



HOME ENERGY RETROFIT

PROGRAM GUIDE

DESIGN WITH ENERGY EFFICIENCY IN MIND.





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INTRODUCTION

Efficiency Manitoba’s Home Energy Retrofit program provides support for home renovation projects that significantly reduce energy use. These projects are often called “deep energy retrofits”. Deep energy retrofit projects require advance planning, capital investment, and an experienced contractor in order to be successful.

Renovation projects targeting Net Zero Energy, Net Zero Ready, or Passive House certification are all examples of deep energy retrofit strategies suitable for the Home Energy Retrofit program.

THE OBJECTIVES OF THE HOME ENERGY RETROFIT PROGRAM ARE:

- to promote deep energy retrofit projects.
- to educate, support, and prepare homeowners who are considering a deep energy retrofit project on their home.
- to increase the number of deep energy retrofit projects in Manitoba, and
- to increase the energy savings achieved by deep energy retrofit projects in Manitoba.

BENEFITS OF HOME ENERGY RETROFITS:

- Significantly reduced energy bills and long-term cost savings
- Improved occupant comfort and indoor air quality
- Reduced maintenance costs and activities
- Increased resilience to climate change
- Reduced carbon footprint and environmental impact
- Increased resale and property value

YOUR PROJECT QUALIFIES IF:

- It’s a residential, detached, duplex, or triplex home on its original foundation.
- You’re the owner of the home.
- The home is occupied 12 months per year (seasonal residences aren’t eligible).
- The home uses electricity or natural gas supplied by Manitoba Hydro.
- You have an EnerGuide evaluation of your home completed and you apply before starting any work.
- Your home retrofit project will significantly reduce energy use, with a final EnerGuide rating that’s at least halfway to the typical new home rating.
- At least 50% of the site energy use reduction will come from building envelope component upgrades.



OVERVIEW

Home energy retrofits are often called deep energy retrofits. They are large renovation projects that significantly reduce the energy a home or building uses. Undertaking multiple upgrades as part of a single renovation project can save time and money in the long run, despite high initial costs. Homeowners should consider their total ownership costs when determining how much to invest in a deep energy retrofit project.

Because each home is unique, the upgrades selected for each project will also be unique. Deep energy retrofits usually involve major upgrades to building envelope components. These are the parts of a building that separate the interior (conditioned space) from the exterior. A deep energy retrofit project will usually involve adding insulation, detailed air sealing, and replacing windows and doors. Many projects also include replacing or upgrading heating, ventilation, and air conditioning (HVAC) systems, or adding renewables like solar photovoltaics (panels that convert light into electricity).

Deep energy retrofits significantly improve occupant comfort, improve indoor air quality, and cut annual building energy consumption by 50% to 100%.

Smaller projects

The Home Energy Retrofit program is intended for projects with significant energy savings. Typically, this means buildings that will reduce their energy usage by 50% or more. Homeowners with more modest goals may benefit from considering other offers from Efficiency Manitoba.

What if I qualify for multiple Efficiency Manitoba programs?

Applying to multiple Efficiency Manitoba programs for the same upgrades isn't permitted. If you have reviewed our programs and need help deciding which offer is the best fit for your project, email us at retrofits@efficiencymb.ca.

Other rebate programs

Applicants are encouraged to stack Home Energy Retrofit rebates with other incentives, like those available through Canada Green Homes Initiative. The **Canada Greener Homes Grant** provides homeowners with up to \$5,000 in funding as well as up to \$600 toward an EnerGuide energy efficiency home evaluation. In addition to the grant, the **Canada Greener Homes Loan** offers interest-free financing to help you complete retrofits recommended by your energy advisor.

Efficiency Manitoba offers a \$250 stacking bonus to applicants who participate in the Canada Greener Homes Grant combined with their Home Energy Retrofit application.

Applicants are encouraged to seek out and apply for other incentives to help fund their retrofit project. Alternative funding sources must be disclosed to Efficiency Manitoba during the application period.

