

Rootswork Members FUEL Buying Group

Summary of 2017- 2018 Program

Short introduction to this year's Rootswork Fuel Program

Important changes starting this 2017-18 Heating Season:

- 1) **Change #1:** The following changes applies to our Suburban customers only: New Rootswork Fuel Group participants delivery addresses are required to be within the Towns of Warren, Waitsfield, Fayston, and Moretown, must have good credit with Suburban and be on Auto-Fill status to participate. **However, all existing (2016-17) Rootswork member Suburban customers from other towns can continue to participate as long as they renew their Rootswork membership each year and maintain a good credit rating with Suburban.**
- 2) **Change #2** The Suburban margin rates (amount they charge over wholesale prices) have changed. For details see the Suburban info sheet.
- 3) **Change #3:** The Irving margin rates have changed. See the Irving info sheet for details.
- 4) **Change #4:** The State of Vermont has removed their wholesale fuel price guide from their website. Consequently, this year we will now endeavor to post weekly price snapshots on the Rootswork Web page: (http://rootswork.org/rootswork/Fuel_Buying_Group.html) so that you can continue to verify that you are being charged the correct prices.

As in previous Years:

- 1) **Two Fuel Providers:** We offer two Fuel Provider Options: Suburban and Irving. (Please see Suburban and Irving Energy Detail pages)

- 2) **Before filling in your Rootswork Membership Form**, please read the Suburban and Irving Energy Detail pages in this packet, to determine which provider best serves your needs.
- 3) **Heating Oil is also offered as part of Fuel Buying Group**. Both Suburban and Irving are offering Rootswork Members variable heating oil programs. Both programs are priced using the wholesale prices determined by each dealer. The dealers will provide Rootswork with the prices, which Rootswork will post to our website. Note: Irving is only accepting residential accounts through this offer.
- 4) **Processing Time: Please allow TEN days** after we receive your propane form to for us to process your sign ups. Plan your fuel deliveries and personal schedules accordingly. **Don't wait until your tank is near empty !**
- 5) **Latest possible date to sign up for this season: March 31st 2018**. After this the Fuel Buying Group will be closed to new sign ups until the announcement of the next year's deal (if any) at the end of June 2018.
- 6) **Memberships:** Memberships are not processed until the beginning of the membership year. All membership checks received before July 1st for the next season's membership , will be held and processed on or immediately after July 1st.

Rootswork Members FUEL Buying Group Summary of 2017- 2018 Program

Our fuel program opens for enrollment July 1st 2017
and is closed for enrollment after March 31st 2018
After 03/30/18, the Fuel Buying Group will be closed to new sign ups until
the announcement of the next year's deal (if any) at the end of June 2017

Steps to Participate –Each year TWO forms are required.*

1. Become a Rootswork Member. Complete Rootswork membership application. Pay annual dues of \$35.00 (Rootswork membership runs from 7/1 of this year through 6/30 of the following year). Send by mail to PO Box 31, Warren, VT 05674. Or drop off at East Warren Schoolhouse.
2. Check the box on the Rootswork membership form indicating you wish to participate in the fuel group .
3. **Complete the Fuel Buying Group Sign Up Form**
You will receive an email confirmation once your sign up is complete. Please allow 10 business days from the receipt of your propane sign up for processing.

If you have additional questions not answered in the material, email Fuel@Rootswork.org or call Rootswork at 496-2474 and leave a message. Please allow 2 days for us to respond to your inquiry.

Rootswork Members Propane Buying Group

Overview of the Program

Rootswork is a 501(c)(3) nonprofit based in the East Warren Schoolhouse and our mission is “making space for community to happen.” Rootswork programs include community gardens, the renovation of the historic schoolhouse, WMRW community radio, the Master Gardeners, and the Mad River Homeschoolers.

In 2010, the Rootswork propane group was formed to help our members with their escalating winter fuel bills by pooling our buying power. The program has been very successful the past five years and the buying group members have realized significant savings on their propane costs.

The Board is asking our members who participate in this program to consider sharing a small portion of your fuel savings in the form of donation to Rootswork for us to continue this and our other programs.

Membership Dues and Donations are tax deductible as permitted by law and can be mailed to Rootswork, PO Box 31, Warren VT 05674. For more information about Rootswork, visit our website at Rootswork.org.

Rootswork Membership

1. You must be a Rootswork member to participate in any of Rootswork’s programs
2. Dues are \$35 **annually**. Membership runs from July 1 through June 30th of each year. During the year, New Memberships or renewals received will run through the heating season to June 30. On July 1st we will accept applications and payments for membership for the next heating season.
3. To become a member, complete a Rootswork Membership Application and send with your check to Rootswork, PO Box 31, Warren VT 05674 or drop them off at the East Warren Schoolhouse. There is an envelope in the lobby for membership forms and checks. **If you’re leaving cash, put in a sealed envelope with your completed membership form and leave it with someone working at the East Warren Community Market**
4. Each household needs to become a member. If you’re having the fuel delivered to different addresses, the resident(s) at each address must have their own Rootsowrk membership.

