

National Housing Retrofit Scheme (One Stop Shop development call)



Rialtas na hÉireann
Government of Ireland

Programme Manager : Stephen Farrell

Contact : 018082117

Date: 08/09/2020

www.seai.ie

Workshop Objective

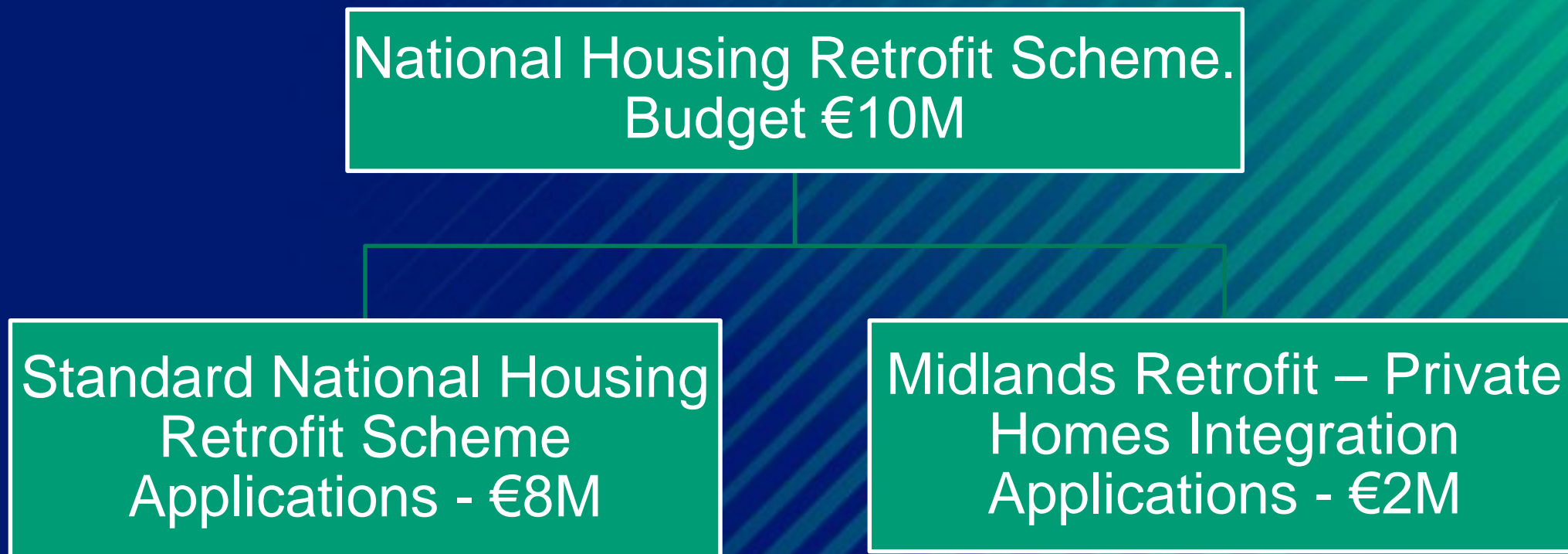
- Scheme Overview (2 streams, budgets, eligible projects)
- Key Dates & Deliverables
- Evaluation Process
- Self Scoring from Technical Workbook
- Quality & Delivery
- Brief Technical Workbook overview
- Completions & Payments
- Recommended Do's & Don'ts

Scheme Queries:

- Stephen Farrell (stephen.farrell@seai.ie)
- Brian O Mahony(brian.omahony@seai.ie) Midlands Private Retrofit.
- Josephine Maguire (josephine.maguire@seai.ie) One Stop Shop Advice.

National Housing Retrofit Scheme:

- Overall Budget Allocation = €10M



Eligible Projects

National Housing Retrofit
Scheme Standard
Application (€8M)

No geographical
limitations,

Companywide / finance
provider district led
application, or

Regional applications.