How to participate

SEE BELOW FOR THE STEPS TO GET STARTED ON YOUR RETROFIT JOURNEY:

1: The pre-retrofit EnerGuide evaluation

2: Apply to the Home Energy Retrofit program

3: Plan, document and complete the project

4: The post-retrofit EnerGuide evaluation

5: Submit your completion documents

6: Receive your rebate



STEP 1: THE PRE-RETROFIT ENERGUIDE EVALUATION

Before you apply, you must have a pre-retrofit EnerGuide evaluation performed on your home.

The pre-retrofit EnerGuide evaluation will tell you what retrofits will improve the energy performance of your home.

An energy advisor registered with Natural Resources Canada will carry out the evaluation. They will be a representative of your selected EnerGuide Service Organization. The advisor will collect data on elements of your home that impact energy use and will create an energy model of your home using a energy modelling software tool. The advisor's software tool can help you decide which upgrades are most important, show how they will interact with each other, and estimate how these upgrades will effect your home's energy use. The advisor will also conduct an air-tightness test called a blower door test. The pre-retrofit evaluation provides a baseline energy use to measure against your post-retrofit evaluation, once your project is complete.

Click [here](#) to learn more about the home evaluation process and how to prepare.

Booking and paying for your appointment

The cost of an EnerGuide evaluation varies, but is typically between \$600 and \$750 in total for the pre- and post-retrofit visits. You will need to pay your Service Organization or energy advisor directly for the evaluation. The Home Energy Retrofit program doesn't reimburse you for evaluation fees, but it is stackable with other rebate programs that do. The Canada Greener Homes Grant initiative reimburses up to \$600 towards EnerGuide evaluations at the end of your project as long as you complete one recommended and eligible upgrade. You can read more about the Canada Greener Homes Grant [here](#).

To apply for the Canada Greener Homes Grant, you will need to choose your Service Organization by registering in the [Canada Greener Homes Grant Portal](#). Or, you can visit [Natural Resources Canada's website](#) to view and select a licensed EnerGuide Service Organization to book your EnerGuide evaluation.

YOUR ENERGY ADVISOR WILL PROVIDE YOU WITH:

- an EnerGuide home rating and a label
- a Homeowner Information Sheet (HOIS) which describes the assessed building components and equipment and how the home uses energy
- a Renovation Upgrade Report (RUR) with recommendations for improving your home's energy performance

The HOIS and RUR documents are required for your Home Energy Retrofit application, so save them somewhere you can access easily when completing your online application in Step 2.

Click [here](#) for help understanding your home's energy rating.

To learn more about your documentation and what it means, visit [Natural Resources Canada's website](#).

STEP 2: APPLY TO THE PROGRAM

Once your pre-retrofit EnerGuide evaluation is complete and you've received your documents, you can now apply to the Home Energy Retrofit program. You must apply and receive approval from Efficiency Manitoba before starting work on your project.

The online application

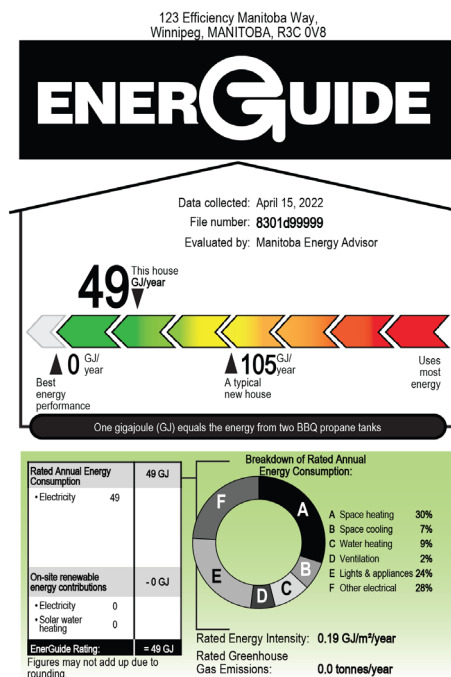
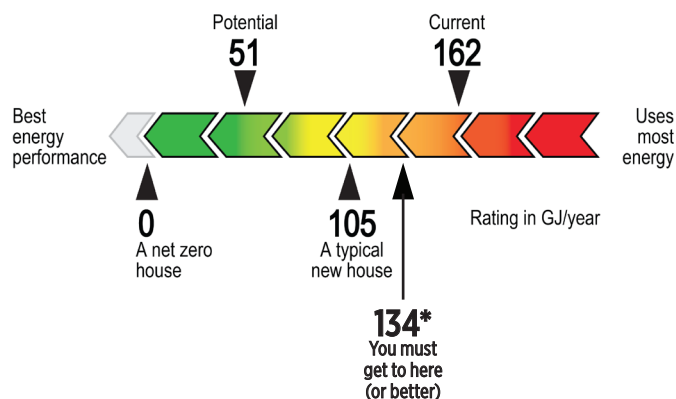
To apply online you must upload your Homeowner Information Sheet (HOIS) and your Renovation Upgrade Report (RUR). You will also need your Manitoba Hydro account number.

