

4U2 program application instructions

Applying for the 4U2 program is easy!



If you qualified for Energy Assistance in the last year, you should apply for Weatherization Services through your local CAP agency instead of this program.

If you received State Weatherization Services in the last 15 years, you do not qualify for this program.

If you were deferred from the Weatherization program due to health and safety reasons in your home, you would not qualify for this program.

Review the checklist below, complete, print, sign the application, and submit.

Checklist for completing your application

- Read** program qualifications and eligibility requirements and authorization release.
- Verify** your eligibility. If your gas service account indicates you have received energy assistance payments, you will be referred to your local CAP agency for the Weatherization Assistance Program.
- Provide** necessary documentation to verify income to determine eligibility. (Note: Pay stubs from previous 3 months; unemployment statement and verification of unemployment statement; or copy of last year's tax return are acceptable forms of documentation.)
- If applicable, **obtain** property owner information. Have property owner fill out and sign property owner authorization and or property owner income and verification.
- Complete** Steps 1-5 of the application. (Note: Step 5 only needs to be completed if you are a renter.)
- Print, sign and date** the customer authorization.
- Mail or e-mail** your completed application and documentation.
- Keep** a copy for your records.

Mail or email:

Minnesota Energy Resources
755 Prior Ave., North, Suite 103B
St. Paul, MN 55104
4U2@franklinenergy.com

Other requirements

- Be the owner or renter of the property (and have the owner's authorization section filled out) with no intention of moving within the next six months.
- Have an active Minnesota Energy Resources account. The primary heating fuel of your residence must be natural gas.
- Be responsible for the direct payment of your natural gas bill.
- Multifamily properties with four units or less are eligible to participate. Five-units or more will be referred to the Multifamily Program.
- Manufactured homes will be referred to the State Weatherization Program

Terms and conditions

- This program offers building envelope improvements based on income eligible criteria. Emergency equipment replacement also may be available.
- Applications are processed on a first-come, first-served basis.
- Applicant must meet the following eligibility requirements:
 - Applicant must provide verification of income eligibility.
 - Customers cannot participate in both Weatherization Assistance and 4U2 Programs.
- Landlords must approve participation in this program by their renters and are expected to contribute to the improvement and corrections of extraordinary circumstances or remediation of health and safety.
- If Health & Safety measures for a project exceed \$500, a co-pay of \$150 will be assessed to the customer's natural gas account.
- Participants understand they are not eligible to receive a rebate for this improvement earned under a different Minnesota Energy Resources program.
- This program is subject to regulatory rules and orders.
- Minnesota Energy Resources reserves the right to inspect or verify any work completed under this program and to change or discontinue this program without notice.
- Tax information: Minnesota Energy Resources is not responsible for any tax consequences of the 4U2 Program.

Need help?

Please call us at: 866-872-0052, option 1
cashrebatesnow.com



4U2 program customer application

Please complete all steps. All information must be filled out to ensure processing.

STEP 1 Customer information

Minnesota Energy Resources gas account number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Customer name *(as it appears on bill)*

Installation address:

Street _____

City _____ State _____ ZIP code _____

Telephone number _____

email _____

STEP 2 Household information

Housing type (required):

Single-family dwelling Townhome Duplex
 Triplex Four-plex
 Multi-family dwelling (5 units or more)

Own or rent:

Owner occupied Landlord Tenant

Year home was built: _____ Square footage: _____

How did you hear about Minnesota Energy Resources' 4U2 program? (Check all that apply):

In-home or online audit Billboard Web
 Another customer Bill insert Email
 Contractor/retailer Radio
 Other _____

STEP 3 Income verification

Please check your household size and corresponding income level:

Gross household income up to:			
	Family size	3-month	Annual
<input type="checkbox"/>	1	\$8,050	\$32,200
<input type="checkbox"/>	2	\$10,888	\$43,550
<input type="checkbox"/>	3	\$13,725	\$54,900
<input type="checkbox"/>	4	\$16,563	\$66,250
<input type="checkbox"/>	5	\$19,400	\$77,600
<input type="checkbox"/>	6	\$22,238	\$88,950
<input type="checkbox"/>	for each additional member, add	\$2,838	\$11,350

Please enclose one of the following with your application:

- Copy of last year's tax return (**preferred**).
- Pay stubs associated with the previous three months. For bi-weekly pay periods, please provide 7 pay-stubs.
- Unemployment statement and verification of unemployment statement.

