

Ready for your rebate?

Follow these easy steps.

Step #1: Confirm the details

- » You own residential multifamily property located within the City of Ann Arbor
- » You reserved funding and have a Rebate Reservation Number: osi.a2gov.org/rebates (Required)
- » Property meets income eligibility and documentation has been submitted with Reservation (optional)
- » Review sections and individual measures for eligibility requirements

Step #2: Attach a copy of your receipts and invoices

- » Provide Rebate Reservation Number
- » Provide copies of all receipts and/or invoices from product purchases or installations
- » Your receipt or invoice must clearly indicate the equipment type, make/manufacture, model, price, and date of purchase or installation
- » For equipment requiring licensed contractor installation, include an invoice from the installing contractor detailing equipment installed and marked paid in full

Step #3: Submit your application

- » Once complete, mail, email, or fax your application and supporting documentation to:

-  Mail: PO Box 609, Grand Ledge, MI 48837-0609
-  Email: a2zerorebates@michiganenergyoptions.org
-  Fax: 734-726-9050
-  Phone: 734-726-4747

Step #4: Get your rebate

- » Complete documentation must be received within 90 days of purchase and/or installation of measures
- » For the full program Terms and Conditions, please refer to page 7 of the application

Section 1: Contact Information

Customer Name:	Phone:		
Email Address:	Primary Fuel Type for Home Heating: Natural Gas Electric LP (Propane) Oil		
Installation Address (must be within City of Ann Arbor):	City:	State:	ZIP:
Mailing Address for Rebate (if different than above):	City:	State:	ZIP:
How did you learn about the program? Check all that apply: Mail/Bill Insert City Website Community Event Newspaper Contractor Word-of-Mouth Other			
Name of Installing Contractor:	Contractor Phone:		Contractor Email:
Contractor Address:	City:	State:	ZIP:

Complete section below only if rebate will be paid to Contractor

All contractor invoices must clearly show a line item for each rebate claimed and subtracted from the total in order for the rebate to be issued to the contractor.

Payee Legal Name (as shown on income tax return):	Payee Business Name (if different from Payee Legal Name):		
Payee Legal Address:	City:	State:	ZIP:
Mail Check to: Payee Legal Address Job Site Address Alternate Address (complete below)			
Alternate Address for Rebate (optional):	City:	State:	ZIP:
Payee Federal Tax Classification (check ONE only): Corporation Partnership Sole Proprietor/Individual LLC Other tax-exempt organization or government agency			
Payee Taxpayer Identification Number (TIN) (must match Payee Legal Name above): FEIN #:			
Payee Signature:	Print Name:	Title:	Date:

Section 2: Program Information:

Insulate Ann Arbor Program Reservation (Required)

Applicants interested in reserving market rate or income qualified program funds, should visit osi.a2gov.org/rebates to complete a separate reservation application. If approved, you will receive a reservation number and the program will hold your rebate dollars for **90 days** while your project is completed. After project completion submit your reservation number below and final invoice to the program for payment. For reserved projects, completed rebate application must be received within **90 days** of reservation approval.

A reservation is not required to apply for a rebate. Applications without a reservation will be processed on a first come, first served basis while funds are available.

Have you reserved your rebate? Yes No	Rebate Reservation Number:
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Income Qualified Properties: (Optional)

A property may qualify as income qualified if it meets at least one of the following

(Documentation required when submitting reservation application)

1. Participation in an affordable housing program:

Automatic qualification for any property that can provide evidence of participation in a federal, state or local affordable housing program; for example: Low-Income Housing Tax Credit (LIHTC), U.S. Department of Housing and Urban Development (HUD), U.S. Department of Agriculture (USDA), Michigan State Housing Development Authority (MSHDA), local tax abatement for income-qualified properties and so on

2. Located within an income-qualified Census Tract

Location within HUD’s annually published Qualified Census Tracts (www.huduser.gov/portal/sadda/sadda_qct.html), accompanied by property owner or manager certification that tenant households meet program’s rent and/or income qualification requirements.

3. Rent roll documentation

Submission of rent rolls documenting that the average rents charged by a particular property are affordable to households meeting HUD’s definition of Income-Qualified. Properties with average rental rates at or below 80% of local “Fair Market Rent” as published annually by HUD will be eligible to participate in the Income-Qualified rebates.

4. Resident income information

Submission of resident income information showing that at least 50% of apartment units are rented to households meeting one of the following criteria: A. At or below 250% of the Federal Poverty Level or B. At or below 80% of Area Median Income

Are you applying for income qualified rebates? Yes No

Section 3: DTE Account Details

DTE Electric Account Number:	DTE Gas Account Number:
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Section 4: Building Information

Property Name:		Property Management Company:	
Year Built:		New Construction or Major Rehab:	
Total Conditioned Sq. Footage (In-Unit + Common Area):		Number of Floors:	
Roof Type:	Number of Buildings:	Total number of Units:	Number of Units with Installations:

