

2024 Residential Home Performance Program and Insulation Contractor Participation Agreement

Together we can help customers save energy and money!

DTE Energy has a portfolio of programs promoting energy efficiency and conservation that includes rebates and education. DTE's Residential Home Performance Program and DTE's Residential Insulation Rebate Program offer financial incentives to participating homeowners for the installation of qualifying energy efficient improvements in eligible residences.

Contractors interested in participating in the DTE Residential Home Performance Rebate Program ("Home Performance Program") and/or the Residential Insulation Rebate Program must complete this Participation Agreement.

This Contractor Participation Agreement is between the contractor listed below ("Contractor") and DTE and defines the terms under which the Contractor agrees to participate in the Home Performance Program and/or the Insulation Program. Under the terms of this agreement, the parties mutually agree to the following:

DTE will provide the Contractor:

- Information sessions about the programs' procedures, requirements, and qualifying equipment specifications.
- Rebates for eligible customers as filed with the Michigan Public Service Commission, but only as funds are available for such rebates. Home Performance Program Contractors will have exclusive access to the Home Performance section of the DTE Online Rebate Application System to reserve and apply for the above-mentioned rebates. Contractor understands and agrees that the rebate fund availability is variable and that DTE may, from time to time, and in its sole discretion, change or cancel the rebate program.
- Random post-installation verification of qualifying equipment.
- Field mentoring and technical assistance to help the Contractor achieve success in the Program(s) by delivering high-quality home performance and/or insulation installation.
- The opportunity to respond to leads generated from public awareness campaigns.
- Account management assistance in obtaining and using the diagnostic equipment and software required to conduct and report comprehensive home energy assessments and home improvements (Home Performance Program only).
- An online Energy Efficiency Directory (EED) that allows customers to easily search for and find a participating Contractor (dteenergy.com/eed). The Contractor will be included in the EED once the following requirements are met:
 1. Submission of a completed Participating Contractor Agreement. Information the Contractor provides in the Agreement will be used to create the Contractor's EED listing (company name, contact information, certified services, etc.).
 2. Participation in a Home Performance Program and/or Insulation Program training class(es).
 - Contractors participating in both the Home Performance Program and the Insulation Program may be required to attend trainings exclusive to one (1) program.
 - A training course for the Home Performance Program may be allowed to serve as a substitute for an Insulation Program course, and vice versa. Such decisions will be made on a case-by-case basis by Program Management.
 3. Submission of two (2) Home Performance Program jobs or five (5) Insulation Program jobs. DTE would like to ensure that the EED contains a list of active participating Contractors.

4. The Contractor agrees that DTE provides the EED list of home performance and/or insulation service providers solely for informational purposes. DTE does not endorse, rank, or review the listed providers. Any reviews contained in the EED are those of customers that the provider has serviced. DTE is not responsible for and makes no guarantees or warranties regarding the quality of the Contractor's work or products. The Contractor further understands and agrees that DTE may, at any time, and in its sole discretion, remove the Contractor from the EED. Reasons for such removal may include, but are not limited to, failure to comply with the terms of this Participating Contractor Agreement, failure to comply with applicable laws and codes, and misrepresentation of installed measures.*

The Contractor agrees to:

- Follow all instructions outlined in this Participating Contractor Agreement and adhere to all policies and procedures detailed in the Program Guidelines, if available.
- Submit a minimum of two (2) qualifying Home Performance Program rebate applications every 180 days and a minimum of five (5) within a one-year period. Contractors not meeting these minimum requirements will be considered inactive and may be removed from the Program (Home Performance Program only).
- Submit applications for eligible single-family homes only. Single-family homes are defined as two or fewer connected units. Each unit must be individually metered for natural gas and electric, and each unit must have its own heating, cooling, and water-heating equipment.
- Hold and maintain required licenses, including BPI/RESNET certifications (Home Performance Program only), and insurance coverage while participating in the Program(s).
- Use only BPI/RESNET (or equivalent) certified technicians to perform Comprehensive Energy Assessments (Home Performance Program only).
- Install all qualifying measures in a professional manner, consistent with industry standards, and in conformance with all applicable building codes, zoning laws, and local, state, and federal requirements.
- Comply with all applicable BPI/RESNET or equivalent, Program-approved certification standards governing home performance inspections, diagnostics, and treatments while performing any activities connected to the Home Performance Program, such as Comprehensive Energy Assessments, installations of measures, or post-installation diagnostic tests and inspections (Home Performance Program only).
- Provide the homeowner with a professional report, generated directly from Program-approved software or a pre-approved equivalent, containing comprehensive recommendations for improving the energy efficiency, comfort, and safety of the home. This report supports the Home Performance Program's mission to educate homeowners on their energy usage during Comprehensive Energy Assessments (Home Performance Program only).
- Allow field inspections, selected at random by DTE, of work that has been performed. The Contractor, upon request from DTE and at no additional cost to the customer, shall make reasonable repairs or corrections to work that the Contractor has performed to bring such work up to Program standards.
- Maintain and retain accurate business records relating to the installation of qualifying measures for at least one year following installation.
- For all installations, accurately document the measure details required to properly submit the application through the DTE Online Rebate Application System. Apply for rebates through the Online Rebate Application System, uploading all required supplementary documents, including an invoice (model, serial number, quantity of installed measures, and installation date), on all installed equipment within 30 days of the installation date given on the rebate application or within 30 days of test-out assessment (Home Performance Program only).
- Provide permit numbers, as appropriate, upon request.
- Provide rebate submission support for all qualifying measures installed.
- Not communicate with the media about the Program(s) without the written authorization of and coordination with DTE.
- Not use Program promotional materials (including DTE logo) without the express written consent of DTE.