Midlands Retrofit – Private Homes
Integration (€2M)

Associated with Local
Authority areas in;

Galway

Kildare

Laois

Longford

Tipperary

Offaly

Roscommon

Westmeath

Submitting an Application:

- Open for submissions - Formally advised by BEC@seai.ie
- Open Call – until funding is allocated. (Tracker on website).
- Last Date to Submit Application – indicative 1st of December 2020.
- Submit your application to:
 - Stephen.Farrell@seai.ie AND
 - BEC@seai.ie
- Await Email confirmation from SEAI.

Key Deliverables + Points:

- Deadlines for works completion = 15th of Oct 2021.
- Min. BER Primary energy uplift required = 100kWh/m²/yr.
- B2 (minimum requirement).
- B3 and C1 permitted with prior SEAI approval and confirmation Part L compliant.
- Late delivery – scoring implications
- Contracted energy credits deviation, PM fee will be adjusted pro rata.
- Adherence to SEAI's Technical Specification, SR54 and Relevant Standards.
- Max. BER project cost = €350 e.g. (€175 pre and €175 post BER) x % grant.
- Max. Grant €2M, Min. grant €100k.

Differences Between Funding Streams

National Housing Retrofit Scheme

National Housing Retrofit Scheme – Standard Application (€8M)	Midlands Retrofit – Private Homes Integration – Application (€2M)
A single application has no geographical limitations.	Within the Local Authority area of works.
Supports Private, LA & AHBs	Supports Private Homeowners only.
No additional support for Energy Poor Homes.	Additional Energy Poor Support.(80% grant support)
No change Pre and Post BER support (35% for Private and 50% for AHBs)	Pre-Ber on private homes will receive 80% grant support (incl. Non Energy Poor (NEP)). Built into TWB Post BER (35% for NEP & 80% for EP) Awaiting sign off
No Change, Pre & Post Bers will only be supported on homes that received retrofit works either 35% for Private or (50% for AHBs).	10 times the number of homes in an application may receive 80% grant support on a Pre-BER with Advisory Report even though no upgrade works are completed. E.g. 10 homes in application (100 homes). Awaiting sign off
Complete Standard National Housing Retrofit Scheme Applications Form on Website.	Complete Midlands Applications Form on Website.
Defined by your application.	Select preferred locations in application form.
No issue as max % funding is 35% or 50%	Overall max % funding 50%

Evaluation Process:

Evaluations – based on date application was submitted.

Scoring Criteria

- ✓ Self scoring (50 Marks)
 - Value for Money (30 Marks)
 - Technical Proposal (20 Marks)
- ✓ Quality & Delivery (50Marks) (3 evaluators – scores averaged)
 - Robustness (12 Marks)
 - Resource + Experience (12 Marks)
 - Customer Engagement (14 Marks)
 - Integrated Finance (12 Marks)

Value for Money (self score)

€ / Primary kWh saved. 15 marks

Total Cost (€)/ Primary kWh saving

<1.76	15 Marks
1.76-1.90	14 Marks
1.91-2.05	13 Marks
2.06-2.20	12 Marks
2.21 – 2.35	11 Marks
2.36 – 2.50	10 Marks
2.51 – 2.65	8 Marks
2.66 – 2.80	6 Marks
2.81 – 2.95	4 Marks
>2.95	2 Marks

Application Form Tab – Tab 2
Table A



Table A

Summary of Project Finances	Project Costs Euro (€)		Per kWh Saved Euro (€)	
Total Eligible Costs	€	390,202.58	€	2.46
Total SEAI Grant	€	136,570.90	€	0.86
Grant %	35%			
Total kWh Saved			158,320.00	

Value for Money

€ / m²

Total Cost (€) / Total Floor Area (m²)

< 381	15 Marks
381 - 440	13 Marks
441 - 500	12 Marks
501 - 560	11 Marks
561 - 620	10 Marks
621 - 680	8 Marks
681 - 710	6 Marks
711 - 740	4 Marks
>740	2 Marks