Section 5: HVAC and Water Heating

Primary Heating/ Cooling System:		
Central Cooling With Electric Heating	Electric Heating. No Central Cooling	Packaged Terminal Air Conditioner (PTAC)
Central Cooling With Gas-Fired Heating	Gas-Fired Heating. No Central Cooling	Packaged Terminal Heat Pump (PTHP)
Central Air Source Heat Pump	Gas Boiler. No Central Cooling	Ground Loop Heat Pump (GLHP)
Central Dual Fuel Heat Pump	Central Cooling With Gas Boiler Heating	Water Loop Heat Pump (WLHP)
Water Heater Fuel Type:		Hot Water Heating System Type:
Natural Gas	Electric	Central System (including common areas and apartment units)
		Individual Hot Water Heater In-Units

Section 6: Financial Information

Will Project be Financed Through Michigan Saves? Yes No	Does the Property and/or Residents Receive Income Based Rental Subsidies? Yes No
Is the Property Publicly or Privately Owned? Public Private	Do Residents Own or Rent Their Living Unit? Own Rent
Is this Property Receiving Tax Credits Through an Affordable Housing Program? Yes No	Are You Receiving Any Additional Funding Sources From Federal, State, or Private Grant Sources? Yes No Other
	Please Name Additional Funding Sources if Other:

Certifications and Signature

I hereby certify that:

1. The information contained in this application is accurate and complete;
2. All rules of the Insulate Ann Arbor Program have been followed; and
3. I have read and understand the Terms and Conditions on page 8 of this application.

I agree to verification of equipment installation which may include a site inspection by an Insulate Ann Arbor Program representative. I understand that I am not allowed to receive more than one rebate from this program for any one piece of equipment unless otherwise specified. I hereby agree to indemnify, hold harmless, and release the City of Ann Arbor from any actions or claims in connection with the installation, operation, and/or disposal of equipment (and related materials) covered herein, including liability from any incidental or consequential damages.

Please sign and complete all information below. Customer signature is required for payment.

Signature:	Print Name:
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Insulation and Air Sealing

- » Visit www.energy.gov/energysaver/insulation for information on insulation types and R-values
- » Required documentation: completed application; itemized contractor invoice with R-values before and after installation, and square footage covered, paid in full
- » Rebate Caps:
 - » Standard Rebate/Market Rate: \$75,000 or 50% of total project cost (whichever is lower)
 - » Income Qualified: \$250,000 or 90% of total project costs (whichever is lower)

Eligible Items	Requirements	Sq Ft Installed	Initial R-Value	Final R-Value	ST Rebate/ sq ft	IQ Rebate/ sq ft	Total Rebate (Sq Ft Installed X ST or IQ)
Roof & Attic Insulation	<ul style="list-style-type: none"> • Eligible for electrically or natural gas heated spaces (DTE required); living spaces only (no garages) • Insulation installed between conditioned and unconditioned space; new material with labeled R-value • Pitched roofs: must start < R-19 and reach ≥ R-49 • Flat roofs: add ≥ R-10 continuous • New construction: ≥ R-49 (CZ5); ≥ R-60 (CZ6-7) • Contractor installation required 				\$0.94	\$1.70	
Above-Grade Wall Insulation	<ul style="list-style-type: none"> • Eligible for electrically or natural gas heated spaces (DTE required) • Existing Walls: Uninsulated add ≥ R7; R5 Existing add R10 continuous • New construction: ≥ R-25 • Contractor installation required 				\$0.94	\$1.70	
Rim/ Band Joist Insulation	<ul style="list-style-type: none"> • Must insulate a minimum of 50 sq ft and all accessible rim joist areas • Required initial R-Value R0 • Required final R-Value R10+ with air seal • Contractor installation required 				\$0.50	\$1.00	
Basement Wall Insulation	<ul style="list-style-type: none"> • Eligible for electrically or natural gas heated spaces (DTE required) • Existing Walls: Uninsulated add ≥ R7; if R5 Existing add R10 continuous • New construction: ≥ R-25 • Contractor installation required 				\$0.94	\$1.70	
Crawl Space Wall Insulation	<ul style="list-style-type: none"> • Eligible for electrically or natural gas heated spaces (DTE required) • Uninsulated add ≥ R7; R5 Existing add R10 continuous • Contractor installation required 				\$0.94	\$1.70	

Eligible Items	Requirements	Conditioned Area Sq Ft	Initial CFM 50	Efficient CFM 50	ST Rebate/ sq ft	IQ Rebate/ sq ft	Total Rebate (Sq Ft Installed X ST or IQ)
15-29% Air Sealing Reduction	<ul style="list-style-type: none"> • Must achieve 15-29% reduction in air infiltration • Pre- and post-blower door test required • Contractor installation required 				\$0.56	\$1.00	
30% Air Sealing Reduction	<ul style="list-style-type: none"> • Must achieve 30% reduction in air infiltration • Pre- and post-blower door test required • Contractor installation required 				\$0.94	\$1.70	

**ST" indicates the standard rebate amount available to all applicants, "IQ" indicates the rebate amount available to income qualified applicants

