

Step 1: Contact a Home Performance Specialist (HPS) in your area. Certified HPS contractors working only in the *existing* housing market are:

On Point, LLC
208-229-0292
Boise

R.J. Construction
208-989-5050
Nampa

Sheldon Consulting
208-772-7272
Coeur d'Alene

Building Energy
208-631-2104
Eagle

Step 2: A Comprehensive Home Assessment will be conducted by the HPS, who will explain the recommended improvements, including an estimate of the associated costs, expected benefits and cost savings.

Step 3: The homeowner collects itemized bids from each contractor for the appropriate parts of the work recommended by your HPS.

Step 4: The homeowner obtains utility bill for the past 12 months. Copies of bills or utility information must be submitted. Your utility can provide a computerized annual summary.

Step 5: Will you be providing your own financing? Yes No.
If no, then proceed to Step 6. If yes, then proceed to Step 7.

Step 6: Choose one of the following institutions for your credit check and loan closing services.

Bank CDA	Bonner, Kootenai and Shoshone Counties
Horizon Credit Union	Sandpoint
Horizon Credit Union	Coeur d' Alene
Panhandle State Bank	Statewide (Branches in: Bonners Ferry, Coeur d'Alene, Kellogg, Ponderay, Post Falls, Priest River, Rathdrum, Sandpoint)
Intermountain Community Bank	Statewide (Branches in: Caldwell, Fruitland, Nampa, Payette, Weiser)
Magic Valley Bank	Statewide (Branches in: Gooding and Twin Falls)

Estimated Loan Amount: \$ _____

Step 7: Attach:

	Bids
	Utility bills
	Comprehensive Home Assessment report

Questions? Contact the Idaho Energy Hotline at: 1-800-334-SAVE (7283)

I hereby certify that the information contained in this application is correct to the best of my knowledge.

Applicant Signature: _____ Date: _____

Co-applicant Signature: _____ Date: _____

Return to: Idaho Office of Energy Resources
Attention: Terry Hoebelheinrich
P.O. Box 83720
Boise, ID 83720-0098

Updated: April 2, 2008