

Energy Efficiency Assistance Program Customer Intake Form

Overview of the DTE Energy Efficiency Assistance (EEA) Program

The DTE Energy Efficiency Assistance (EEA) Program provides rebates to participating Partner Organizations to install energy efficiency measures in the homes of qualifying DTE customers at no cost to you. DTE EEA Program rebates are available on a first-come, first-served basis and Program funding may be limited. Income eligibility does not guarantee participation in the DTE Energy Efficiency Assistance Program.

Your DTE EEA Partner Organization shall be responsible for guiding you through the following steps:

1. Complete DTE EEA Customer Validation Form

Customers interested in participating in the EEA Program must have an active DTE electric and/or natural gas account. You will need to complete and sign the DTE EEA Program Customer Validation Form and provide required Program income qualification documents. If you rent your home, a signed DTE EEA Program Landlord Agreement Form will also be required.

2. Determine Program Eligibility

Your Partner Organization will verify income and determine if you are eligible to participate in the EEA Program.

3. Identify Potential EEA Measures and Perform Whole Home Assessment (if applicable)

Your Partner Organization will work with you to identify a full list of potential DTE EEA Program energy efficiency measures for which you may qualify. This step may also include Whole Home Energy Efficiency Assessments performed by your Partner Organization, an authorized EEA participating contractor, or the EEA Program Team.

4. Request Approved Validations for Identified EEA Measures

Your Partner Organization will submit a project validation request to the EEA Program Team on your behalf. The EEA Program Team will provide notification of all approved and/or denied measure validations to your Partner Organization within one to two business days. Approved validations shall remain active for 45 days.

5. Schedule EEA Measure Installations

Your Partner Organization will assign an authorized EEA participating contractor to complete the approved EEA measure installations in your home. You may be assigned multiple participating contractors if your home has been approved for multiple EEA measures. An assigned participating contractor(s) will contact you to schedule the installation and installations may take six to eight weeks to schedule and complete. Contact your Partner Organization if you do not hear from your assigned participating contractor(s).

6. Complete EEA Measure Installation

Your Partner Organization is responsible for ensuring EEA projects are complete prior the validation expiration dates. EEA measure installations may take up to six to eight weeks to schedule and complete. If any issues arise with your assigned participating contractor, please contact your Partner Organization to assist with resolving the issue. Upon completion of the project, your assigned participating contractor will have you sign an EEA Certificate of Completion Form.

7. EEA Rebate Application and Payment

Upon completion of the project, your assigned participating contractor will have you sign an EEA Certificate of Completion Form, which they will provide to your Partner Organization, along with all the required EEA Program project documentation and before and after photos necessary to submit the EEA Rebate Application. Your Partner Organization will submit the EEA Rebate Application on your behalf and provide the payment to the assigned participating contractor upon receipt of payment.

8. Post-Installation Field Inspections (if applicable)

DTE reserves the right to perform quality inspections and audit submitted documentation for any projects provided an EEA Program rebate. Your home may subject to a post-installation field inspection, and if selected, a representative of the DTE EEA Program Team will contact you to schedule the appointment. Your Partner Organization is also subject to review of EEA project documentation required to be kept on file.

Customer Information

First Name (DTE Account Holder):	Last Name (DTE Account Holder):	<input type="checkbox"/> DTE Electric-Only Customer <input type="checkbox"/> DTE Gas-Only Customer <input type="checkbox"/> DTE Combination (Electric and Gas) Customer	
DTE Energy Electric Account Number:	DTE Energy Natural Gas Account Number:		
Address:			
City:	State:	ZIP Code:	Phone:
Applicant Name if different from the DTE Account Holder:			Relationship to DTE Account Holder:
Community Action Agency (CAA)/Nonprofit Organization (NPO) Name: Energy Perfection, Inc.			CAA/NPO Phone: 313-721-5238

Program Income Eligibility

The DTE EEA Program provides services to low- to moderate-income DTE customers. Low-income customers cannot exceed 250% of the Federal Income. Limited funding available to customers within 251%-300% of Federal Poverty Guidelines.