Important Information

- » Incomplete applications cannot be processed for payment.
- » Applications must be received within 90 days of purchase and/or installation of measures and include invoices or receipts of purchase and required documentation showing eligible measures such as measure type, square footage, and pre and post blower door.
- » Notification of problems with incomplete applications will be sent via email or U.S. Mail.
- » Applicants will be given 90 calendar days to respond before application is deemed ineligible.
- » A rebate check will be mailed to you for qualified products. Please allow 6 to 8 weeks to receive your rebate check from the time your application is received.
- » Complete applications and supporting documentation should be sent to:



Mail: PO Box 609, Grand Ledge, MI 48837-0609



Email: a2zerorebates@michiganenergyoptions.org



Fax: 734-726-9050



Phone: 734-726-4747

Insulate Ann Arbor Program Terms and Conditions

Application

This application, along with any required additional documentation, must be truthful, complete, and accurately filled out. Applicants should retain a copy of this application and any accompanying documentation submitted to the A²ZERO Insulate Ann Arbor Program. The City of Ann Arbor and its contractors will not be responsible for lost documentation pertaining to this application request. Details of this program, including rebate levels, are subject to change or cancellation without prior notice. All applications and required documentation must be received within 90 days of the purchase/installation of eligible equipment or by December 31, 2026, whichever is earlier.

Limited Funds

Funds for rebates are limited and available on a first-come, first-served basis. Rebate amounts are valid through June 30, 2026, or until the fund limit for the year is reached, whichever is earlier. The City of Ann Arbor reserves the right to not pay a rebate if funds are not available at the time of application approval, or if the application is not complete and accurate, including all required additional information and documentation, or if the application is not submitted within the required time frame. The rebate amount may not exceed the pre-tax purchase price of the eligible equipment.

Eligibility

This offer is valid only for owners or residents of multifamily residential property located in the City of Ann Arbor. Equipment must be installed on residential property within the boundaries of the City of Ann Arbor, and applicant must meet all program eligibility criteria. Equipment must be new and operational; refurbished and/or open-box products are not eligible for rebates. Limit one rebate per eligible measure/unit or as noted in each measure section. Applicant must be 18 years or older to be eligible for rebate.

Approval, Verification, and Inspection

Prior to any payment of rebates, the City of Ann Arbor reserves the right to verify sales transactions and installation compliance. Applicant and/or their contractor must comply with all applicable building codes, zoning laws, and local, state, and federal requirements. Applicant is responsible for any applicable permits as required. Applicant's home may also be selected for a quality control post-installation inspection by program representatives. No warranty is implied by this inspection and Applicant is solely responsible for ensuring compliance with all City codes and proper measure installation.

Proof of Purchase

An invoice or receipt itemizing the purchased equipment must accompany each rebate application. The receipt/invoice must indicate the equipment type, make, model, price, serial numbers, and the date of purchase or installation. For measures requiring licensed contractor installation, an invoice from the installing contractor detailing equipment installed must accompany the application.

Payment

Unless otherwise stated, if the cost of the equipment/measure is less than the standard rebate amount, the rebate payment will be pro-rated to 90% of the pre-tax cost of the eligible equipment/measure. Once a completed application and all required additional documentation is submitted, a rebate payment is usually processed within 6 to 8 weeks. Rebate payments are made by check. Payment processing may take longer if information is missing on the application. Applicant may authorize payment of the rebate directly to the contractor.

Tax Liability

The City of Ann Arbor will not be responsible for any tax liability that may be imposed on the recipient of a rebate under the Insulate Ann Arbor Program as a result of the payment of the rebate. Applicants should contact their tax advisor for more information.

No Endorsement

The City of Ann Arbor does not endorse any manufacturer, product, system design, claim, or contractor in promoting this program.

Information Release

Applicants agree that the City of Ann Arbor may include their name, address, equipment/measures for which they received rebates, and resulting energy and CO2e savings in a database, and such information may be included in reports or other documentation submitted to regulatory bodies. This information will be treated as confidential and will only be reported in the aggregate.

Release/Indemnification

Payment of rebates under the Insulate Ann Arbor Program and/or evaluation of applications for rebates does not make the City of Ann Arbor or any of its affiliates, employees, or agents responsible for any work completed. Applicant fully releases and agrees to defend, indemnify, and hold harmless the City of Ann Arbor and its affiliates, employees, and agents from any claims in connection with the application, the rebates, and the work performed in connection with the Insulate Ann Arbor Program.

Disclaimer

Neither the City of Ann Arbor nor any of its affiliates guarantees the energy or CO2e savings or makes any warranties associated with the equipment/measures eligible for rebates under the Insulate Ann Arbor Program. The City of Ann Arbor has no obligations regarding, and does not endorse or guarantee any claims, promises, work, or equipment made, performed, or furnished by any contractor or equipment vendor in connection with the Insulate Ann Arbor Program.

Property Rights

Applicant represents that they have the right to complete and/or install the energy-saving measures on the property on which those measures are completed and/or installed, and that any necessary owner and/or landlord's consent has been obtained.

Applicant's Certification

Applicant certifies that they have purchased and installed (or made to be installed) the equipment listed in this application at the represented location. Applicant agrees that all information provided in this application is true and accurate.