

12/15/2014



Dear Participating Home Performance Contractors,

In October, NYSERDA announced a new process for submitting work scopes to the Home Performance with ENERGY STAR Program. Since its launch on October 9, approval times on projects using the new process are averaging less than one business day and the Program has received a significant increase in project submissions.

As a reminder, effective January 1, 2015, all projects submitted to the Program must follow the new work scope submission process using the new forms.

CSG will be offering one additional webinar in 2014, on December 18 at 3:30 PM. If you have not yet attend a session, have new staff or would simply like to participate again, please register to attend. Contractors will have the opportunity to ask questions of CSG staff at the end of the training as well as provide input and feedback on your company's experience to date.



The training will provide guidance on the use of the Eligibility Screening Tool (EST) as well as an introduction to the new approval document, the Project Incentives and Financing Eligibility Summary Report, produced by the NY HP Portal. EST allows contractors to receive instantaneous feedback regarding the incentive and financing eligibility of the project before submitting the project for approval. The new approval document, the Project Incentives and Financing Eligibility Summary Report, is produced by the NY HP Portal and replaces the current Customer Information Form, Certificate of Completion, and work scope approval transmittal document.

To register for the last training session with the opportunity to ask questions of CSG staff and provide input and feedback, please follow the following link:

- **Space is limited.**
Reserve your Webinar seat now at:
<https://www2.gotomeeting.com/register/564330882>

If you have not been able to attend an earlier session and are not able to attend on December 18, please send an email to Bou Reed, CSG's Field Manager, at Boujeloud.Reed@csgpr.com, and we will work with you to identify another training date.

Contractor can begin using the new process as soon as they have attended training.

Training materials are posted on the [Contractor Support Site](#). If you have any questions about this announcement, please contact your Technical Field Representative.

-NY Home Performance with ENERGY STAR

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 nyserderda.ny.gov or follow us on [Twitter](#), [Facebook](#), [YouTube](#), or [Instagram](#)