Qualifying Assistance Programs

Have you, or any member of your household received assistance in the last 12 months from any of the qualifying programs noted below?

Please check programs that apply and provide documentation demonstrating proof of participation.

- | | |
|--|--|
| <input type="checkbox"/> DTE Low-Income Self-Sufficiency Program (LSP) | <input type="checkbox"/> Supplemental Security Income (SSI) |
| <input type="checkbox"/> DHS (Department of Human Services) | <input type="checkbox"/> Temporary Assistance for Needy Families (TANF) |
| <input type="checkbox"/> Michigan Low Income Home Energy Assistance Program (LIHEAP) | <input type="checkbox"/> The Heat and Warmth Fund (THAW) |
| <input type="checkbox"/> Michigan Food Assistance Program (FAP) | <input type="checkbox"/> Weatherization Assistance Program (WAP) |
| <input type="checkbox"/> State Disability Assistance (SDA) | <input type="checkbox"/> Supplemental Nutrition Program for Women, Infants, and Children (WIC) |
| <input type="checkbox"/> State Emergency Relief Fund (SER) | |

Household Information

Complete this section if you have not received assistance from any of the above qualifying programs in the last 12 months, and provide an applicable source of income documentation.*

Number of Adults Living in Household (18 years or older), Including Applicant:	Number of Children Living in Household (under 18 years of age):	Total Number in Household:
Note Source(s) of Income Provided:		

*Sources of income may include: paystubs, social security/SSI documents, unemployment letter/MARVIN statement, pension letter, DHS budget letter, child support documentation, etc. Proof of income or qualifying assistance program documentation must be provided to determine EEA Program eligibility and may be requested for review by a DTE Energy Specialist or Representative.

2025 EEA Program Income Qualification – Maximum Eligible Household Income Limit

Federal Poverty Guidelines Effective Jan. 15, 2025
Use Federal Poverty Guidelines found here: aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines
U.S. Department of Housing and Urban Development (HUD) Low Income Limits (80% AMI) Effective April 1, 2024
Use HUD Income Limit Table for County found here: huduser.gov/portal/datasets/il.html#year2024

Terms and Conditions

This application and any required documentation must be filled out completely, truthfully and accurately. DTE account holder or authorizing party (either of which has signed this form and is hereafter referred to as "Customer") must attest to the Terms and Conditions. Customer is advised to retain a copy of any accompanying documentation submitted to DTE under this Program.

DTE reserves the right to perform quality inspections of any work completed under the Program.

DTE may not be held responsible for the work of individual participating contractors.

ELIGIBILITY: DTE reserves the right to request documentation supporting income eligibility. Customer must be income-qualified with a residential account that is active and in good standing. Examples of income eligibility that may qualify an account holder are as follows: Clients at or below 250% of the FY 2025 Federal Poverty Guidelines or the 2024 HUD Low Income Limits (at or below 80% AMI) or participants deemed eligible for any of the following Michigan, federal or nonprofit low-income programs: LIHEAP, FAP, SSI, SER, TANF, WAP, THAW or WIC.

INFORMATION RELEASE: Customer agrees that DTE may share Customer information that includes, but is not limited to, Customer's name, address, email address, telephone number, energy consumption data, DTE account number, DTE services or programs in which the Customer has participated or is participating and resulting energy savings ("Customer Information") with third parties, and Customer understands and agrees that such Customer Information may be used, stored, published or otherwise managed by such third parties at their discretion. By granting this permission, Customer releases, discharges and forever holds DTE harmless from and against any and all claims that Customer may have against DTE or any of DTE's employees, agents, contractors, officers, directors, subsidiaries or affiliates arising out of the Customer Information.

