



## Community Weatherization Coalition Home Energy Tune-Up Application

Energy Tune-ups from the Community Weatherization Coalition (CWC) can help save as much as 20% on monthly utility bills. To receive a tune-up, follow the steps outlined in the checklist below. If you have any questions or need assistance with the application, feel free to contact us.

### **A completed application includes:**

- Energy Tune-Up Application with a signed Disclosure Agreement
- Signed “Work Agreement and Permission to Enter Premises”

Please mail completed applications to:

**Community Weatherization Coalition**  
**4550 SW 41<sup>st</sup> Boulevard- Suite 2**  
**Gainesville, FL 32608**

\* Alternately, you may scan your completed and signed application to: [cwc@communityweatherization.net](mailto:cwc@communityweatherization.net)

Contact us with any questions: **(352) 450-4965**

### **The Energy Tune-Up Process from Start to Finish**

- Step 1** Complete a full application and submit it to CWC.
- Step 2** You will be called to schedule a tune-up of your home. You can request for it to take place in the morning or the afternoon at the time of this call.
- Step 3** Home Energy Coaches will be sent to your home in groups of two or more. They have been certified through the CWC to ensure your safety and the quality of the program and will wear CWC t-shirts and identification badges.
- Step 4** 6-8 weeks following the home tune-up, you will be sent a summary and/or copy of the completed inspection form for your records. You will also be sent a short survey about your experience with the CWC. We want your input; please fill out the survey honestly to help us improve our services.

### **Remember...**

- You are expected to participate in the home tune-up with the volunteers. Please plan to be home throughout the ENTIRE TUNE-UP. **You will need to schedule at least three hours.**
- Please help us with scheduling.** Our Energy Coaches are volunteers, and give freely of their time to perform a home tune-up. Last minute cancellations can make things difficult. Please try your best to keep your scheduled appointment.
- Please have **your most recent utility bill** available when energy coaches arrive so we can see where you are currently at with water/energy use, and where we can help you save the most!



## Community Weatherization Coalition Energy Tune-Up Application

Dear Resident:

Community Weatherization Coalition (CWC) volunteers perform *free* energy tune-ups for local households. An energy/water tune-up helps identify ways that you can reduce your utility costs. Volunteers may be able to help reduce your energy and water consumption through minor upgrades and advice. Most volunteers are not professional energy auditors, but have gone through training with the CWC before performing an energy tune-up. A successful tune-up along with simple changes at your home can *save as much as 20% on your utility bill*. **All services will be completed free of charge.** We want you as a partner in this process, and ask that you and/or any able-bodied members of your household participate alongside our volunteer energy coaches throughout.

**Please note: All energy tune-ups must be pre-approved by the resident.**

*\*Please print all information clearly.*

Name \_\_\_\_\_ Date: \_\_\_\_\_

Best time to be reached? \_\_\_\_\_ Hm. Phone: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_ Work/Other: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

Physical Address \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (ZIP Code)

Mailing Address \_\_\_\_\_  
(PO Box) (City) (State) (ZIP Code)

Ethnicity of all household members:  White  Black/African American  Native American  Hispanic  
 Asian  Middle Eastern  other \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

How did you hear about us?  Friend  Newspaper/radio  Mail  TV  Other \_\_\_\_\_

### **HOUSEHOLD INFORMATION:**

Applicant has lived at this residence for \_\_\_\_\_ years and \_\_\_\_\_ months.

Please circle: Do you **own** or **rent** the home?

Name on Deed: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address (if different from above) \_\_\_\_\_  
(Street) (P.O. Box)

\_\_\_\_\_  
(City) (State) (ZIP Code)

Complete the following for ALL members of the household. Attach additional sheets for further explanation if needed.

