

How to Become a Participating Contractor

NYSERDA's Single Family Residential Programs provide incentives for energy efficiency work based on household income. Households identified as Tier 1, are considered low-income households and are eligible to receive incentives through [EmPower New York](#). Tier 3 households are considered moderate income households and are eligible to receive incentives through [Assisted Home Performance with ENERGY STAR](#)[®].

Program Participation Requirements

Contractors interested in providing energy efficiency services to Tier 1 and Tier 3 families, must be approved by NYSERDA for Program participation. Interested contractors should review the current [Participation Agreement](#) and the [Contractor Resource Manual](#). Prior to applying, contractors should review Article II and Article III of the Participation Agreement to ensure they meet the certification and application requirements for Program participation. It is expected that businesses/organizations applying to become a participating contractor are well established with the equipment and knowledge necessary to deliver high quality home performance services.

NYSERDA's EmPower New York and Assisted Home Performance with ENERGY STAR programs are supported by CLEAResult, who serves as NYSERDA's Program implementor. CLEAResult maintains a network of regional account managers who provide support to Participating Contractors. Contractors interested in joining the Program should send an email to support.residential@nyserda.ny.gov with their company name, primary contact, address, and a request for an account manager to reach out regarding Program participation. CLEAResult will assign an account manager based on the location provided in the email submission.

Once an account manager has been assigned, they will provide an overview of how the program works, requirements to join, and will answer any questions you have about the Program or the application process.

Application Process

Contractors meeting the participation requirements as outlined in the participation agreement can complete and submit a [Participation Agreement Signature Form](#) along with all of the supporting document identified in Article III, Section 3.01 of the [Participation Agreement](#).

A. Program review of Application and required supporting documents.

1. Once all the required paperwork has been submitted, NYSERDA will confirm all paperwork is complete, and review provided references, website (if provided), and crowd-sourcing websites.
2. Upon satisfactory review and submission of all required documents, a contractor on-boarding interview will be scheduled between NYSERDA, CLEAResult, and the contractor.
 - i. Contractor will be expected to provide an overview of their services and experience and answer any questions Program staff or CLEAResult has.

- ii. Contractor will be provided with the opportunity to ask questions about the Program.

B. Contractor Review

1. Following on-boarding interview, the Program will decide if the contractor is accepted for participation in the Program. Key evaluation criteria include but are not limited to:
 - i. Review of the on-boarding interview;
 - ii. The applicant's commitment to fair and ethical business practices as demonstrated through the on-boarding interview and the review of references and crowd-sourcing websites;
 - iii. Documented experience with advanced building science methods;
 - iv. Documented prior relevant experience, such as references for completed projects, or participation in other NYSERDA programs;
 - v. A minimum of six months of experience with energy efficiency work is required.

C. Contractor Notification

1. Following the contractor review, NYSERDA program staff will determine if the contractor is accepted in the Program and communicate this decision to the contractor and CLEAResult. The notification will be provided via email and will outline next steps and any additional information needed to set up the contractor for program participation.

For additional questions about the Program please reach out to support.residential@nyserda.ny.gov. Additional Program information, including access to webinars and Program announcements can be found at <https://hpwescontractorsupport.com/> and information on all NYSERDA offerings can be found at <https://www.nyserda.ny.gov/All-Programs>