RELEASE/INDEMNIFICATION: Customer shall not deem DTE or any of its affiliates, employees or agents ("DTE Parties") to be responsible for any work completed or products installed in connection herewith. Customer fully releases DTE Parties from any and all claims it may have against DTE Parties in

connection with the work performed or products installed in connection with them. In addition, Customer agrees to defend, indemnify and hold DTE Parties harmless from and against any and all claims, losses, demands or lawsuits by any third parties acting in connection with any work performed or products installed in connection with them.

LIMITATION OF LIABILITY: IN NO EVENT WILL DTE BE LIABLE WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, WARRANTY, OR OTHERWISE FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES CONNECTED WITH OR RESULTING FROM PARTICIPATION IN THE PROGRAM.

DISCLAIMER/WARRANTY: None of the DTE Parties guarantees the energy savings under this Program nor makes any warranties associated with the measures or products installed under this Program. DTE has no obligations regarding, and does not endorse, guarantee or warrant any claims, promises, work, or equipment made, performed or furnished by any participating contractor or equipment vendor that sells or installs any energy efficiency measure under this Program. DTE makes no warranties or representations of any kind, whether statutory, expressed or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding any product or service rendered by any person under this Program. All such products and services shall be accepted by applicant "AS IS" with respect to DTE. In no event shall DTE or the implementation contractor be liable for any incidental or consequential damages. Contact the participating contractor that installed your equipment for details regarding equipment performance and warranties.

TAX LIABILITY: DTE will not be responsible for any tax liability that may result from the installation of equipment. Contact your tax advisor for more information.

PROPERTY RIGHTS: Customer represents that he/she has 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 landlord's consent has been obtained.

Customer Certification

I, the applicant, certify the information provided above is complete, true and accurate to the best of my knowledge and that I have reviewed and agreed to the program terms and conditions above. I hereby grant DTE permission to verify any and all information provided to determine eligibility to provide EEA Program services to my home.

Signature: _____ Date: _____

EEA Customer Verification – This Section to Be Completed by Partner Organization

Household Income Qualification

The following income qualification documentation was verified to determine the customer eligibility for participation in the EEA Program:

☐ Proof of Qualifying Assistance Program Participation (within the last 12 months)

Household Member Name	Proof of Qualifying Assistance Program Provided

OR:

☐ Proof of Income Sources

Household Member Name	Source of Income Provided*	Amount (\$)	Payment Frequency (weekly, monthly, etc.)	Annual Amount
		\$		\$
		\$		\$
		\$		\$
*Applicable sources of income: paystubs, social security/SSI documents, unemployment letter/MARVIN statement, pension letter, DHS budget letter, child support documentation, etc.				Total Annual Amount: \$

The following method was used to determine the customer eligibility:

☐ Total household income is at or below 250% of Federal Poverty Guidelines

☐ Total household income is between 251% and 300% of Federal Poverty Guidelines

☐ Total household income meets the U.S. Department of Housing and Urban Development Low Income Limit (at or below 80% of median income)

Obtained Approval From Home Owner: ☐ Proof of Ownership **OR** ☐ Signed Landlord Agreement

Partner Certification

☐ I certify the customer information collected above is complete, true and accurate to the best of my knowledge. Upon receipt of an approved customer validation, DTE EEA Program services will be performed in adherence with our executed DTE EEA Partner Agreement, and agree for documentation to be kept on file for at least a year following project installation. I hereby grant DTE permission to verify any and all information to determine eligibility and for Program audit, documentation review and/or post-installation field inspection purposes.

Name: _____ Date: _____

Signature: _____

Return Completed Validation Request Form to:

DTE Energy Efficiency Assistance Program
1400 Howard St, Detroit, MI 48216
Email: dte-eea@sellllc.com
Fax: **313.447.2311** Terms and Conditions

A completed Customer Validation Request Form shall accompany a request to install EEA measures. Notice of approved or denied Customer Validation Requests for each measure shall be provided within 24-28 business hours of receipt. EEA funding may be limited and is available on a first-come, first-served basis. Income eligibility does not guarantee participation in the DTE Energy Efficiency Assistance Program.