**\*Please note that knowing the number in your household helps us greatly in the assessment of your home/water usage. You will not be disqualified from this program based upon your income level or number of household members.**

	Names of ALL Household Members	Relationship	DOB	Income source	Gross Monthly Income
1		<i>Applicant</i>			
2					
3					
4					
5					
6					
7					
<b>Total Household Income/Month:</b>					<b>\$</b>

Names of household members with disabilities: \_\_\_\_\_

Please explain all disabilities or special needs:

- Hearing Impaired   
  Sight Impaired   
  Wheelchair bound   
  Use a walker   
  intellectual disability  
 Other \_\_\_\_\_

Are any household members (deceased or living) currently serving or have served in the military?  Yes  No

Electrical service provider: \_\_\_\_\_

Are you on a well for water? \_\_\_\_\_

Solid Waste/Trash Pick-up Provider: \_\_\_\_\_

**DISCLOSURE AGREEMENT**

My signature indicates that all of the above statements are true and correct to the best of my knowledge and belief. I grant permission for the Community Weatherization Coalition (CWC) to acquire, on an ongoing basis, my utility consumption information from my utility provider. I grant permission for the information on this form as well as other information about my family and household weatherization and/or repair needs to be shared with member agencies of the CWC in an effort to fulfill the needs at my home. This includes repair concerns gathered by the Tune-Up team during home inspections. Member Agencies to date include:

Alachua County Community Support Services, Alachua County Habitat for Humanity, Central Florida Community Action Agency, Christians Concerned for the Community, Catholic Charities, Gainesville Regional Utilities (LEEP Program), City of Gainesville Housing Division, Gainesville CRA, Alachua County Housing Division, Neighborhood Housing and Development Corporation, and Rebuilding Together North Central Florida.

Applicant will be notified if any new agencies join the CWC before any personal information is shared.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Name (printed)

\_\_\_\_\_  
Date



**RESIDENT WORK AGREEMENT AND PERMISSION TO ENTER PREMISES**

Resident Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

**To the Resident:**

Your home is being considered for an Energy tune-up by the Community Weatherization Coalition program. This is a community effort conducted by volunteers. This form grants your permission for the volunteers to enter your home to perform an energy tune-up and collect data regarding your energy use, home repairs needed, and to give you suggestions to improve your energy and water consumption.

Before we can perform the tune-up, you are **required to sign this Work Agreement** allowing us to perform these services. During the tune-up, the Community Weatherization volunteers conducting it will make suggestions and answer your questions regarding the process. You are expected to be home, and to participate in the tune-up as best as you can.

**WORK AGREEMENT, RELEASE AND PERMISSION TO ENTER PREMISES**

I, as owner/tenant of the above home/apartment, have read and understand the above and hereby grant permission for representatives of Rebuilding Together North Central Florida D/B/A the Community Weatherization Coalition; hereafter "*the CWC*" to enter these premises for the purpose of conducting an energy/water inspection/tune-up.

I understand that **the CWC** will perform the energy tune-up to the best of their ability using amateur volunteer labor. I further understand that **the CWC** is unable to warranty its work, and I accept any work performed **the CWC** on an "as is" basis. I grant permission for volunteers to enter my home to perform an energy tune-up and collect data regarding my energy use and home repairs needed. I grant permission for **the CWC** to acquire, on an ongoing basis, my utility consumption information from my utility provider. I hereby agree to release **the CWC**, its personal representatives, agents, volunteers, successors and assigns, from any and all past, present and future claims, demands, obligations, causes of action for damages of any kind, known or unknown, in any way related to the above actions or based upon any work performed by **the CWC** energy coaches at the residence listed above, whether founded by contract, common law, breach of warranty and/or workmanship.


I understand that should **the CWC energy coaches** determine, in its sole discretion that completion of the home tune-up cannot be made 1) without posing danger to any person, or 2) without damaging the reputation and/or mission of **the CWC**, they have the right to stop work on my property. I understand that should problems arise with the work performed or should further repairs be required, I have the right to request that **the CWC** make any such repairs; however, **the CWC** is not required to make any such repairs and will perform such repairs only if, in its sole discretion, it has adequate time, materials, and skilled labor to do so.

I understand that while volunteers are working on my home, there is to be no use of drugs, alcohol, or firearms on the property. I also understand that I am responsible for maintaining a hospitable environment free of any type of harassment against any **CWC** volunteers or staff members. I understand that should **the CWC** determine, in its sole discretion, that the environment on my property poses a danger, or is harmful to any volunteer or staff member, **the CWC energy coaches** have the right to immediately stop all work on the project regardless of the current status of the repairs being made.

**I understand that I need to be present during my home energy tune-up and participate as much as I am physically able in the process as requested by the volunteers at my home.**

*\*If renting, renter must be present; owner is not required to be available.*

\_\_\_\_\_  
Resident Signature Date

 \_\_\_\_\_  
Witness- Printed Name/Relationship Witness signature Date