APPLY NOW

PLEASE KEEP THE FOLLOWING IN MIND WHEN COMPLETING YOUR APPLICATION:

- Your project must reduce site energy by half of the difference between the Current GJ rating and the Typical new house GJ rating, as indicated in your pre-retrofit documentation. For a detailed example, see the Rebates section below.
- At least 50% of the total site energy use reduction for the project must come from building envelope component upgrades.

For illustration purposes only. Each project has a unique rating. See your pre-retrofit documentation for more details.



The energy consumption indicated on your utility bills may be higher or lower than your EnerGuide rating. This is because standard assumptions have been made regarding how many people live in your house and how the home is operated. Your rating is based on the condition of your house on the day it was evaluated.

Quality assured by: Manitoba Service Organization

Visit NRCan.gc.ca/myenerguide



* How did we arrive at 134 GJ? Halfway between 162 GJ (Current GJ rating) and 105 GJ (Typical new house GJ rating) is 133.5 GJ. Rounded up, that means the final site energy use for the project must be 134 GJ or better (a lower number is better).



STEP 3: PLAN, DOCUMENT AND COMPLETE THE WORK

Decide what upgrades you plan to carry out as part of your retrofit project.

Recommended upgrades

YOUR RECOMMENDED RETROFITS WILL BE LISTED IN YOUR RENOVATION UPGRADE REPORT (RUR). THE RECOMMENDED RETROFITS ARE PRIORITIZED BY:

- your potential energy savings and greenhouse gas emission reductions
- how the components in your home interact with each other
- the life expectancy of your home's components
- occupant health and safety
- your potential renovation plans

Most retrofit projects of this scale will require hiring a professional contractor, installer, or tradesperson.

Your contractor should be aware that the house will be undergoing a post-retrofit evaluation including an airtightness test, and may have specific airtightness or performance targets. Your contractor is responsible for compliance with local bylaws, building codes, and other legislation as applicable.

If you choose to do the work yourself, you will be responsible for health, safety, permits, and compliance with all applicable regulations.

Contractor estimates

WE RECOMMEND TALKING TO AND GETTING QUOTES FROM AT LEAST THREE CONTRACTORS. WHEN YOU'RE REQUESTING AN ESTIMATE, EACH ONE SHOULD INCLUDE:

- cost of labour, equipment, and materials (names, models, size, etc.)
- total cost, including taxes and permit fees
- a statement that the contractor will instruct the homeowner on how to operate and maintain equipment and provide required operation manuals
- expected payment schedule
- estimated work start and completion dates
- a statement that the contractor carries liability insurance and Workers Compensation coverage
- warranties or guarantees
- homeowner vs. contractor responsibilities

Questions to ask contractors

YOU MAY ALSO WANT TO ASK:

- What form of agreement do you require before undertaking work in a home?
- Do you carry property damage and public liability insurance?
- How many projects like this have you completed?
- What are the names and phone numbers of two customers you have done work for in the last year whom I could call as references?
- Are you and your staff members part of a trade association or organization?
- Aside from yourself, who will do the work (ie. employees, sub-trades)?



Get a written contract

Once you have chosen a contractor to work with, ask for a written contract. Don't sign an incomplete contract or make a verbal agreement with the contractor. A written contract is what helps resolve disputes if the work is unsatisfactory.

Your energy performance expectations should be discussed with your contractor. You may wish to incorporate performance goals in your written agreement with the contractor.

