



Home Energy Information Guide

Here is everything you need to know about getting a Vermont Home Energy Profile (VHEP) for your home. This guide provides step by step instructions on how to use Energy Estimator, powered by [HELIX¹](#) and [ClearlyEnergy²](#) to create your profile.

With this guide, you can create your VHEP in four easy steps:

1. Register and Create a Login
2. Claim your home
3. Review and edit (optional) your home features
4. Create your VHEP

DRAFT VHEP Guide

Step 1: Getting started

- Go to [Test Site](#)
- Register and create a login

The screenshot shows the 'Vermont Home Energy Profile' website. At the top left are the CLEARLYENERGY and HELIX logos. Below them is a detailed illustration of a house with various rooms and appliances. To the right of the illustration is the text: 'Understanding energy costs to guide home improvement financing decisions or highlight high performing home features. The Vermont Home Energy Profile empowers home buyers to make informed decisions about their investment. Search for your home!'. Below this text is a search form with two tabs: 'By Address' (selected) and 'By Parcel ID'. The form has input fields for 'street', 'apt/unit #', 'city', and 'zip code', a dropdown menu for 'VT', and a 'Search' button. At the bottom left of the page is a navigation menu with links for 'My Account', 'Products', and 'About Us'. At the bottom right is a copyright notice: '©2020 ClearlyEnergy, Inc. All Rights Reserved'.

- You will receive an email from ClearlyEnergy with the subject line “Confirm ClearlyEnergy Registration”. Be sure to check your junk folder if you do not see it in your main inbox. You will need to confirm your account and login.

¹ <https://neep.org/initiatives/energy-efficient-buildings/green-real-estate-resources/helix>

² <https://www.clearlyenergy.com/>

Once you have logged in

- You can search for your home by address or Parcel ID.
 - A Parcel ID is a number assigned to parcels of real property by the tax assessor of a particular jurisdiction for purposes of identification and record-keeping.
- **If your home was found in the system:** When you hit search, a screen will appear stating the address has been verified.
- On the same screen, you can review the four easy steps to creating a profile: 1) Register and Create a Login, 2) Claim your Home, 3) Edit Home Features, 4) Create Vermont Profile
 - From here, click **Start Your Profile**.

Four Easy Steps to Creating a Vermont Home Energy Profile

The buttons at the top of the page will guide you to the next step:



1. Register and Create a Login

You will receive an email from ClearlyEnergy with the subject line "Confirm ClearlyEnergy Registration". Be sure to check your junk folder if you do not see it in your main inbox. You will need to confirm your account and login.

2. Claim Your Home

In order to claim your home, be sure to login and find your address. Press the "Claim Your Home" button in order to edit your home's features and create the Vermont Home Energy Profile.

3. Edit Home Features

You will see a pencil icon next to the features you are now able to edit. You can optionally update information about your home, its energy systems or enter utility and fuel costs.

4. Create Vermont Profile


After you have updated your home features, click the "Create Profile" button to generate your Vermont Home Energy Profile. Once you have created your profile, you will be able to view and download it by clicking on the "View Profile" button.

[Start Your Profile](#)

- **If your address was not found in the system,** you will be brought to a screen, like below, to calculate your home's average energy use.
 - You will have to include the address, year the home was built, size, type of home, and primary heating fuel. There are additional metrics you can choose to fill in.

No Data Was Found For This Home

Please use this energy calculator to find out your home's energy use, and receive personalized strategies to cut those costs!



ABOUT YOUR HOME
For a better result, we need a bit of information about your home

Parcel ID (optional)

Street address

City

State

Your zip code

Your home was built in?

What is the size of your home?

Describe your home?

Your home is heated primarily with?
 Natural Gas Electric
 Propane gas Oil
 Cord Wood Pellet Wood

Optional:

Number of bedrooms?

Number of full & half baths?