LIHEAP (Low Income Heating Assistance)- May Qualify for Free Rootswork Membership

VT LIHEAP clients can participate in the fuel group. For 2017-2018, the Rootswork Board voted to grant LIHEAP clients living in Fayston, Moretown, Waitsfield, and Warren a \$35 fuel grant specifically to cover your Rootswork membership dues. If you live in one of these towns and have qualified for LIHEAP, just attach your LIHEAP qualification to your Rootswork membership application and your dues will be waived.

Fuel Group Sign Up

A separate Fuel group sign up form is required. (see page 2 of the Rootswork membership form.) Please email completed Fuel buying sign up form to

Fuel@Rootswork.org for the quickest sign up process. Or leave completed form in the lobby of the East Warren Schoolhouse, 42 Roxbury Road, Warren.

If you send this form by US Mail your sign up will be delayed. Rootswork Membership forms and Fuel sign up forms are different . Both are required. You will not be signed up for the Fuel group without a Fuel sign up sheet.

Once your membership and fuel group sign up have been processed and your information sent to the fuel provider you selected, , you will receive an email confirmation from Fuel@Rootswork.org that your sign up is complete. Confirmations will only be provided by email. We do not send information packages or confirmations by US Mail.

Allow 10 Business days after the receipt of your propane form to process your application.

Your relationship with our fuel suppliers with regard to everything (service, deliveries, payment, credit, etc) except price will remain the same. Please call the fuel suppliers directly about any of those issues.

Rootswork only negotiates the price.

Variable Price Programs

All Rootswork Fuel Programs are variable price programs, i.e. the fuel price you pay will vary throughout the year based on changes in market conditions. YOUR PRICE IS NOT LOCKED IN. Each program has an underlying reference price or wholesale price, e.g. Selkirk, which moves with market conditions. Rootswork has negotiated a fixed amount or 'margin' you will pay over that varying price.

Since the State of Vermont has removed their wholesale fuel price guide from their website, we will now endeavor to post weekly price snap shots on the Rootswork Web page:

(http://rootswork.org/rootswork/Fuel_Buying_Group.html),

To verify your delivered price. Just take the posted reference price from the Rootwork website nearest the date of your actual delivery and add the appropriate fixed margin. Unless there were very quick shifts in market prices this calculated price should be within several cents of the price you were charged per gallon.

Irving has provided the following disclosure for all its variable (rack) price customers;

*Irving Energy Rack Plus offers: The rack plus price offer will fluctuate daily, depending upon wholesale cost and market conditions. The rack plus offer allows you to take advantage of lower heating fuel prices if prices drop during the heating season and does not require you to pre-buy your heating fuel. There is a possibility at times the Rootswork Buying Group rack plus price could be the same as the provider's retail price or more. We cannot guarantee the rack plus price will always be lower than the retail price.

FAQs

1) If I have questions about how your Rootswork program works who do I contact?

Call the Rootswork phone message service 802-496-2474 and leave a message, or email us at fuel@rootswork.org. More information can be found at the Rootswork

website: www.rootswork.org. But before you call Rootswork, remember:

***ROOTSWORK ONLY NEGOTIATES THE PRICE OF THE FUEL WITH THE FUEL**

SUPPLIER. All details of your account with the fuel supplier—including opening an account, service, deliveries, payment, credit, switching providers—are your responsibility. If you are already an Irving or a Suburban customer, your account will remain exactly as is. If you are not, and wish to take advantage of this offer, you must open an account with one of our fuel providers. Please call the fuel provider directly—and not Roostwork—to open, change, or otherwise manage your account.

2) I'm not a Suburban Or Irving customer. Can I still participate?

Definitely, please contact your new chosen fuel provider to discuss how to switch providers.

Suburban's contact info:

Suburban's Phone: 802-888-2345 / 802-496-3316
or email Suburban hbombard@suburbanpropane

Irvings Contact Info:

Irving's Help Center (888) 310-1924
Irving's Email irvingenergy@irvingoil.com

Irving's Rootswork Fuel Group Identifying Number: 6050

3) Can I use the budget plan if I sign up with Rootswork?

Yes, Talk to your fuel supplier.

4) Who do I call for service, payment, or deliveries?

Please call your fuel supplier directly for service and delivery issues.

5) Where can I find out the price I should be charged?

Suburban Propane and Irving are charging Rootswork members a fixed price, depending on each members household usage, over a Selkirk* cost basis This market price fluctuates constantly. Since the State of Vermont has removed their wholesale fuel price guide from their website, we will now endeavor to post weekly price snap shots on the Rootswork Web page: (http://rootswork.org/rootswork/Fuel_Buying_Group.html),

To verify your delivered price. Just take the posted reference price from the Rootwork website nearest the date of your actual delivery and add the appropriate fixed margin. Unless there were very quick shifts in market prices this calculated price should be within several cents of the price you were charged per gallon. If the price looks incorrect after you have made this calculation, please contact your fuel supplier for a correction or explanation of the discrepancy.