Tab 6 – u-value & Efficiency Data



	m ²	Enter s
	Floor Area	window
e, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
ce, Cobh	56	1.2(W)
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	941	

Application Form Tab – Tab 2 Table A



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Technical Proposal

Average Deemed Energy Uplift (20 marks)

Reference – Domestic Energy Credit Table

> 300 kWh/m ² /year	20 Marks
300 - 250	18 Marks
249 - 200	16 Marks
199 - 150	14 Marks
149 - 130	12 Mark
129 - 100	10 Marks
< 100	0 Marks

3homes @ 90m² = 270m²: savings = 59,370kWh/yr.
1homes @ 120m² = 120m²: savings = 19,790kWh/yr.
2homes @ 90m² = 180m²: savings = 39,580kWh/yr.
1homes @ 60m² = 60m²: savings = 19,790kWh/yr.
1homes @ 90m² = 90m²: savings = 19,790kWh/yr.
Total energy savings = 158,320 kWh/ year = **219.88kWh/m²/yr**

Based on
Deemed Credits

Quality & Delivery (50 marks)

- Robustness of Project Plan (12)
 - Project tendered,
 - key dates identified,
 - budgetary planning is robust,
 - QA provided,
 - risks identified and mitigated.
- Project Team Competence & relevant experience (12)
 - Delivery, Financial and Administrative Team identified
 - Relevant experience and competency. CVs /short biography
 - Project Team have successfully delivered

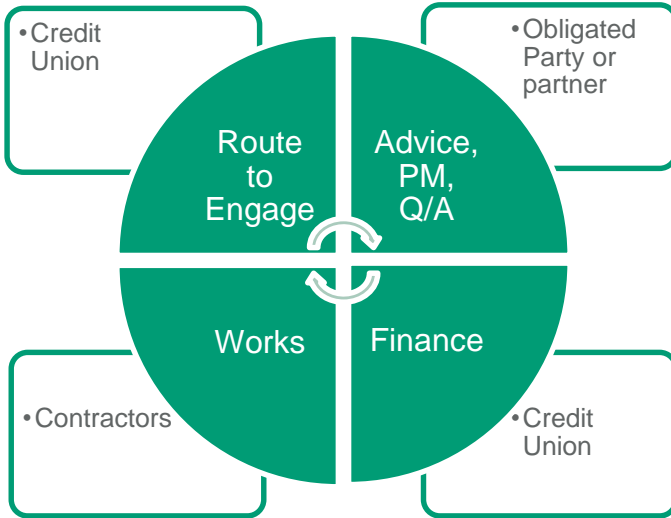
Quality & Delivery (50 marks contd.)

- Customer Engagement (14)
 - Fully engaged with participants through an engagement or marketing plan
 - Assurance of participant buy in.
 - Handover documentation, i.e. Operation and Maintenance (O&M) manuals, training and commitment to post-occupancy follow up,
 - Long terms delivery strategy
- Integrated Finance (12)
 - An fully integrated delivery model, attractive low-cost financing product.
 - An integrated delivery model, finance is on offer as part of the offering to householders.
- Reference scoring table in guidelines – cover all points where relevant.

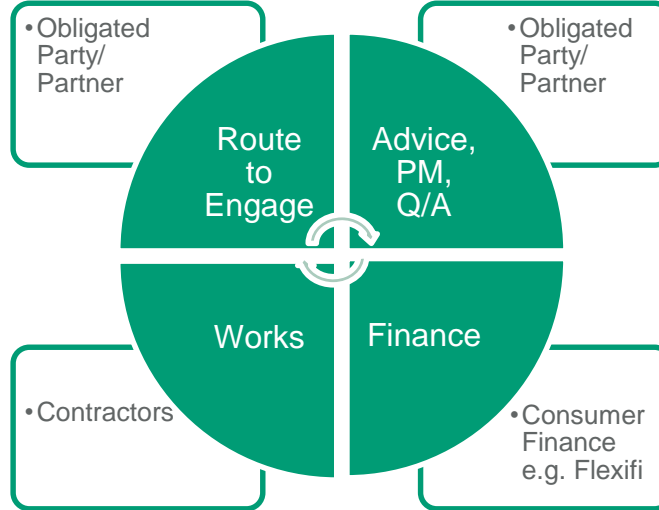
Some Examples of Models for Routes to Engagement

