



Home Performance with ENERGY STAR®

Dear Participating Home Performance Contractors and Program Partners,

NYSEERDA continues to review Home Performance program requirements and procedures with the objective of improving customer and contractor experience of the program. The most recent improvement is to eliminate the requirement for verifying property ownership prior to approval of a Smart Energy loan and creation of a Smart Energy loan document for the consumer's signature. The self-certification on the Credit Application that the applicant owns the home or has authority to undertake the improvements is acceptable.

This doesn't change property ownership verification for the On-Bill Recovery (OBR) loan, which requires completion of the last owner search (or a deed provided by the applicant) prior to approval of an OBR loan and creation of an OBR loan document for the consumer's signature.



As a result of recent streamlining efforts, the number of documents required to obtain loan documents has been reduced. Please review the table below, which outlines the documents that must be submitted to obtain loan documents from EFS.

	Smart Energy Loan	On-Bill Recovery Loan
Complete Application	Required	Required
Income Documentation	Required	Required
Proof of Property Ownership	N/A	Completed via Last Owner Search performed by NYSEERDA's title company
Recent Utility Bill	N/A	Required
Project Approval	Job Review Transmittal or Eligibility Summary Report	Job Review Transmittal or Eligibility Summary Report

To further expedite the financing process, NYSEERDA and EFS are working on implementing a third-party income estimate tool which would eliminate the need for consumers to submit tax returns or documentation of income, provided the estimated income is within an acceptable range of the applicant's income stated on the application; if not EFS would request additional documentation from the applicant. This product is hoped to be implemented by early September. Later in September, EFS will adopt a new

loan origination system that will allow creation of loan documents by contractors.

NYSERDA is now piloting a new and faster project approval process that generates an Eligibility Summary Report. This process will eliminate the need to upload the signed contract for project approval and consolidates several program forms. The plan for full implementation and dates for training webinars will be announced over the next couple of weeks. Later this year we anticipate having a fully automated project approval process that will allow contractors to obtain project approval and create loan documents in field on a 24/7 basis.

We hope that you find this information useful. If you have additional ideas for ways to improve the program please send them to hpwes@nyserdera.ny.gov.

Sincerely,

The NY Home Performance with ENERGY STAR Program Team

About NYSERDA

NYSERDA, a public benefit corporation, offers objective information and analysis, innovative programs, technical expertise, and funding to help New Yorkers increase energy efficiency, save money, use renewable energy, and reduce reliance on fossil fuels. NYSERDA professionals work to protect the environment and create clean-energy jobs. NYSERDA has been developing partnerships to advance innovative energy solutions in New York State since 1975. To learn more about NYSERDA's programs and funding opportunities, visit nyserdera.ny.gov or follow us on [Twitter](#), [Facebook](#), [YouTube](#), or [Instagram](#)