BEFORE YOU SIGN THE CONTRACT:

- Read it carefully to make sure all the details have been included in the estimate.
- Review the fine print and terms and conditions.
- Be sure that both you and the contractor initial any changes to the work or standard conditions in the contract.

For more advice on hiring a contractor, read our [article](#).

STEP 4: THE POST-RETROFIT ENERGUIDE EVALUATION

Once you've completed your retrofit project, it is time to book your post-retrofit EnerGuide evaluation. You can do this in your Greener Homes portal if you applied to the Canada Greener Homes Grant, or you can contact your Service Organization or energy advisor directly.

You can visit [Natural Resources Canada](#) to learn more about what to expect and how to prepare for your appointment.

The post-retrofit evaluation can be compared to your pre-retrofit evaluation to calculate and demonstrate how much energy has been saved, how much greenhouse gas emissions are reduced because of the retrofits. After your post-retrofit evaluation is completed you will also be notified of the potential grants you are eligible to receive.

ONCE COMPLETED, YOUR EVALUATION WILL INCLUDE:

- your new EnerGuide rating and label
- an updated Homeowner Information Sheet detailing your home's post-retrofit energy performance

Your energy advisor has up to 30 days after your post-retrofit EnerGuide evaluation to submit electronic and signed paper documents to Natural Resources Canada.

STEP 5: SUBMIT YOUR COMPLETION DOCUMENTS

Once your energy advisor has provided your new EnerGuide Homeowner Information Sheet and label, you can complete your application to the Home Energy Retrofit program. Simply log into your [myEM portal](#) to complete this step.

STEP 6: RECEIVE YOUR REBATE

We will review your completion documents and use them to calculate your rebate. This step can take up to 30 days for us to complete. If we need additional information, we may contact you.

We will notify you by email and through your myEM portal once we have submitted your application for payment.

Rebates

The Home Energy Retrofit program pays a rebate based on your home's total annual energy reduction achieved through your renovation project. Efficiency Manitoba will use the EnerGuide documents your energy advisor has created to compare your home's energy use before and after the project.

We will compare the Current GJ rating shown on your Renovation Upgrade Report (RUR) to your final, post-retrofit EnerGuide rating. Rebates are paid per gigajoule (GJ) of energy saved. We pay \$75 per GJ saved up to the Typical new home GJ rating and \$150 per GJ saved beyond the Typical new home GJ rating.

Please see our rebate chart and detailed example below.

Stacking bonus

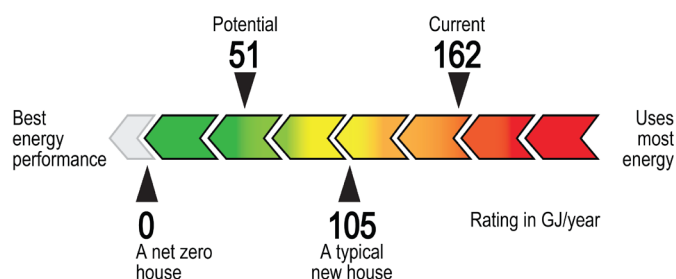
Efficiency Manitoba offers a \$250 stacking bonus to applicants who participate in the Canada Greener Homes Grant combined with their Home Energy Retrofit application. Applicants are asked to provide copies of their EnerGuide evaluation invoices when the project is complete, and the stacking bonus will be added to the total rebate paid.

REBATE CALCULATION EXAMPLE:

Measurements from pre-retrofit Renovation Upgrade Report (RUR)

Current rating: 162 GJ

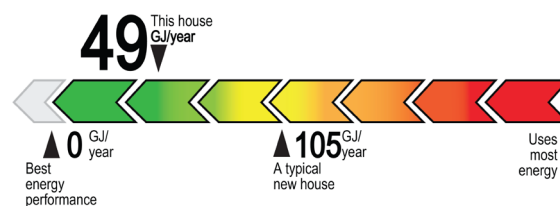
Typical new home rating: 105 GJ



Measurements from post-retrofit EnerGuide label, given at project completion

Final GJ rating: 49 GJ

Rebates are \$75/GJ up to 105, and \$150/GJ beyond 105



$162 - 105 = 57 \text{ GJ} @ \$75/\text{GJ} = \$4,275$

$105 - 49 = 56 \text{ GJ} @ \$150/\text{GJ} = \$8,400$

Rebate: **\$12,675**

+ \$250 stacking bonus (for projects that also apply to the Canada Greener Homes Grant)