One Stop Shop

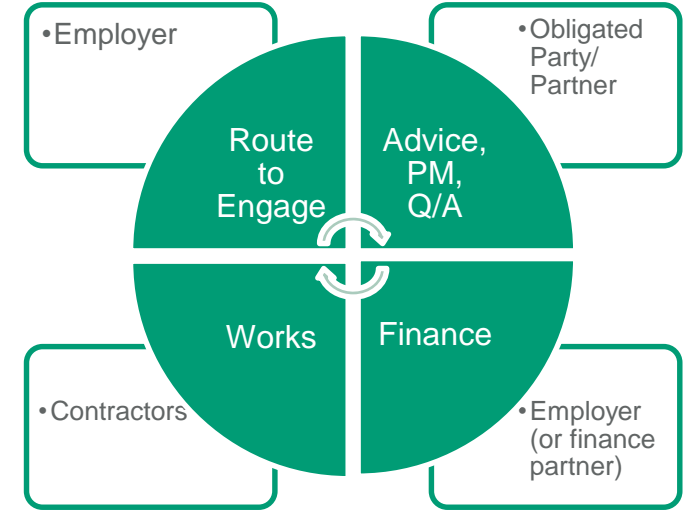
Credit Union Model



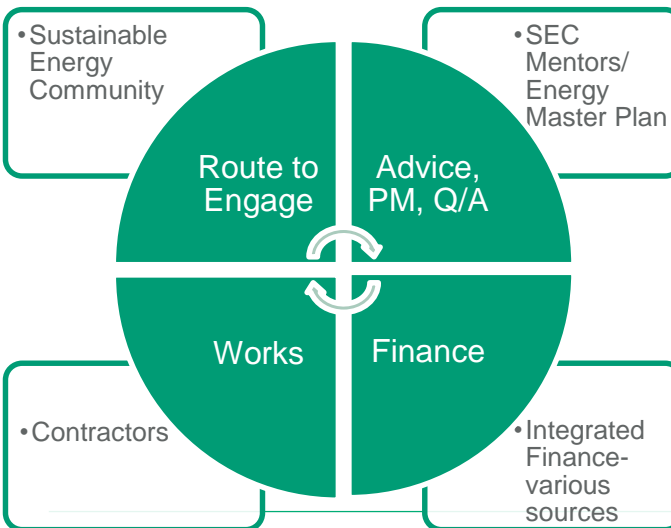
Consumer Finance Model



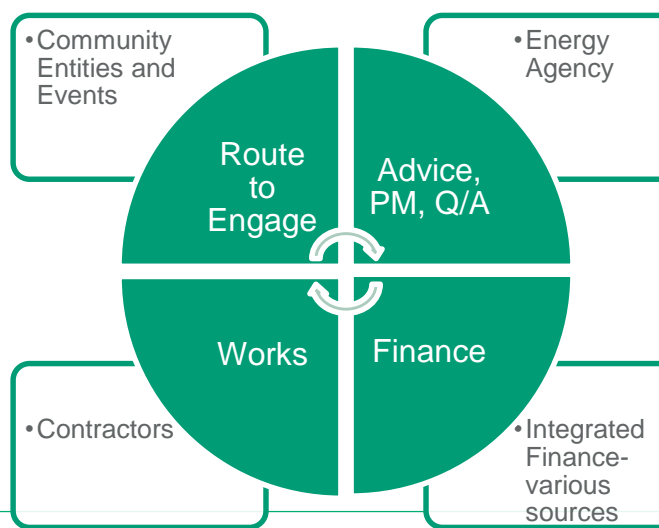
Employer Model



SEC Model



Local Energy Agency Model



These are just some examples of delivery models, more will develop and be encouraged by this programme.

