

4U2 program application instructions

Applying for the 4U2 program is easy!

Review the check list below, complete, print, sign the application, and submit.

Checklist for completing your application

- Read** program qualifications and eligibility requirements and authorization release.
- Verify** your eligibility.
- Provide** necessary documentation to verify income to determine eligibility.
Note: Paystubs from previous 3 months; unemployment statement and verification of unemployment statement; or copy of last years' tax return are acceptable forms of documentation.
- If applicable, **obtain** property owner information. Have property owner fill out and sign property owner authorization and or property owner income and verification.
- Complete** Steps 1-5 of the application.
- Print, sign and date** the customer authorization.
- Mail or e-mail** your completed application and documentation. Submit to: 4U2@franklinenergy.com.
Note: Step 5 only needs to be completed if you are a renter.
- Keep** a copy for your records.

Mail:

Minnesota Energy Resources
2303 Wycliff St., Suite 2 E
St. Paul, MN 55114

Here's what you'll need to qualify:

- **Be the owner or renter of the property (and have the owner's authorization section filled out).**
- **Have an active Minnesota Energy Resources account. The primary heating fuel of your residence must be natural gas.**
- **Be responsible for the direct payment of your natural gas bill.**

Terms and conditions

This program offers building envelope improvements based on income eligible criteria. Emergency equipment replacement also may be available. Applications are processed on a first come, first-served basis. Applicant must meet the following eligibility requirements: Applicant must be a current Minnesota Energy Resources residential customer living in Minnesota. Applicant must provide verification of income eligibility. Landlords must approve participation in this program by their renters and are expected to contribute to the improvement and/or correction of certain circumstances. This program is subject to regulatory rules and orders. Minnesota Energy Resources reserves the right to inspect or verify any work completed under this program and to change or discontinue this program without notice.

Tax information: Minnesota Energy Resources is not responsible for any tax consequences of the 4U2 Program.

Need help?

Please call us at: 866-872-0052, option 1



4U2 program customer application

Please complete all steps. All information must be filled out to ensure processing.

STEP 1 Customer information

Minnesota Energy Resources gas account number:

Customer name (as it appears on bill)
Installation address:

Street _____
 City _____ State _____ ZIP code _____
 Telephone number _____
 email _____

STEP 2 Household information

Housing type (required):

Single-family dwelling Townhome Mobile home
 Duplex Triplex Four-plex
 Multi-family dwelling (5 units or more)

Own or rent:

Owner occupied Landlord Tenant

Year home was built: _____ Square footage: _____

How did you hear about Minnesota Energy Resources' 4U2 program? (Check all that apply):

In-home or online audit Billboard Web
 Another customer Bill insert Email
 Contractor/retailer Radio
 Other _____

STEP 3 Income verification

Please check your household size and corresponding income level:

Gross household income up to:			
	Family size	3-month	Annual
<input type="checkbox"/>	1	\$9,105	\$36,240
<input type="checkbox"/>	2	\$12,345	\$49,380
<input type="checkbox"/>	3	\$15,585	\$62,340
<input type="checkbox"/>	4	\$18,825	\$75,300
<input type="checkbox"/>	5	\$22,065	\$88,260
<input type="checkbox"/>	6	\$25,305	\$101,220
<input type="checkbox"/>	for each additional member, add	\$3,240	\$12,960

Please enclose one of the following with your application:

- All pay stubs associated with the previous three months.
- Unemployment statement and verification of unemployment statement.
- Copy of last year's tax return.

STEP 4 Customer authorization

I acknowledge that I am an authorized representative for this account and hereby grant my utility company, Minnesota Energy Resources, approval for the release of up to 24 months of usage and billing information that may include personally identifiable information, to a third-party auditor that will perform a comprehensive 4U2 audit. Customer also agrees to the release by Minnesota Energy Resources of any of its customer data, including personally identifiable information, to any contractor or other vendor providing services or support under the program. I am willing to provide documentation to verify my income. By completing this form, I am agreeing to a one-time potential co-pay of \$150 associated with this program. I also understand that I may be responsible for the correction of any extraordinary issues/measures that arise should the funding for such corrections be exceeded. I understand that all work is subject to inspection by Minnesota Energy Resources and agree to allow access for these inspections to occur. I, the Customer, will hold Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arises out of my relationship with any contractor.

Signature: _____ Date: _____

Customer income verification
 For office use only. Not used for any other purposes. Please indicate the method used for income verification.

Pay stubs from previous 3 months.
 Unemployment statement and verification of unemployment statement.
 Copy of last year's tax return.

Date Verified: _____ By: _____

4U2 program property owner application

Please complete all steps. All information must be filled out to ensure processing.

STEP 5 Property owner information and authorization (for renters)

In the event work needs to be contracted for by the property owner, I, as the property owner, understand and agree that when participating in a Minnesota Energy Resources Energy Efficiency Program, I am solely responsible for the selection of any contractor that will perform work. All contractual arrangements are solely between me and the contractor. I agree that, in order to participate in the 4U2 program, I am responsible for the cost of 15% of all weatherization improvements and heating and water heating equipment replacements. In addition, I am responsible for 100% of all extraordinary issues/measures corrections needed. I understand that all work is subject to inspection by Minnesota Energy Resources and agree to allow access for these inspections to occur. If I am not able to pay, I must undergo the same income verification procedure that is applied to applicants.

I, the property owner, will hold Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arises out of my relationship with any contractor.

Signature: _____

Date: _____

VERIFY THAT LANDLORD INCOME QUALIFIES IF UNABLE TO PAY.

Please check your household size and income level:

Gross household income up to:			
	Family size	3-month	Annual
<input type="checkbox"/>	1	\$9,105	\$36,240
<input type="checkbox"/>	2	\$12,345	\$49,380
<input type="checkbox"/>	3	\$15,585	\$62,340
<input type="checkbox"/>	4	\$18,825	\$75,300
<input type="checkbox"/>	5	\$22,065	\$88,260
<input type="checkbox"/>	6	\$25,305	\$101,220
<input type="checkbox"/>	for each additional member, add	\$3,240	\$12,960

Please enclose one of the following with your application:

- All pay stubs associated with the previous three months.
- Unemployment statement and verification of unemployment statement.
- Copy of last year's tax return.

Property owner income verification

For office use only. Not used for any other purposes. Please indicate the method used for income verification.

- Pay stubs from previous 3 months.
- Unemployment statement and verification of unemployment statement.
- Copy of last year's tax return.

Date Verified: _____

By: _____