



EarthCraft House (EC-H)
Certification Process

Steps to EC-H Certification

Process Overview

The EC Builder and ECTA are the two main points of contact during the certification process. All EarthCraft Builders (EC Builder) and EarthCraft Technical Advisors (ECTA) must follow a specific project process in order to certify and verify EarthCraft House projects. All EarthCraft Builders working on their first EarthCraft project are also required to participate in an EarthCraft Design Review with an EarthCraft Technical Advisor.

1. Project Registration

To officially begin an EarthCraft House project, each project must be registered with EarthCraft prior to the Pre-Drywall Inspection. Online project registration for EC-H is [available here](#). The registration fee is nonrefundable and does not guarantee the project will be certified. Fees paid online are \$150, while projects paying by mail are \$200 per project.

Production builders planning to complete more than 10 homes a month should call EarthCraft prior to registering their projects to discuss the potential for volume discount pricing.

2. Project Information Submittal

Each EarthCraft House project must be inspected by an ECTA throughout the construction project. The EC Builder must contract with an ECTA. The project information submittal step provides the information necessary for subsequent steps in the process.

3. Preliminary Energy Model

After receiving a complete Project Information Submittal package from the EC Builder, the ECTA will perform a preliminary energy model and provide the results to the EC Builder.

4. Design Review

The Design Review is an opportunity to identify project goals and look carefully at the house and site plans and determine how the EarthCraft program can be best applied to meet the project goals. The EarthCraft worksheet and energy modeling results will be used to guide the discussion.

Overview

The Design Review must be conducted on the first project the EC Builder intends to build to EarthCraft specifications. The Design Review must also be conducted on each initial project with which the EC Builder teams with a new ECTA. The Design Review is optional for projects thereafter at the request of the EC Builder, ECTA or EarthCraft Program Manager. EC Builders are encouraged to request a design review when starting a new subdivision of homes or building product line, after having significant staff or subcontractor turnover and when updating building practices to ensure all parties are on the same page for tracking EarthCraft certification.

Scope

During the Design Review, the EC Builder and ECTA should discuss the program requirements for home specifications, documentation and submittal timelines, inspection visits and testing, fees and payment timelines, and communication strategies. The EC Builder and ECTA will review the house plans for project goals and EarthCraft criteria incorporation. If available, the EC Builder and ECTA may also work with the energy model to identify optimum building strategies and systems for maximizing energy performance while minimizing construction costs. EarthCraft encourages EC Builders to invite other project team members to participate in the

design review for maximum coordination and project communication of project goals, EarthCraft requirements, and roles and responsibilities.

5. Pre-Drywall Inspection

All EarthCraft House projects must pass a Pre-Drywall Inspection conducted by an ECTA. The Pre-Drywall Inspection provides an on-site evaluation of the house in terms of the EarthCraft House guidelines, including a visual inspection of air sealing and duct sealing. The Pre-Drywall Inspection provides opportunities for identifying additional construction considerations that may impact the performance of the home.

6. Pre-Drywall Inspection Report Submittal

Upon completion of the Pre-Drywall Inspection, ECTAs are required to provide inspection reporting to the EC Builder and EarthCraft. EC Builders are responsible for following-up on any program compliance issues identified during the Pre-Drywall Inspection as reported by the ECTA.

7. Final Inspection

All EarthCraft House projects must pass a final inspection conducted by an ECTA. During the final inspection, an ECTA verifies all program criteria through visual inspection, documentation review and diagnostic testing of the home. EC Builders provide project documentation to support the final inspection.

8. Confirmed Energy Model

After the final inspection, a confirmed energy model for each project is required to verify program compliance.

9. Final Inspection Report Submittal

ECTAs are required to submit final inspection reports to the EC Builder and EarthCraft.

10. Certification

Final home certification is approved by the ECTA working with the EarthCraft staff. Once approved, it is up to the EC Builder to officially certify the home as meeting EC House program requirements and guidelines.