

## PON 2309 – Attachment F Low-rise Residential New Construction Programs Requirements for Home Energy Raters

Home Energy Raters (Raters) who are certified by the Residential Energy Services Network (RESNET) through an Accredited Home Energy Rating Provider (Rating Provider) are encouraged to offer services in New York State, and to serve as Partners (Partner-Raters) in the Low-rise Residential New Construction Programs (Program). To be deemed eligible to serve as a Partner-Rater, the Rater must be an active Partner of the US Environmental Protection Agency's (EPA) ENERGY STAR Homes Program, and must be affiliated with a Rating Provider identified by NYSERDA as a Partner-Provider. Additionally, the Rater must be capable of providing high quality technical and administrative services to their clients. NYSERDA considers the Partner-Rater to be a primary source for technical support for their clients regarding Home Energy Ratings. The Partner-Rater is expected to seek training, technical support, and guidance regarding use of any required software from their Partner-Provider. For more information regarding RESNET visit their website at: [www.resnet.us](http://www.resnet.us).

In support of services delivered by a Partner-Rater, NYSERDA offers access to targeted training and other technical support which is provided at reduced or no cost to the Partner-Rater. The Partner-Rater may be eligible to receive the First Plan Review and First Rating incentives, if the Partner-Builder assigns payment of those incentives to the Partner-Rater when submitting a [PON 2309 Incentive Application](#). The Partner-Rater is offered access to the cooperative advertising incentives in accordance with terms and conditions outlined in Attachment H of PON 2309.

**Submission of the [Home Energy Rater Signature Form](#) to NYSERDA is considered an application.** To be considered for eligibility to serve as a Partner-Rater, the applicant must read, understand, and agree to comply with all terms and conditions outlined in PON 2309. By submission of the application, the Rater affirms their compliance with RESNET's "2006 Mortgage Industry National Home Energy Rating System Standards", including updates as adopted by RESNET's Board of Directors, and confirms the following:

1. The Rater's affiliation with their chosen Partner-Provider, with that affiliation established and maintained in accordance with RESNET requirements;
2. The Rater has been certified or re-certified by their Partner-Provider within the last (3) years, has satisfied all probationary and professional development requirements as described within Chapter 1.02 of RESNET's Standards and as confirmation, must submit the Certificate issued by their Partner-Provider, including the date of expiration;
3. The Rater is a certified Building Performance Institute (BPI) Building Analyst Professional<sup>1</sup>, and has provided their BPI certification number and expiration date. As an alternative, the Rater may elect to submit documentation which affirms they have fulfilled the RESNET CAZ simulation and written tests, and have completed the field training on CAZ testing by a RESNET accredited Rater Training Provider, as required by RESNET.

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<sup>1</sup> Home Energy Raters who commit to exclusively perform home energy ratings of residential dwelling units where combustion appliances will neither be installed nor used are allowed an exception to this requirement.

4. The Rater has a current Partnership Agreement with the EPA's ENERGY STAR Homes Program to serve as a Rater in New York State and is in compliance with all requirements of that Agreement, including completion of the required training, and is in good standing with the EPA.

**Technical and Administrative Requirements include, but are not limited to, the following:**

**A. Technical requirements:**

1. **Home Energy Ratings** must be completed in accordance with RESNET's "2006 Mortgage Industry National Home Energy Rating System Standards" including all updates as adopted by RESNET's Board of Directors;
2. **Home Energy Ratings** must be completed in accordance with the EPA's ENERGY STAR Homes Program requirements, including completion of all relevant checklists;
3. **Home Energy Ratings** must be completed in compliance with PON 2309;
4. **A Home Energy Rating Certificate (HERC)** must be generated by the Partner-Rater for the confirmed Home Energy Rating of every dwelling unit through use of RESNET-accredited software which has the capability to evaluate and auto-generate reports indicating the relevant version of the Energy Conservation Construction Code of New York State (ECCCNYS). [www.resnet.us/programs/software/directory.htm](http://www.resnet.us/programs/software/directory.htm) provides a list of RESNET-accredited software. The HERC must reflect the results of the confirmed Home Energy Rating and the heading must identify it as a Confirmed Rating. The HERC must display the Home Energy Rating System (HERS) Index, EPA ENERGY STAR version number, and must include the auto-generated output which confirms the relevant version of the ECCCNYS. Additionally, the HERC output shall include, but not be limited to, the following information: the type of heating, cooling and domestic hot water system(s) installed, each of those systems' efficiency rating (e.g. AFUE, SEER, EER, EF, COP), each system's fuel type, the number of bedrooms, the conditioned floor area, and the dwelling unit's tested ventilation rate in cubic feet per minute (CFM). The Partner-Rater shall provide a copy of the HERC to the Partner-Builder for every confirmed Home Energy Rating;
5. **The Home Qualification Form** must be completed by the Partner-Rater and Partner-Builder for each participating dwelling unit to confirm relevant as-built characteristics of that dwelling unit, and to confirm that the minimum kWh savings requirements have been met;
6. **Building Modeling Files** must be submitted by the Partner-Rater to their affiliated Partner-Provider for every participating dwelling unit;
7. **Sampling protocols may be applied** by a Partner-Rater if their affiliated Partner-Provider is a RESNET-accredited Home Energy Sampling Provider, and must comply with protocols specified in Chapter 6 of the RESNET Standards. If sampling is utilized on a project, the data associated with the sampled units must be included within the Incentive Application submission and include a description of the sampling controls to be inspected and/or tested for, the unit type breakdown, and the sampling rate of each type of unit. Additional sampling requirements are detailed in Attachment B. Sampling is not allowed for any required health and safety testing. Additionally, the following ENERGY STAR Checklists must be completed for each dwelling unit:
  - i. Thermal Enclosure System Rater Checklist
  - ii. Water Management System Builder Checklist
  - iii. HVAC System Quality Installation Contractor Checklist

**B. Administrative:**

1. **The Partner-Rater shall coordinate with the Partner-Builder** to ensure the Partner-Builder's Incentive Application associated with confirmed Home Energy Ratings are completed electronically, and the signed original is submitted to NYSERDA for payment as outlined in Attachment A. To be eligible to receive any Program incentives associated with that dwelling unit, submission of the Incentive Application must be made within sixty (60) days of the Partner-Rater's confirmed Home Energy Rating. Exception to this sixty (60) day limitation: Incentive Applications for multi-unit projects should be submitted in accordance with the completion schedule identified in the NYSERDA-approved [Low-rise Residential New Construction Project Application](#), and NYSERDA's commitment letter for the project;
2. **The First Plan Review** completed by the Partner-Rater for any Partner-Builder must be supported by a energy model based on the projected dwelling unit characteristics, resulting in a projected Home Energy Rating Certificate (HERC);
3. **The Partner-Rater must sign** each Incentive Application and its associated Home Qualification Form to confirm the information displayed on those forms is accurate.

To be considered by NYSERDA for eligibility to serve as a Partner-Rater under PON 2309, applicants must submit originals of their signed [Home Energy Rater Signature Form](#), accompanied by the required supporting documents, to:

N.Y.S. Energy Research and Development Authority (NYSERDA)  
Low-rise Residential New Construction Programs  
Attn: Nicole Angels  
17 Columbia Circle  
Albany, NY 12203