In all cases it is envisaged that Energy Suppliers will have some role in projects, for instance this could be a financial contribution.

Technical Workbook in the Application Form

Ref: Tab 2 - 6

Application Form Detail– Tab 6 & Domestic Energy Credits Tab

	m2	Enter specified U Value for fabric measure(s) proposed or NA			Enter Heat Pump Efficiency (space and hot water) to be installed or NA
	Floor Area	windows/doors	walls	roof	Proposed heating upgrade
House 1	100	1.4	0.27	0.16	Space Heating 350%, HW 180%
House 2	95	1.4	0.27	0.16	Space Heating 350%, HW 180%
House 3	120	1.4	0.27	0.16	Space Heating 350%, HW 180%
House 4	115	1.4	0.27	0.16	Space Heating 350%, HW 180%
House 5	100	1.4	N/A	0.16	Space Heating 350%, HW 180%
House 6	95	1.4	N/A	0.16	Space Heating 350%, HW 180%
House 7	95	1.4	0.27	N/A	Space Heating 350%, HW 180%
House 8	95	N/A	0.27	N/A	Space Heating 350%, HW 180%

Ensure All Tabs Complete.

Ensure Domestic Energy Credit Tab is fully captured

Say 8 homes Fingal Co Co



Tab 6 U-Value & Eff. data

Tab 5 – Domestic Energy Credits



Upgrade Information						
Measure	Credit of measure	No of Units Implemented	Total Credits - All Homes	Total Area of Fabric Upgrade per house Per M2		Cost per Home
				Fabric Measures	Other Measures	
Published Measures				Fabric Measures		Other Measures
Air to Water Heat Pump with fully integrated Heating Controls Upgrade with remote access	10680	8	85440	0	10.00	10,000.00
Roof Insulation	1300	6	7800	60	12.00	720.00
External Wall Insulation	5900	6	35400	0	10.00	10.00
Full Window Replacement	1650	7	11550	0	10.00	10.00

Application Form Detail - project summary tab

1	Fingal Co Co
2	Enter Name of Beneficiary
3	Enter Name of Beneficiary

Communities Programme - Domestic Costs <i>Transfer costs to table A3 in application form</i>				No of Homes		Ber
Project Category	Maximum % funding possible	% funding requested	No of Units - Total	Project Management Included		
Local Authority	35%	35%	8.00	No		▼
Private	35%	0%	-	Yes		
Private	35%	0%	-	No		
Housing Association	50%	0%	-	No		
			8.00			

Application Form Detail - project summary tab

Total Project Cost from Domestic Credits Tab

Beneficiary		Project Cost		Fraction of Eligible VAT	Sub Total
Project Management Included		Name of Beneficiary		<i>0.135 only eligible if Revenue exemption letter submitted</i>	
Yes	1	Fingal Co Co	100,000.00	0.135	113,500.00
No	1	Fingal Co Co	-	0	-
No	1	Fingal Co Co	-	0	-
No	1	Fingal Co Co	-	0	-
			100,000.00		113,500.00

Project Management	Fraction of Eligible VAT	Domestic BER Cost	Fraction of Eligible VAT	Total Project Cost	Eligible VAT	SEAI funding
<i>Total maximum % eligible = 7%</i>	<i>0.25 only eligible if Revenue exemption letter submitted</i>	<i>Total maximum BER cost 250</i>	<i>only eligible if Revenue exemption letter submitted NOTE: no Vat on publication costs</i>			
7,000.00	0	-	0	107,000.00	13,500.00	42,175.
-	0	-	0	-	-	-
-	0	-	0	-	-	-
-	0	-	0	-	-	-
7,000.00		-		107,000.00	13,500.00	42,175.

