

Purpose

High up-front costs can be a significant challenge to investing in home energy improvements. A program that provides affordable loans, which a customer can repay on their monthly utility bill, is one way to overcome this cost barrier. Holland Energy Fund (HEF), a nonprofit corporation facilitating and financing the Holland Community Energy Plan, created the On-Bill Loan Program to help homeowners implement energy-efficiency and renewable energy improvements. For more information, see www.hollandenergyfund.com

Loan Product Details

Structure/Minimum Standards

Eligible Properties	Single-family (one to four unit) homes. Rental/income properties are eligible provided the landlord meets program requirements.
Location	Homes must be within the city limits of the City of Holland. Homes within Holland Charter Township and the rest of the Holland Board of Public Works (HBPW) service area are not eligible.
Loan Type	Unsecured consumer loan. Notice of the loan is recorded with the county register of deeds. Any unpaid amount can be added to property tax bill and enforced through a tax lien foreclosure process.
Transferable	Yes, if property is sold, the loan can stay with the property if agreed upon by buyer.
Eligible Improvements	Qualifying energy-saving home improvements, installed by an authorized contractor. A whole-home energy assessment with diagnostic testing is required for each financed project. Renewable energy measures are permitted if the home has a Home Energy Score greater than eight (on a ten-point scale).
Loan Amounts	\$5,000–\$30,000. Multiple loans per customer are allowed if the total amount financed does not exceed the maximum allowable loan amount. Multiple loans are consolidated into one loan at the current interest rate.
Loan Term	Up to 15 years or life of the measure, whichever is less.
Loan Rates	4.99% interest rate for loan terms up to 120 months 5.99% interest rate for loan terms greater than 120 months
Repayment Mechanism	Customers repay the loan through a per-meter charge on the monthly HBPW bill for electric services. The payment is considered part of the charges for electric services to the property. There is no penalty for early repayment.
Key Underwriting Criteria	Twelve consecutive months with no late payments on electric utility bill payment history; no delinquent taxes; no bankruptcies within three years (from discharge), foreclosures, or repossessions greater than \$1,000; no unsatisfied money judgements.
Loan Agreement	The loan agreement is between Holland Energy Fund and the customer. Upon completion of the energy efficiency improvements, HEF pays the contractor directly and the loan payments begin.

Loan Application Process

- 1 The customer connects with a Michigan Saves authorized contractor working in the Holland On-Bill Loan Program. See hollandenergyfund.com/on-bill-loan-program
- 2 The contractor completes an energy assessment, performs diagnostic testing, and prepares a report
 - a. Existing whole-home assessments can be used if done within the last 12 months
 - b. No test-in necessary if asbestos-containing material is found
 - c. If customer is seeking the 10 percent rebate from the Home Energy Retrofit program, the assessment must be approved by the Holland residential energy advisor
- 3 The customer and contractor agree on work scope and the contractor explains the Holland On-Bill Loan Program
 - a. If seeking the 10 percent rebate from the Home Energy Retrofit program, the residential energy advisor must participate in the development of the work scope
- 4 The customer initiates the loan application process
 - a. Online application is preferred; paper application is also available
 - b. energyfinancesolutions.com/sites/energyfinancesolutions.com/files/pdfs/holland-energy-fund-credit-app-fillable.pdf
- 5 The loan originator, Energy Finance Solutions (EFS), provides a loan decision
 - a. If pre-approved, EFS issues a conditional pre-approval letter to the customer
 - i. Conditional pre-approval letter indicates which documents must be provided to EFS to receive the approval
 - ii. Conditional pre-approval also subject to review of tax and utility repayment history and conformance with program requirements
 - b. Once documentation is provided by the customer, and the customer qualifies for the loan, EFS issues an approval letter
 - c. If the customer is denied, EFS sends a denial letter stating the reason for denial and notifies the contractor
- 6 Upon approval, EFS sends the loan documents to the customer for signature
 - a. The customer takes the loan documents to the HEF office at Holland City Hall for signatures and notarization
 - b. The customer has three days to cancel the loan by submitting a rescission notice to HEF. If the loan is not cancelled, EFS notifies contractor that the work can proceed
- 7 The contractor completes work
 - a. If there is a change in the work scope, the customer or contractor must submit a change order to EFS
 - i. EFS will resend the loan documents to the customer for a signature
- 8 The customer signs a Michigan Saves Certificate of Completion and submits it to EFS
 - a. The contractor must provide the test-out documentation, when applicable
- 9 The loan is closed
- 10 HEF pays the contractor and records the loan with the county register of deeds
- 11 The customer repays the loan via monthly charge on the electric utility bill
 - a. Due date for entire utility bill, including loan payment, will be the 22nd of the month

Program Contacts



Anne Saliers
Community Energy Services Manager
(616) 355-1658
asaliers@hollandbpw.com



Ken Freestone
Residential Energy Advisor
(616) 355-1364
k.freestone@cityofholland.com



Todd Parker
Customer Service Manager
(517) 484-6474
tparker@michigansaves.org