

# Minnesota Energy Resources Authorized Insulation Contractor Program Summary of Requirements



Minnesota Energy Resources partners with the Center for Energy and Environment (CEE) to provide high-quality insulation and air sealing services to residential customers through the Authorized Insulation Contractor program. This comprehensive program ensures contractors implement best practices for installation of home insulation, including proper sealing of air leaks and testing for potential safety issues caused by air sealing a home. Only jobs completed by Authorized Insulation Contractors can receive rebates from Minnesota Energy Resources.

Outlined below are requirements contractors must meet to become a Minnesota Energy Resources Authorized Insulation Contractor. Details on additional requirements are contained in the program Participation Agreement signed by all Authorized Insulation Contractors.

**1. *Own proper insulation and diagnostic testing equipment including:***

- Blower door kit (including a manometer) for testing air leakage;
- Insulation blower with sufficient capacity to complete work, including dense packing of cellulose and/or fiberglass insulation; and
- Smoke puffer for checking air leaks and safety testing of combustion appliances.

**2. *Complete an approved training.*** Each crew leader who works in the program will be required to complete training and certification. The “crew leader” is the insulation installer that supervises the project and performs the on-site work. For the homeowner to obtain Minnesota Energy Resources rebates, only the crew leader who performs the work can sign off on completed projects.

There are three approved certifications through the Building Performance Institute (BPI): Air Leakage Control Installer, Building Analyst, and Envelope Professional. CEE also offers an approved, one-day Insulation Contractor Training. CEE will offer limited installer certification training, but the approved BPI certifications can also be obtained through other organizations.

**3. *Perform work according to established standards, including blower door tests and combustion safety tests of combustion appliances.*** Contractors are required to comply with the Air Sealing and Insulation Standards. Contractors must perform blower door tests pre- and post-insulation work. Safety tests of combustion appliances (e.g., hot water heater and furnace or boiler) must meet program standards.

**4. *Contractor shall respond to Minnesota Energy Resources customer requests in a timely manner, treat Minnesota Energy Resources customers with courtesy, and be cooperative during the installation.*** This includes but is not limited to: responding to requests for bids and performing work in a timely manner, assisting Minnesota Energy Resources customers in completing rebate applications, and refraining from high-pressure marketing tactics.

**5. *Agree to have work inspected through quality assurance visits.*** To confirm work quality, the program’s quality assurance specialist will inspect a sample of jobs once they are complete. Homes will be scored on adherence to standards. Contractors will be required to fix any issues found during an inspection, and must maintain a minimum job score to remain in the program.

**Questions? Contact:**

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