

SEAI One Stop Shop Scheme

Home Energy Assessment Guide

Version 1.1 2022



Overview - Home Energy Assessment

The home energy assessment (HEA) is intended to provide the homeowner or Approved Housing Body (AHB) with a comprehensive report considering the current position of the home, and then advising on a pathway to upgrade the home to B2 and beyond, to net zero. It should also provide an estimate on the cost to complete the home energy upgrade taking into consideration the appropriate design requirements and suitable measures.

Both application for and payment of the grant should be made through the One Stop Shop (OSS) who should discount the cost of the assessment by the amount of the grant. Grant payment should be made to the OSS on publication of a BER for the home on the NAS and once the home energy assessment report is issued to the homeowner or AHB and uploaded to the OSS portal.

Key information

- The One Stop Shop will organise and manage all aspects of the home energy assessment.
- The home energy assessment is a standalone grant and is only available to homeowners through a Registered One Stop Shops.
- The home energy assessment cannot commence until the One Stop Shop has a HEA contract with the homeowner or AHB for their home and received a grant offer in advance, where a grant is being claimed.
- All aspects of the home energy assessment, including the BER assessment and publication must be after the HEA contract is issued to the homeowner or AHB.
- A home energy assessment is not currently a mandatory requirement prior to a One Stop Shop commencing a home energy upgrade. This is to facilitate homes where energy surveys and a retrofit works programme has been developed in the past year. It is expected that the home energy assessment will be mandatory in 2023.
- A home can only receive a home energy assessment grant once. It is important that the details provided in the home energy assessment facilitates the homeowner to receive further cost estimates from other registered One Stop Shop if they wish to do so.
- The home energy assessment report needs to be uploaded to the OSS portal, and issued to the homeowner or AHB, prior to requesting the home energy assessment grant.

Home Energy Assessment Requirements

Where a homeowner or AHB wishes to avail of a home energy assessment, the One-Stop-Shop will organise an assessment to get an understanding of the current energy rating and to establish a recommended list of energy upgrade measures suitable for the home.

The following are required to be included in the Home Energy Assessment at the minimum. The OSS can provide additional information or services at their discretion.

1. **Record the homeowner's goal**, i.e., defining a pathway to a B2 or A rated dwelling or installing a heat pump or whatever is the homeowner's goal.
2. **A Building Energy Rating** is published including the Advisory Report. This confirms where the home is currently on an A – G energy scale. The BER Assessor must remain independent to the works as required in the BER Assessor Code of Practice.
3. **Upgrade measures** - Determine and agree with the homeowner or AHB the energy upgrade measures needed to reach the minimum B2 rating or better. The recommended home upgrade measures, along with important details linked to certain measures, such as the energy performance of certain material (U-Value), a selected heating system's overall efficiency, and improvements associated with different measures.

- a. The One Stop Shop will outline different pathways or routes you can take to achieve the required upgrade.
 - b. The One Stop Shop will note the typical cost differences for each upgrade option.
4. The **heat pump technical assessment** completed by an SEAI Registered [Technical Advisor](#) who will advise on what is required for a heat pump. This should be in line with the BEH technical assessment report when assessing the fabric and other building characteristics, along with the improvements needed to improve the fabric performance of the home to help the homeowner qualify for a new heat pump.
5. The **technical design** based on the home's characteristics along with details of the measures required and agreed with the homeowner.
6. **Estimated Cost** to complete the works, which should account for a clear deduction of the SEAI grant from the cost for each measure, and any further supplier discounts to be provided. Pre work and proposed post works dwelling detail reports, generated by the BER, should be included to provide additional dwelling information e.g., fabric m² details to facilitate further cost estimates. It is important that the homeowner or AHB is made aware of the various low-cost financing options available.

One Stop Shop should consider having a report for homeowners to review with necessary technical details and documentation filed in the appendices for review by another technical assessor or One Stop Shop.