Household information

Household member	Relationship <i>(spouse, dependent, etc.)</i>	Age
1		
2		
3		
4		
5		
6		

STEP 4 Customer authorization

By signing this application, I agree to the Terms and Conditions set forth on this application. I acknowledge that I am an authorized representative for this account and hereby grant my utility company, Minnesota Energy Resources, approval for the release of up to 24 months of usage and billing information that may include personally identifiable information, to a third-party auditor that will perform a comprehensive 4U2 audit. I also agree to the release by Minnesota Energy Resources of any of its customer data, including personally identifiable information, to any contractor or other vendor providing services or support under the program. I am willing to provide documentation to verify my income. **By completing this form, I understand and agree that if Health & Safety measures for my project exceed \$500, a co-pay of \$150 will be assessed.** This co-pay will show on my Minnesota Energy Resources bill after the project is complete. I also understand that I may be responsible for the correction of any extraordinary issues/measures that arise should the funding for such corrections be exceeded. I understand that all work is subject to inspection by Minnesota Energy Resources and agree to allow access for these inspections to occur. **I have an obligation to inform Franklin Energy 30 days prior to a pending move.** I understand that I am not eligible to receive a rebate from another Minnesota Energy Resources program for improvements completed through the 4U2 Program, as only one rebate per piece of equipment or improvement is permitted. I, the Customer, will hold Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arises out of my relationship with any contractor.

Signature: _____ Date: _____

4U2 program property owner application

Please complete all steps. All information must be filled out to ensure processing.

STEP 5 **Property owner information and authorization (for renters)**

In the event work needs to be contracted for by the property owner, I, as the property owner, understand and agree that when participating in a Minnesota Energy Resources Energy Efficiency Program, I am solely responsible for the selection of any contractor that will perform work outside of the services provided by this program. All contractual arrangements are solely between me and the contractor. I agree that, in order to participate in the 4U2 program, I am responsible for 50% of the cost related to all weatherization improvements and heating and water heating equipment replacements. In addition, I am responsible for 100% of the cost of health and safety measures installed, as well as all extraordinary issues/measure corrections needed to perform weatherization and mechanical work. In the event that remediation work not covered by the 4U2 program is required, I, as the property owner, understand and agree that I will be responsible for the selection of the contractor performing the work and payment to that contractor. All contractual arrangements will be solely between me and the contractor. I understand that all work is subject to inspection by Minnesota Energy Resources and agree to allow access for these inspections to occur. If I am not able to pay, I must undergo the same income verification procedure that is applied to applicants.

I, the property owner, will hold Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arises out of my relationship with any contractor.

Name (Please print): _____

Signature: _____

Phone number: _____ Email: _____

Date: _____

VERIFY THAT LANDLORD INCOME QUALIFIES IF UNABLE TO PAY.

Please check your household size and income level:

Gross household income up to:			
	Family size	3-month	Annual
<input type="checkbox"/>	1	\$8,050	\$32,200
<input type="checkbox"/>	2	\$10,888	\$43,550
<input type="checkbox"/>	3	\$13,725	\$54,900
<input type="checkbox"/>	4	\$16,563	\$66,250
<input type="checkbox"/>	5	\$19,400	\$77,600
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<input type="checkbox"/>	for each additional member, add	\$2,838	\$11,350

Please enclose one of the following with your application:

- Copy of last year's tax return (**preferred**).
- Pay stubs associated with the previous three months. For bi-weekly pay periods, please provide 7 pay-stubs.
- Unemployment statement and verification of unemployment statement.

For office use only. Not used for any other purposes.

Customer income verification

Copy of last year's tax return.

Pay stubs from previous 3 months.

Unemployment statement and verification of unemployment statement.

Date Verified: _____ By: _____

For office use only. Not used for any other purposes.

Property owner income verification

Copy of last year's tax return.

Pay stubs from previous 3 months.

Unemployment statement and verification of unemployment statement.

Date Verified: _____ By: _____