



Fuel Switch Policy

The purpose of this policy is to provide general guidance for fuel switching when a natural gas main is extended to new territory and/or a new lateral is installed from the main to a building. Building-specific questions should be sent to the [HE+ Help Desk](#) and will be addressed on a case-by-case basis.

Gas Line Installations – General Information

Gas line installation policies vary by utility. Contact the local utility representative shown in Table 1 to confirm information.

Table 1: Utility Contacts

Utility	Name	E-mail
Alliant/WPL	Veronica Stober	VeronicaStober@alliantenergy.com
MGE	Tia Davis	tdavis@mge.com
WE Energies	Mike Mueller	Michael.Mueller@we-energies.com
WPS	Chris Carper	CLCarper@wisconsinpublicservice.com
Xcel Energy	Pat Boland	patrick.j.boland@xcelenergy.com

- 1) The Grantee shall contact the appropriate utility representative (Table 1) to notify the utility of Home Energy Plus (HE+) Program involvement in the fuel switch. If the fuel switch is allowable based on the criteria in this policy, program funds may be used to pay the utility for the gas line installation. The utility may require payment prior to installation work.
- 2) The portion of lateral from the main to the property line (public right-of-way) is generally paid in full by utility. Exceptions may occur when a property owner requests a main be extended to an area not currently served.
- 3) The length of lateral installation from the property line (public right-of-way) to the building wall which is covered by the utility ranges from 60 to 100 feet, as shown in Table 2. Excess facility charges apply after the covered footage (if applicable).

Table 2: Linear Feet of Lateral Covered by Utility

	Alliant/WPL	MGE	WE Energies	WPS	Xcel Energy
Linear Feet of Lateral	65	65	100	60	100

- 4) Additional installation charges apply for winter installs. In general, winter rates apply December through March. Contact your local utility to verify winter rate amounts and time frames. Agencies are encouraged to coordinate projects as to not incur additional charges for winter rates when practical.
 - a) Agencies are encouraged to coordinate projects as to not incur additional charges for winter rates. If particular job circumstances dictate that winter rates cannot be avoided, the minimum cumulative job SIR to proceed with the fuel switch must be 1.5 or greater.

- b) If job circumstances dictate that winter rates cannot be avoided and the cumulative job SIR is greater than 1.0 and less than 1.5, submit the wdz file and other relevant information to the Help Desk for review.
- 5) Some natural or customer-owned obstacles complicate installations and may require additional installation charges. Obstacles may include but are not limited to: rock, trees, fences, private well, septic tank. Other potential charges on a service installation are directional boring, meter protection, easements, permits and restoration.
- 6) Replacement or conversion of propane cook stoves and dryers is not allowed with weatherization program funds. If no other resources are available, the customer must arrange and pay for existing propane appliances to be replaced, converted to natural gas, or to maintain an LP tank. The Grantee should work with the customer and utility to coordinate the gas line installations.

Eligible Buildings

For buildings eligible for regular weatherization service, follow the guidance in Weatherization Program Manual Section 8.6.1.2 Fuel Switching. See the Weatherization Assistant Guide for NEAT and MHEA modeling guidance for eligible buildings.

Previously Weatherized Buildings

Grantees are not allowed to reopen completed weatherization jobs for the purpose of fuel switches. If the opportunity to install a natural gas line has arisen due to a main extension but a building has been previously weatherized, the Grantee may pursue the following:

- 1) Re-weatherization, if the building was weatherized prior to October 1, 1994 or the building was weatherized prior to October 15, 2000 and is served by a Public Benefits participating utility (see the Weatherization Program Manual for building eligibility policies). If eligible for re-weatherization, follow guidance in the Eligible Buildings section above.
- 2) Referral to the HE+ Furnace Program for heating system conversion or replacement. Fuel switches can be performed on operating heating systems if natural gas is available to the home. **Before continuing with work, verify eligibility using the procedures outlined in HE+ Furnace Program Manual Chapter 3.**
 - a) If an **emergency no-heat** situation, follow the guidelines in the [HE+ Furnace Program Manual](#). Contact the [HE+ Help Desk](#) if the customer is unable to cover the cost of lateral installation.
 - b) If a **non-emergency fuel switch**, response requirements in Chapter 2 of the HE+ Furnace Program Manual **do not** apply when a main and/or lateral is being extended. Contact the appropriate utility representative in Table 1 with questions related to gas line extensions and to coordinate installations. Weatherization



program funds **cannot** be used to pay for winter rates or any gas lateral installation costs in addition to the costs covered by the utility as shown in Table 2 above.

- i. For propane to natural gas fuel switches:
 1. Perform assessment. If a conversion is possible **AND** the total estimated job cost is less than \$750, proceed with fuel conversion. Treat as a repair.
 - a. Prior to beginning conversion work, the customer is required to pay a \$50 contribution and sign the [HE+ Furnace Conversion Work Agreement](#).
 - b. In HE+ System furnace costing, report the conversion as a Heating System Repair, select Yes for Is Fuel Switch, select Natural Gas Fuel Type, and add a note detailing the total length of lateral installed and total cost paid by the customer (if applicable) for the gas lateral installation.
 2. If a conversion is not possible or the total estimated job cost is over \$750, proceed with replacement. Total replacements costs, including any needed collateral activities, shall not exceed \$5,000 unless approved in advance by [HE+ Help Desk](#).
 - a. Prior to beginning replacement work, the customer is required to pay a \$200 contribution and sign the [HE+ Furnace Program Agreement](#).
 - b. In HE+ System furnace costing, report the conversion as a Heating System Replacement, select Yes for Is Fuel Switch, select Natural Gas Fuel Type, and add a note detailing the total length of lateral installed and total cost paid by the customer (if applicable) for the gas lateral installation.
- ii. For oil to natural gas fuel switches:
 1. If assessment shows natural gas infrastructure is available and heating system replacement is feasible, proceed with replacement. Total replacement costs, including any needed collateral activities, shall not exceed \$5,000 unless approved in advance by [HE+ Help Desk](#).
 - a. Prior to beginning work, the customer must pay a \$200 contribution and sign the [HE+ Furnace Program Agreement](#).
 - b. In HE+ System furnace costing, report the conversion as a Heating System Replacement, select Yes for Is Fuel Switch, select Natural Gas Fuel Type, and add a note detailing the total length of lateral installed and total cost paid by the customer (if applicable) for the gas lateral installation.
- iii. All customer contributions should be recorded in the Job Cost Reduction line on the HE+ Furnace invoice.
- iv. Heating system repairs and replacements shall be performed based on the guidance in the [HE+ Furnace Program Manual](#) and Attachment 4 – Technical Specifications for Weatherization and HE+ Furnace Program.

c) Existing Fuel Tanks

- i. If a building is not eligible for weatherization or reweatherization, program funds **cannot** be used for any activity related to emptying, moving and/or disposing of propane tanks, including but not limited to trip charges and per gallon fees. Emptying and disposing of existing propane tanks is the responsibility of the owner of previously weatherized buildings.
- ii. Oil tanks placed out of service shall be sealed off or removed in accordance with Wisconsin Administrative Code [ATCP 93](#).

d) Existing Kitchen Stoves, Clothes Dryers and Water Heaters

- i. Replacement or conversion of propane kitchen stoves and dryers is not allowed with program funds. If no other resources are available, the customer must arrange and pay for existing propane appliances to be replaced, converted to natural gas, or to maintain an LP tank. The Grantee should work with the customer and utility to coordinate the gas line installations.
- ii. Water heater conversions are **only** allowed in previously weatherized buildings if there are mitigating circumstances. In these cases contact the Help Desk to request approval for a rework. Rework requests will be reviewed on a case-by-case basis and must be pre-approved by DES.