The One Stop Shop will provide the homeowner with the home energy assessment report and upload the report to the OSS Portal. The OSS must talk the homeowner through the report which should include the details listed on the checklist below.

The Home Energy Assessment (HEA) grant will be issued to the One Stop Shop after a Request For Payment is submitted (once the BER is published and the HEA is provided to homeowner or the AHB, and SEAI).

Home Energy Assessment Checklist

Note: this checklist is a guide outlining the minimum requirements to be provided in a Home Energy Assessment report issued to the homeowner or AHB. This report should provide another One Stop Shop with sufficient design information and details to assist the homeowner or AHB to proceed with minimal additional design work or cost.

The checklist or tables are not intended to restrict One Stop Shops applying their own design format or reporting style. Where information requested below is mentioned in an earlier part of the report, this does not need to be replicated later, e.g., specification details. OSSs may develop their own specific technical assessment form templates or other guides, however, similar details linked to the fabric or other building characteristics in the technical assessment form should be provided in the report.

HEA report checklist (min. documentation) for issuing to the homeowner or AHB, and uploading to the Portal:

✓ **Homeowner's or Approved Housing Bodies overall goal or objective**

✓ **BER Certificate and Advisory Report**

✓ **Heat Pump Technical Assessment**

- Technical Advisor Details
- Advise on the current value of HLI taken from the DEAP calculation in the published BER.
- Complete dwelling assessment;

Ref: <https://www.seai.ie/register-with-seai/technical-advisor/>

and the **Technical Assessment Form** for an understanding of requirements.



- State the projected HLI following upgrade works recommended.
- General Commentary on technical assessment and recommendations

✓ **Technical Design Information / Details:**

- Ventilation / airtightness strategy, fabric design, plumbing and heating design considerations, further design consideration to comply with SEAI's Domestic Technical Standards and Specifications etc... The homeowner should have a indication of the number of radiators or other heating system adjustments required to complete to the upgrade works. Ref: Room Heat Loss & Radiator Sizing Guidance document <https://www.seai.ie/grants/supports-for-contractors/>. Further technical design and calculations will be required to finalise requirements and specification, e.g. compliance with NSAI S.R 50, where the homeowner proceeds with the upgrades works.

	Details, considerations, measure location etc..
Number of replacement radiators	
Underfloor heating considerations	
Estimate heat pump size, type, location	
Hot water cylinder location - modifications	
Ventilation - MVHR / DVC / MEV / SFP	
Airtightness requirements, measures..	
Fabric insulaton selected, why preferable, areas to be addressed prior to installation..	
etc....	

- ✓ **Outline different home energy upgrade pathways to achieve the overall objective or to demonstrate options available.**

	Measure	Specification Product name, u-value, system eff, thickness etc...	BER Rating (A-G)	Heat Loss Indicator (HLI)
Current condition				
B2 + option 1, 2 etc...				
A rated option 1 etc...				

(List each measure in the table)

- ✓ **Outline cost estimates and grant supports available for each measure and option. The cost associated with each energy efficiency grant aided measure is to be provided.**

	Measure	Total Cost (VAT inclusive)	*Grant (VAT inclusive)	*Energy Provider Contribution (if applicable)	Cost to homeowner (incl. VAT) estimate
B2 + option 1, 2 etc...	E.g. External Wall Insulation	€XX,XXX			
	Attic Insulation	€X,XXX			
	Mechanical Ventilation (MVHR)	€X,XXX			
A rated option 1 etc...					

**Deduction of SEAI Grant and Energy Supplier contribution*

Cost caveats to be applied by the One Stop Shop where applicable e.g., unique considerations, works not included, costs not included in the energy efficiency works etc...)

- ✓ **Pre works Dwelling Detail Report**
- ✓ **Proposed post works Dwelling Detail Report**

To ensure portability and the transfer of key pricing details, e.g., an approximate m2 of wall to be upgraded, the cost estimate and the BER Assessor's standardised pre and proposed post works dwelling details report should be included to assist other One Stop Shops in providing a cost estimate to a homeowner.