*Misrepresentation of the installed measures will not be tolerated. If the Contractor is found in violation of this or any of the terms of the agreement and/or policies and procedures, the Contractor may be subject to restricted Program participation or removal from the Program(s).

The Contractor and DTE also agree to the following:

- DTE’s liability is limited to paying the incentive specified. DTE is not liable to the Contractor or any customer, whether in contract, tort (including negligence), strict liability, warranty, or otherwise for damages connected with or resulting from participation in these Programs. DTE reserves the right to not pay this incentive if the application and all required additional information are not complete and accurate or if funds are not available.
- Contractor and all of its employees, subcontractors, and suppliers are, with respect to DTE, independent contractors, and there shall not be deemed or construed any sort of agency, joint venture, or partner relationship between Contractor and DTE. The Contractor has no authority to represent or work on behalf of DTE and may not imply such authority either verbally or through the use of any DTE logos, trademarks, or service marks.
- The Contractor must comply with all applicable laws and codes. Failure of the Contractor to comply with applicable laws, codes, or DTE guidelines and/or any failure to resolve customer concerns may result in the Contractor’s removal from the Program(s).
- Participating Contractor status does not imply DTE’s endorsement of the Contractor in any way. This status identifies those Contractors who have completed the required Program training and are committed to actively promoting the Program(s) and assisting customers, as needed, to receive Program rebates.

Confidentiality Agreement: Any information received by the Contractor through its collection of customer data and any and all records, data, or information made available to the Contractor through the Program(s) shall be considered confidential data belonging to DTE. The Contractor agrees to hold all such data confidential and shall not disclose data to any third party for any reason. Further, any information provided to the Contractor during the engagement, including but not limited to any confidential company or customer data, shall be returned or destroyed at DTE’s or its implementation contractor’s request. The Contractor shall not use any confidential company or customer data for any purpose whatsoever except for the purposes set forth in this Participation Agreement. Furthermore, should the Contractor either receive or develop during the process of completing the work hereunder any aggregate data with respect to DTE or its customers, the Contractor shall not, either during the term of the Participation Agreement or thereafter, reverse engineer or otherwise manipulate such data for the purpose of obtaining personally identifiable customer information.

Term: The term of this Participating Contractor Agreement and the Contractor’s involvement in the Program(s) shall begin upon execution of this Agreement and end when the Program(s) expires. DTE may, at any time and for any reason, terminate this Participating Contractor Agreement and the Contractor’s participation in the Program(s) by providing the Contractor with three (3) days’ notice.

Participating Contractor Information

Company Name:		Tax ID#:	
State of Michigan Building Licensee Name:			
State of Michigan Building License Number:			
BPI/RESNET Certification Name:			
BPI/RESNET Certification Number:			
Street Address:			Apt/Ste:
City:		State:	ZIP Code:
Phone:		Fax:	
Primary Email (online application submissions and flaw responses; one contact only):		Secondary Email (program updates only):	
Website:			

Energy Efficiency Directory

Participating Contractors will be listed in the DTE Efficiency Directory at dteenergy.com/eed

Please indicate with your initials which Program(s) you intend to enroll in as a Participating Contractor:

- Home Performance Program (initial) _____
- Insulation Program (initial) _____

Contractor Services

- | | | |
|--|--|--|
| <input type="checkbox"/> Comprehensive Energy Assessment | <input type="checkbox"/> Boiler Tune-Up | <input type="checkbox"/> Furnace Tune-Up |
| <input type="checkbox"/> Air Sealing | <input type="checkbox"/> Insulation | |
| <input type="checkbox"/> Boiler Replacement | <input type="checkbox"/> Furnace Replacement | |

By selecting the above services, the Contractor agrees that it is equipped and able to perform the indicated services. Contractors may indicate electric/gas services provided regardless of DTE territory; however, the Contractor should make the customer aware that they are outside the DTE electric/gas territory and may not be eligible for Program incentives.

Contractor Certifications

- | | | |
|--|---|--|
| <input type="checkbox"/> NATE (North American Technician Excellence) | <input type="checkbox"/> NCI (National Comfort Institute) | <input type="checkbox"/> Comfort Institute |
| <input type="checkbox"/> ACCA (Air Conditioning Contractors Association) | <input type="checkbox"/> BBB (Better Business Bureau) | <input type="checkbox"/> ENERGY STAR® |
| <input type="checkbox"/> BPI (Building Performance Institute) | <input type="checkbox"/> Michigan Saves Contractor | |

Do you have a Yelp profile? Yes No If yes, provide your ID:

Participating Contractor Signature

The Contractor has read, understood, and agreed to all of the definitions, terms, and conditions that are a part of this Agreement and the referenced Home Performance Program and Insulation Program Rebate Application forms.

By signing below, the Contractor confirms: (i) Contractor has been trained on the Program(s) and will offer the Program(s) to its customers; (ii) Contractor does not have any unresolved or outstanding complaints before the Michigan State Department of Labor or the Michigan Department of Licensing and Regulatory Affairs or a pattern of outstanding litigation that involves its work; (iii) Contractor cannot hold DTE responsible for any losses, liabilities, expenses, attorney fees, damages, or injury to persons (including death) arising out of or in any way connected with its participation in the Program(s); and (iv) DTE reserves the right to end Contractor participation in this Program(s) at any time.

Company Representative

Name (please print):	
Title:	
Signature:	Date:

Please email this Agreement to mydteprogram@icf.com

For more information about DTE's Residential Home Performance or Insulation Rebate Programs, visit dteenergy.com/saveenergy