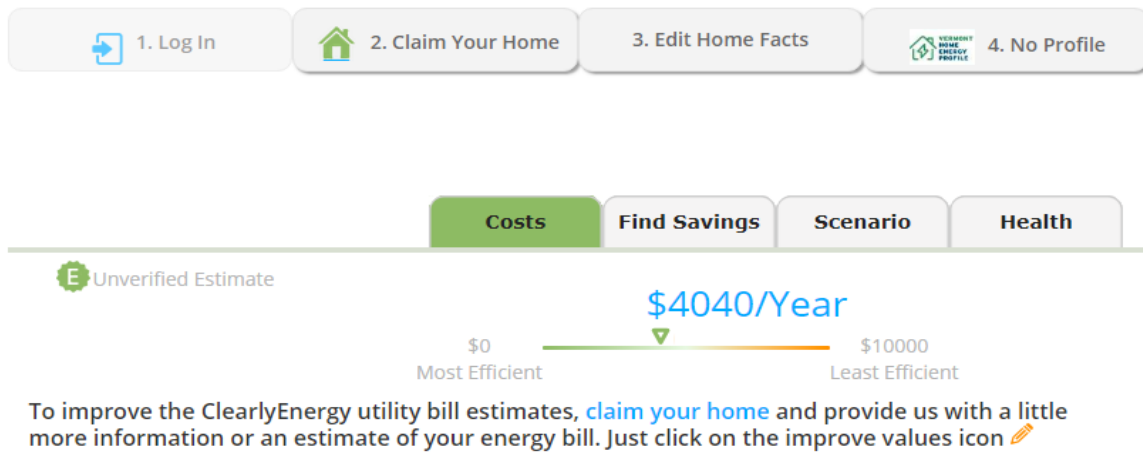
Your cooling system is?
 Window Central
 Heat Pump None

Do you have solar panels (photovoltaic) on your home?
 No Yes

Do you have a?
 Both Neither Swimming Pool Hot Tub

Start

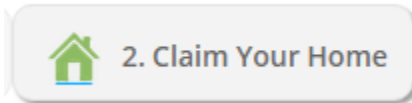
- When your address is found or filled out (pictured above), you will be brought to the following screen, which will display the baseline home energy cost estimate. This is calculated using home features from



public tax assessor data and HELIX data when available. In order to edit the features of your home, you'll need to "claim your home".


Step 2: Claiming Your Home

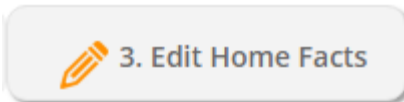
- Once you have logged in and found or added your home, press the “Claim Your Home” button in order to edit your home’s features and create the Vermont Home Energy Profile.



- When you press Claim Your Home, you will be prompted to check two boxes.
 - By checking this box, you are confirming that you are the property owner or can act on behalf of the property owner (e.g. seller’s agent, energy professionals completing the VHEP on behalf of the homeowner). **This first box must be checked in order to edit your home’s features.**
 - The second box should be checked if you want to prevent other users from editing the home’s energy features. By checking this box, the home energy features will be locked from editing by others for 30 days. After 30 days the home is unlocked. Do not check this box if you plan to have other users (spouse, contractor, etc.) modify your home data.
- Once you check the box(s), click **Claim**.

Step 3: Editing Home Features

You will see a pencil icon next to the features you are now able to edit. You can optionally update information about your home, its energy systems or enter utility and fuel cost. 



- Review the assumptions about your home such as insulation levels, heating system information, and appliances. To update any features and reflect the current state of your home, you will need to be logged in and have claimed your home.
- Click on the pencil icon to make edits.
- Once you have made edits, click **Update Values**.

Home Features

- Update general home facts
 - This will allow you to indicate if you have completed a professional energy audit, indicate the size, age, and type of home you have (e.g. single family standalone home), specify if your home is divided into multiple units, describe your basement (if applicable), if you have a programmable thermostat, if association fees cover utility costs, and if you have an electric vehicle/charging station, a hot tub or swimming pool.
- Enter utility and fuel costs
 - This section allows you to enter actual utility bill information that will calibrate the tool’s energy cost estimate. You can also indicate primary space and water heating fuel, the number of people living in the home, and the temperature you keep the home during the winter and summer.

- **Note:** The tool's energy cost estimate is an asset-based score which considers the **physical assets** of a home such as the existing insulation levels, HVAC systems, and hot water systems. Asset-based scores do not consider the operational aspects including thermostat temperature, number of occupants, etc. Inputs for the utility bill section are used to normalize results for those aspects and other considerations like weather.

