



# Clean HEET Program



## PROJECT PHOTO GUIDE

Clean Heating Efficiently with Electric Technology (Clean HEET) Program

[www.baaqmd.gov/WoodSmokeGrant](http://www.baaqmd.gov/WoodSmokeGrant)

The Bay Area Air Quality Management District (Air District) developed the Clean HEET Program (Program) to reduce the cost of replacing qualifying wood-burning devices with electric heat pumps, to reduce wood smoke and improve air quality.

This guide provides descriptions and examples of the photos the Air District will require as part of your project application or reimbursement. These photos will be reviewed by Air District staff to assess project eligibility and confirm project completion meets the requirements.

### 'BEFORE' PHOTOS (APPLICATION)

- Existing device room:  
Photo of the existing device, and room where the device is located, showing floor, ceiling, and any other distinguishing features of the area such as a window or door. This photo will be compared with the "after photo" to confirm that the device was successfully removed.



- Existing device close-up:

A close-up photo of the wood-burning device, showing the outer frame, device door open, and inner ceiling of the device. This should show the characteristics of the firebox. Flash or night vision mode may be helpful to ensure the firebox characteristics are visible.





• Existing device label:\*

Close-up photo of any label on the existing wood-burning device that shows the age and type of the device. The photo should include some of the device with some of the room or floor in the background. The file must be large enough for the label to be legible when zoomed in.

\*If you cannot take *one* clear photo of the label with some of the room in the background, due to label placement – you can take *two* pictures instead (see below):

- 1) close-up photo of the label that is clearly legible
- 2) photo from slightly further away that shows the label (not legible) and the room



**'AFTER' PHOTOS (REIMBURSEMENT REQUEST)**

- Old device location:

Photo of the room where the wood-burning device was located, showing floor and ceiling of the room, and any other distinguishing features of the room such as a window or door that appeared in the "before photos." This should be taken from the same vantage point as the 'before' photo of the room.



Old device location – additional fireplace photo for wood-burning fireplace insert projects:

Photo showing the fireplace was made permanently inoperable by either completely removing the fireplace structure or permanently sealing it (such as closing it off with drywall or filling it with masonry).





- Installed heat pump:  
Photos showing the installed heat pump, both indoor and outdoor units.

Indoor



Outdoor





**THINGS TO AVOID**

- ✘ Before Photos – Existing Device Close-up: Firebox not open, angle of photo is too high up



- ✘ Before Photos – Existing Device Close-up: A little too close-up, and should have flash on to better see the firebox





✗ Before Photos – Existing Device Label: Label is out of focus

