FOR INFORMATION. Contact the Nebraska Energy Office, P.O. Box 95085, Lincoln, NE 68509-5085, Phone: (402) 471-2867, Fax: (402) 471-3064, Email: energy@nebraska.gov
Loan Program: <http://www.neo.ne.gov/loan/index.html>

SPECIFIC LINE INSTRUCTIONS

NAME, ADDRESS and BUILDING AGE. Print or type your name and mailing address in the space provided, and mark the age of the building in which the improvements will be installed. **These improvements may not be installed in a building which is less than 5 years old. New construction is not eligible.**

DESCRIPTION OF IMPROVEMENTS. Complete the requested information as described below. The estimated cost for projects on this form should be clearly broken out on the price quote or contractor's proposal, and should be listed separately for each project on this form.

LINES 1-3 AND 7-16. Check the box for the improvement you want to make and complete the rest of the description requested for that project in the space provided. Mark the estimated cost of each improvement in the right-hand column.

LINES 4, 5 AND 6. Check the boxes for the general type(s) of improvement(s) you want to make, and describe the existing system in the space provided. Some types of new equipment require the completion of information under two boxes. If there is no existing equipment for the type of improvement you are making, mark "None." Then locate the line that

describes the specific heating, cooling or water heating equipment you want to install and fill in the blanks. The required information includes the manufacturer and model number of the equipment, a coil number where appropriate and the measured performance factor. Mark the estimated cost of each improvement in the right-hand column.

The minimum qualifying performance factor for each type of equipment is shown next to the new equipment name. By law, manufacturers measure the performance of most heating, cooling and water heating equipment they produce. These **performance factors** give an indication of how effectively a unit does its job compared to the energy input required. Higher factors indicate better performance **WITHIN THE SAME TYPE OF EFFICIENCY RATING.** For instance, a 9.0 HSPF will perform better than an 8.5 HSPF, but a 4.5 COP will typically perform better than a 9.0 HSPF. While most efficiencies measure the same parameters, output versus input, not all use the same units. An AFUE of 90%, having like input/output units (dimensionless), means that what you receive as heat, the output, is 90% of what you input, 100%. An HSPF of 9.0 which includes factors for backup heat, has units of btu/watt-hr, output/input, and means that for every 9.0 btu you feel as heat, you must put in 1 watt-hr (1 watt-hr = 3.412 btu). A C.O.P. is again dimensionless, but does not include factors for backup heat. Your contractor can look up the performance factor for the equipment you want to install and help you to determine what efficiencies are right for you. It may also be shown on the yellow ENERGYGUIDE label for certain equipment, or in the manufacturer's product literature. AFUE—Annual Fuel Utilization Efficiency (dimensionless), EF—Energy Factor (dimensionless), HSPF – Heating Seasonal Performance Factor (btu/watt-hr), C.O.P. – Coefficient of Performance (dimensionless), and SEER – Seasonal Energy Efficiency Ratio (EER – Energy Efficiency Ratio) (btu/watt-hr) are standard measurements of performance.

FUEL SUPPLIERS. If you have *not* completed this information on Form 1, 2 or 4, provide the name, mailing address, telephone number and your account number for your electric utility and each fuel supplier serving this address. If the only energy source for the building is electricity, check the box provided. If an account is not in your name, then check the box and attach a completed Form 35 with the information for that fuel supplier. (This might happen where a landlord is seeking a loan but the tenant pays the energy bill.)

SIGNATURE. Sign and date this application and attach the bid(s) or quote(s) and/or contractor's proposal(s) for all the improvements described on this form. Take this application to the local participating lending institution of your choice to apply for a Dollar and Energy Saving Loan.