Heating Costs

- Update heating equipment and insulation details. If you know the answers to these questions, feel free to fill them in. If you are unsure, you can leave them blank. This page includes information on your heat system(s), any secondary/back-up heating systems, hot water heater, windows, attic and wall insulation, and overall air tightness of your home.

Cooling Costs

- Many homes use window air conditioning units or central air conditioning. By editing this section, you are able to indicate what type of air conditioning your home uses, if any.

Lighting & Other

- Here you can indicate what type of bulbs you use in your home, as well as the use (low, normal, high) of devices and electronics (TVs, microwaves, fans, humidifiers, and computers).

Appliances

- You can edit the number of kitchens in your home. This is important if you have an in-law suite, or if the building is multifamily.
- Refrigerator: indicate the type and age of your fridge, as well as if it is ENERGY STAR certified. If you have a second fridge or freezer, you are able to indicate that here as well.
- You can indicate if you have a dishwasher, as well as how old it is and if it is ENERGY STAR certified.
- You can identify the type of clothes washer you have, as well as if you have a clothes dryer.
- You can also identify the primary fuel you use for cooking (e.g. gas stove, electric stove).

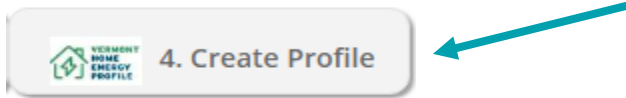
Solar

If you have solar on your property and it did not automatically appear, you can edit this section and select yes to fill in the details. You will need the following information:

- Directions the panels face
- If any shade covers the surface
- Capacity (or maximum generation the system can produce) (kW)
- If the panels are owned or leased
- When the system was installed
- If there is battery storage

Step 4: Create your Vermont Home Energy Profile

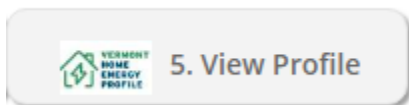
After you have updated your home features, click the “**Create VT Profile**” button to generate your Vermont Home Energy Profile. This button only appears after you have claimed your home.



You will be brought to a screen to review your home values. This provides a chance to look over all the details you updated and the opportunity to go back and edit home features, or to create the Vermont Home Energy Profile.

- Click “**Create Vermont Profile**”. The tab now has a live link to create the Vermont Home Energy Profile as a PDF document.

You have now completed your Vermont Home Energy Profile!



The Vermont Home Energy Profile be used in a real estate transaction process to provide an estimate of annual costs for operating this home factoring in average weather conditions, thermostat settings, and number of occupants. The VHEP also documents the following:

- Energy consumption and cost estimates
- Energy upgrades completed or certifications received when applicable
- Recommended energy saving actions
- Resources for additional energy savings opportunities, rebates and financing

The Vermont Home Energy Profile is a collaboration of Vermont Residential Labeling Stakeholders and The Energy Estimator, powered by HELIX and ClearlyEnergy. **If you have any questions about this process, please contact Efficiency Vermont at 888-921-5990-.**

