

Cold Climate ASHP Sizing and Design Training – *ASHP Manufacturer's Role*

On or after **January 1, 2022** all new ASHP installers seeking to become Participating Contractors must include a ASHP Manufactured-sponsored Cold Climate ASHP Sizing and Design Training Certificate or comparable proof of training completion documentation covering the following curriculum areas as defined in the Course Curriculum Guide:

- Basic Principles of Heat Pump Operation and Energy use
- Using Load Calculations
- System Sizing and Specification
- System Design Options
- Thermostats and Controls
- Recommended Practice Design Examples

As a result of this training requirement, ASHP Manufacturers need to ensure this Cold Climate ASHP Sizing and Design Training module available to ASHP installation contractors.

Frequently asked Questions and Answers regarding this training requirement:

No. 1

- **Q: Where can ASHP Manufacturers access the Cold Climate ASHP Sizing and Design Training Material?**
 - A: This Cold Climate ASHP Sizing and Training material including Course Curriculum Guide, Introductory Sizing and Design Training Presentation Content and Technical Sizing and Design Training Presentation Content can be found under *Training Provider Resources* on [NYSERDA's Clean Energy Training Resources webpage](#).

No. 2

- **Q: Is the ASHP Manufacturer required to use the NYSERDA created presentation templates?**
 - A: No, a ASHP Manufacturer can choose to create a standalone module incorporating the content from the Course Curriculum Guide, embed content from the developed presentation or utilize the brand agnostic version outright.

No. 3

- **Q: Does NYSERDA need to review and approve training content before being delivered?**
 - A: NYSERDA does not require ASHP Manufacturers to send their training content for approval prior to being delivered, however ASHP Manufacturers are strongly encouraged to do so. Should you seek NYSERDA's review, send your developed Cold Climate ASHP Sizing and Design Training to NYSCleanHeatProgram@nyserda.ny.gov with Cold Climate ASHP Sizing and Design Training Content Review in the subject line.

No. 4

- **Q: What statement must be included on the Cold Climate ASHP Sizing and Design Training Certificate?**
 - A: While a required training completion statement is not mandatory on each training completion certificate, it should at a minimum, confirm that the certificate holder has successfully completed the Cold Climate ASHP Sizing and Design Training.

No. 5

- **Q: Does this NYS Clean Heat Program requirement only apply to new ASHP contractors seeking to enroll as a NYS Clean Heat Program Participating Contractor? Is this requirement at the contractor or company level for each new enrolled participating contractor?**
 - A: While the NYS Clean Heat Program requirement will be at the company level for new enrollees on or after January 1, 2022, NYSEDA strongly encourages that all professionals who support cold climate ASHP sizing, design and product selection decisions take this training - independent of participation in NYS Clean Heat. NYSEDA will be leveraging other support channels to encourage broad uptake of this training statewide, focused on comfort consultants and other design professionals.

No. 6

- **Q: Is the Cold Climate ASHP Sizing and Design Training the only required training for a ASHP contractor to become a NYS Clean Heat Program Participating Contractor?**
 - A: In addition to this new NYS Clean Heat Participating Contractor requirement for new enrollees on or after January 1, 2022, new ASHP contractor applications must include:
 - A copy of the [U.S. Environmental Protection Agency Section 608 Technician Certification](#) that is appropriate for the size of the system being installed.
 - ASHP Manufacturer-sponsored Installation Training Certificate or comparable proof of training completion documentation.
 - A certificate of insurance satisfying the requirements outlined in each of the Electric Utilities' Contractor Participation Agreement.
 - Confirmation to have read the [NEEP Guide to Sizing & Selecting Air-Source Heat Pumps in Cold Climates.](#)

Please refer to the [NYS Clean Heat Statewide Heat Pump Program Manual](#) for complete details on the requirements.