Detail in Application Form

Tab 5 – Domestic Energy Credits summary

Tab 2 – Application form Tab Table A

Result of the table is calculation of residential credits

Total Summary	
Existing Energy Use	291000 kWh
Existing Energy Costs	20807 I
Total Number of Credits	73130 kWh
Energy Savings	5229 I
Cost of Measures	100000 I

Table A

Summary of Project Finances	Project Costs Euro (€)		Per kWh Saved Euro (€)	
Total Eligible Costs	€	120,500.00	€	1.65
Total SEAI Grant	€	42,175.00	€	0.58
Grant %	35%			
Total kWh Saved	73,130.00			

[TECHNICAL WORKBOOK VIDEO DEMO](https://www.seai.ie/grants/community-grants/project-criteria-and-funding/)

<https://www.seai.ie/grants/community-grants/project-criteria-and-funding/>

Guidance on Measures

- Changes in addresses allowed.
- Change in measures possible subject to SEAI approval
- New measures **not** possible
 - E.g. if drylining not captured in Contract workbook, it cannot be added later.
- Single measures not permitted. (see BEH grant)
- Full window replacement (Every single window)
- Door replacement - 1 Front or 1 Back
- All pricing is fixed and by measure
- € / Sq. Meter price for fabric measures
- Alternative measure cells – airtightness, MVHR, etc...

ECMs savings

N.B - Engaging PES

Current deemed credits cease Dec 31, 2020

- Used to form application (built in TWB)
- VFM score €/kWh
- Form contracted savings

New savings are under consultation currently

- In place in Jan 01, 2021
- Applied to any work complete in 2021
- Based on final energy savings
- No kWh savings for Solar PV (confirmed already so removed from TWB)
- ECMs uploads post works = BER uplift x “ in use factor ”



Energy Saving Credits:

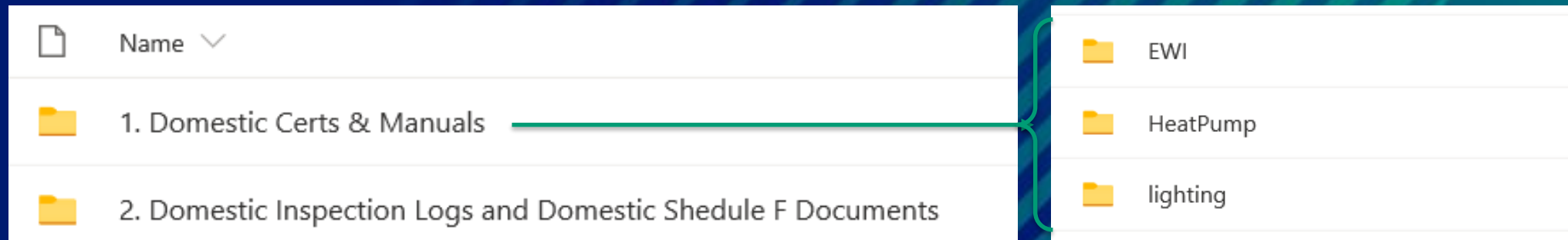
All works to be completed as per Better Energy scheme Contractors Code of Practice and Standards and Specifications Guidelines. All measures must be installed in dwellings built before 2007 unless otherwise stated

Measure	Minimum Specification - All measures installed must meet the minimum specification listed below	Energy Credits kWh/yr	
		Apartment	House
Roof Insulation	Insulation as per TGD L 2008 <ul style="list-style-type: none">On the ceiling to U-Value 0.16 W/m²KOn the rafter to 0.2 W/m²KOn flat roofs to 0.22 W/m²K	800	1,300
External Wall Insulation	To U-Value 0.27 W/m ² K as per TGD L 2008	3,750	5,900
Internal Dry Lining Wall Insulation	To U-Value 0.27 W/m ² K as per TGD L 2008	3,200	5,000
Cavity Wall Insulation	To U-Value 0.50 W/m ² K	2,050	3,250
Floor Insulation	To U-Value 0.36 W/m ² K	700	1,100
Full Window Replacement (incl doors with > 60% glazing)	To U-Value 1.4 W/m ² K	1,050	1,650
Window glazing envelope replacement (includes doors with > 60% glazing)	Minimum glazing envelopes U-Value 2.1 W/m ² K	490	770