Figure 1 Front Page of the VHEP

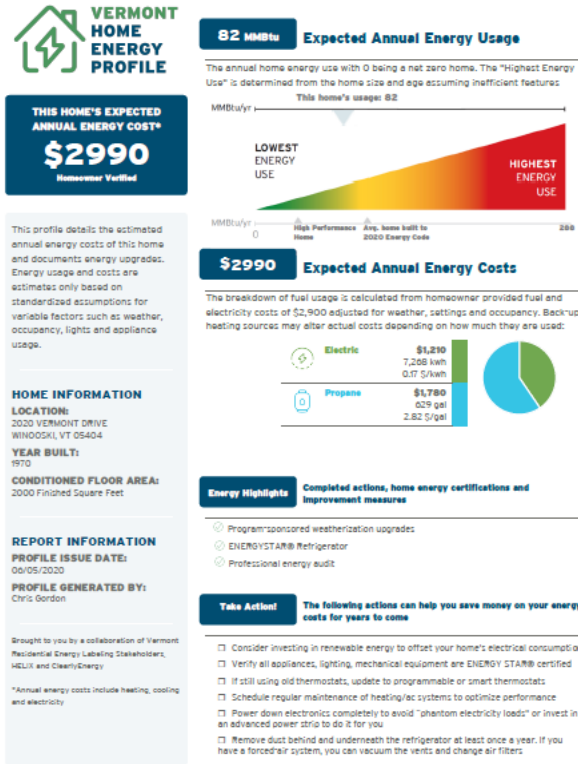
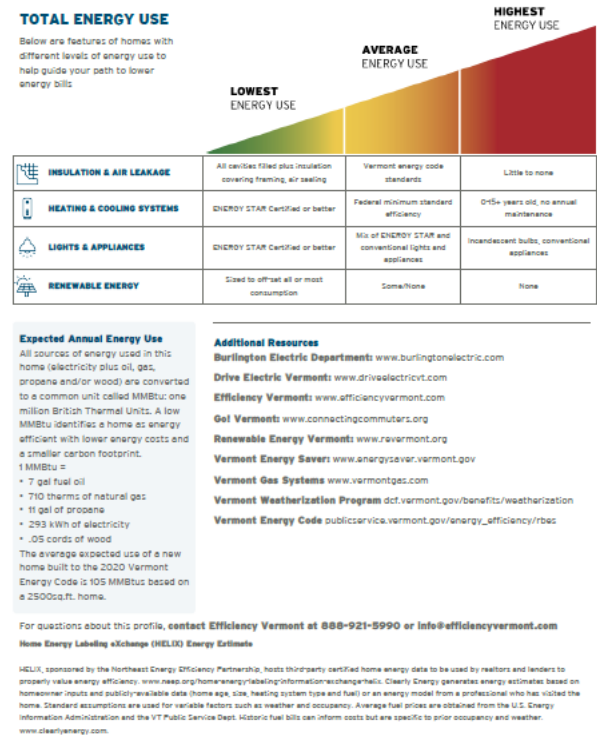


Figure 2 Back Page of the VHEP





Home Energy Information Frequently Asked Questions (FAQ)

What about the variability of energy prices?

The VHEP uses energy cost data available from the U.S. Energy Information Administration and the Vermont Department of Public Service at the time the report is generated. It is true that energy prices may vary and the actual cost of energy may differ from the estimated costs.

What if my expected annual energy cost is not what I expected it to be?

The estimated energy cost is an asset-based score. An asset-based score considers the **physical assets** of a home such as the existing insulation levels, HVAC systems, and hot water systems. Based on these assets as well as standard weather and occupant assumptions, Energy Estimator can estimate annual energy use, associated costs, and more. This estimated cost may be different than your actual energy bills, which are based on your energy consumption behavior (e.g. thermostat temperature, number of occupants, etc.) and annual weather differences.

What if I have a high estimated energy cost?

By including the VHEP in a real estate listing, prospective buyers can make better informed decisions, but having a higher estimated cost of operation does not necessarily mean buyers will be deterred from your home. Studies around the country have shown that homes that provide standardized energy information, like VHEP, sell faster than homes without this information.³ Homebuyers like having energy information, similar to having MPG information when buying a car. In addition, providing energy information with recommendations influences new homeowners' decisions about energy renovations. This will help improve the housing stock of Vermont.

What is included in the Vermont Home Energy Profile (VHEP)?

The VHEP includes the estimated energy cost per year as well as the estimated energy use broken down by fuel type. This includes the primary heating fuel, and a homeowner can indicate if there are secondary heating sources. The profile will also acknowledge any green certifications or home energy labels that are associated with the home. Recommendations for next steps after generating the VHEP are listed in the VHEP along with contact information for organizations that support professional energy audits, rebates and incentives for energy efficiency improvements, and renewable energy services.

Are there resources available to help me lower my estimated energy cost for my home?

Yes! The state Energy Efficiency Utilities (Efficiency Vermont, Burlington Electric Department and Vermont Gas) and Weatherization Assistance Program have resources available to help residents complete home energy

³ <https://www.tias.edu/en/knowledgeareas/area/real-estate/article/homes-with-an-energy-label-sold-100-days-faster>



improvements. Your profile will provide recommended next steps for improving the efficiency of your home, including contact information for organizations that can help.

What does ClearlyEnergy do with my data? Will it be sold?

None of your data will be sold. The data pulled into the VHEP is publicly accessible data (www.clearlyenergy.com/vermont). Any edited features by the homeowner are stored within Energy Estimator and can be made available with customer consent in the state's Multiple Listing Service (MLS) for use by Realtors, and subject to MLS privacy restrictions.