= Total Rebate: **\$12,925**

HOME ENERGY RETROFIT REBATE EXPLAINER

1. The pre-retrofit evaluation

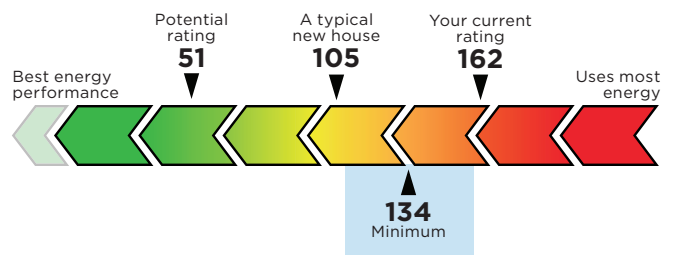
An energy advisor will come to your home and calculate your home's current energy rating (annual energy consumption), expressed in gigajoules (GJ).

In addition to your home's current rating, your Renovation Upgrade Report will show the rating of your house if it were built to new house standards, and the potential rating for your home once all recommended upgrades are completed.



2. Minimum requirements

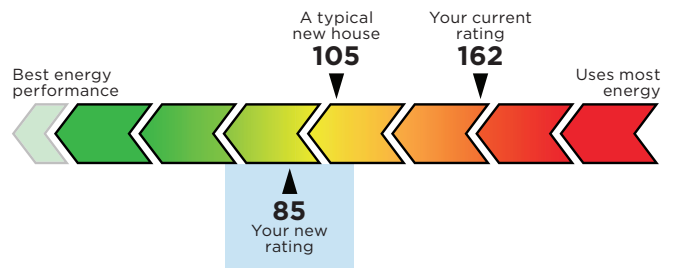
To receive your rebate, your home's new rating after your retrofit is complete needs to be halfway or more between your home's current rating and the typical rating of a new home with similar characteristics to yours.



3. The post-retrofit evaluation

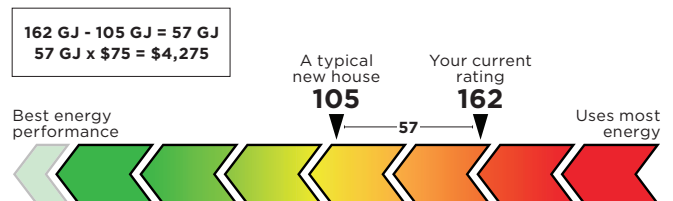
Once your project is complete, the energy advisor will return to perform a post-retrofit evaluation and determine your new rating.

The energy advisor will provide an EnerGuide label with your new rating and a Homeowner Information Sheet with the details.



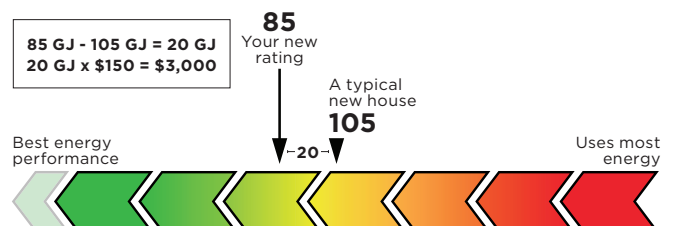
4. Calculating your rebate - STEP 1

We pay \$75 per gigajoule saved from the current rating up to the typical new house rating. For example, if your pre-retrofit evaluation had a rating of 162 gigajoules and the typical new house rating is 105, the difference is 57 gigajoules. We will pay 57 gigajoules x \$75, which would be \$4,275.



5. Calculating your rebate - STEP 2

We pay \$150 per gigajoule beyond the typical new house rating. To continue our example, if your new rating is 85 gigajoules and the typical new house rating is 105, the rebate would be 20 gigajoules x \$150, which would be \$3,000.



6. Your total rebate

Adding together Step 1 and Step 2, the total rebate would come to \$7,275.

$$\$4,275 + \$3,000 = \$7,275$$



APPLY ONLINE AT EFFICIENCYMB.CA

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