Works Completed

- Staggered completion preferred.
- Advisory Inspection - early in contract.
- Email confirmation - technical specifications adhered too and homes completed.
- Upload to SharePoint (specific access assigned to PC)
 - Domestic inspection log
 - Domestic Certification + manuals
 - Schedule F and Data Consent Forms.
 - Upload Pre and Post BERs

Homes in the inspection log must have these docs uploaded to Sharepoint



Works Completed

Inspection Log

Read all Instructions and complete all cells.

				Select Measure from drop down menu	
Fuel Poor	Is this a Deep Reroft?	Property Type	Works Complete	Measure 1	Measure 2
				External Wall Insulation	Air to Water Heat Pump with fully integrated Heating Controls Upgrade
Sub Contractor Company Name (per Measure) here >>>>				Insulation Ltd	Heating LTD
N	N	House-Mid Terrace	Y	Y	Y
N	N	House-End of terrace	Y	Y	Y
N	N	House-Mid Terrace	Y	Y	N/a
N	N	House-End of terrace	Y	N/a	Y

e.g. 30no homes in a project

- Log 1 submitted 6/5/2020 - 2 advisory inspections (works fully complete)
- Log 2 submitted 10/7/2020 - 18 completed homes and 1no Payment Claim for 20 homes submitted
- Log 3 submitted 15/8/2020 - 10 completed homes

Application Process

Read the Published Guidelines.

Complete the application form fully (All 6no TABs fully complete)

Complete the Participating Energy Supplier Declaration (Must have PES involvement)

Submit your application form via email to: Stephen.Farrell@seai.ie CC BEC@seai.ie

NB: email subject line: National Housing Retrofit Scheme Standard Application: *XXXProject.NAMEXXXX*

Or Midlands Retrofit – Private Homes Integration Application: *XXXProject NameXXXX*

- Must get email confirmation from - Stephen.Farrell@seai.ie
- Evaluated Internally only.
- Where < 65 marks.
 - 5 working days to submit Draft 2 to Stephen.Farrell@seai.ie; [CC BEC@seai.ie](mailto:BEC@seai.ie)

Payment

Receipt by SEAI of the below by the 15 October 2021

- a) A completed Payment Request Form & Grant Claim Workbook
- b) Invoices for all approved itemised eligible costs. Invoices should list energy upgrade measures included and identify the locations where these works were carried out.
- c) Proof of payment - Receipt from the contractor/supplier
Beneficiary bank statement showing exact invoiced amount.
- d) Domestic Energy Credits uploaded to ECMS
- e) Declaration of Independence signed by BER assessor(s)
- f) Signed Client Organisation Declaration for Energy Credits
- g) BER & PM costs should be separately identified and invoiced.
- h) Under delivered energy credits – reduce PM fee (pro rata)

Payment guideline on Website

Do Recommendations

- **Read the guidelines fully.**
- Make beneficiary aware of proof of payment requirements.
- Consider extra time need for DEAP 4 an analysis.
- Complete the application form correctly.
- Ensure you have self scored.
- Request home owner deposits – shows commitment.
- Inform contractors and clients of time lines.
- Carefully review LoO if successful.
- Watch the application tracker and funding available.

Don't Recommendations

- Don't submit Payment requests for;
 - partially completed measures.
 - Partially completed homes.
 - homes with no post work BER.
- Leave documentation and certification uploads to final day.
- Expect exceptions – no extensions given.
- Ring us about the deadline or if funding is gone.

Q&A

Thanks for Listening



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