



Contractor's Guide to Community Energy Efficiency Program (CEEP) 2022-2023





What is CEEP?

CEEP is a weatherization program offering low cost home energy audits to identify and incentivize recommended energy efficiency upgrades.

About CEEP

- CEEP started in 2009 as a federally funded pilot program.
- Today CEEP is administered state-wide by the Washington State University Energy Program and is funded through the WA State Department of Commerce.
- SLC CEEP services homeowners in Columbia, Franklin & Walla Walla Counties.



Energy Upgrades Incentivized:

- Insulation & Air Sealing (**Attic, Wall, Floor & Basement**)
- Duct Sealing & Insulating
- High Efficiency Windows
- High Efficiency Heat Pumps
- Heat Pump Hot Water Heaters
- Smart Thermostats
- Heat Pump Clothes Dryers
- Exterior Entry Doors





Why CEEP? & Target Group

Why?

1. Energy Efficiency
2. Education – Home Energy Audit
3. Employment – Contractors

Target Group

- Homeowners & landlords not served by a low income weatherization program like BMAC

Benefits of CEEP:

- Energy Savings – reduction of demand on the grid
- Occupant Comfort – temperature of home, safety in home
- Housing Stability – for renters and homeowners, not being forced to move
- Economic Vitality – creating jobs while supporting local businesses



2019-2021 CEEP COMMUNITY IMPACT

Customer Match -
\$1,769,456

CEEP Match -
\$792,696

Utility Match -
\$313,478

TOTAL IMPACT
\$2,875,630

CEEP completed 495 energy upgrades via 314 contracted jobs with 44 contractors for 258 Customers.

Upgrade TYPE	No. of Upgrades/ Sq. Ft. Installed
Attic Insulation	134,708 Sq. ft.
Wall Insulation	74,528 Sq. Ft.
Floor Insulation	60,197 Sq. Ft.
Duct Sealing	35
Windows	19,860 Sq. Ft.
Ducted Heat Pumps	48
Ductless Heat Pumps	89
Gas Furnace	18
Hot Water Heater	1
Smart Thermostat	1

2019-2021 CEEP

COMMUNITY IMPACT CONT'D

258 COMPLETED JOBS	No. of Customers	CEEP Match - \$792,696
Residential	255	\$753,756
Commercial	3	\$38,941
Tier 1 Incentives	115	\$162,809
Tier 2 Incentives	140	\$590,946
Walla Walla County	205	\$525,112
Franklin County	28	\$206,129
Columbia County	15	\$61,455

Upgrades Specifications

Energy Upgrades	Pre/Post Condition
Attic Insulation	³ R-0 to R-49 or more
Wall Insulation	³ R-0 to R-11 or more
Floor Insulation	³ R-0 to R-30 or more
Duct Sealing & Insulation ²	As per Performance Tested Comfort Systems (PTCS) specifications. > 30% of the ductwork is outside of the envelope. PTCS certification must be provided at completion.
High Efficiency Windows	Replaces single/double pane, wood/metal framed windows to U 0.30, U 0.25 or U 0.22. Note: Utilities may require \geq U 0.25 to qualify for rebate.

1. Max one rebate per residence

2. Max two rebates per residence

3. Initial R-Value is determined through the home energy audit by the SLC Auditor.

•**ALL UPGRADES ARE FOR RETROFIT ONLY. New construction or unconditioned spaces do not qualify for incentives.**

•All upgrades must be performed to Regional Technical Forum and/or utility company standards and be installed by a WA State licensed & bonded contractor, except for upgrades marked as DIY (Do-It-Yourself) - Homeowner self install.

Upgrades Specifications Cont'd

Energy Upgrades	Pre/Post Condition
Ductless Heat Pump¹	Replaces baseboard or electric forced air furnace heating. HSPF 9/SEER 16, variable speed. Incentives apply to a maximum of a single outside unit per residence and does not include cost of electrical upgrades.
Air to Air Heat Pump¹	Replaces 10+ year old heat pump or forced air furnace. HSPF 9.5/SEER 16 variable speed or in accordance with applicable utility rebate eligibility requirements. Incentives apply to a maximum of a single outside unit per residence and does not include cost of electrical upgrades.
Heat Pump Water Heater (DIY)¹	Replaces 10+ year old electric water heater, with a 50 - 80 gallon electric water heater.
Smart Thermostat (DIY)²	Thermostat features must include occupancy sensor, outdoor temperature and Wi-Fi capability.
Exterior Entry Door²	Replaces standard 32" or 36" exterior entry door, < U 0.21
Heat Pump Clothes Dryer (DIY)¹	<u>Must be on PPL's Qualified Heat Pump Clothes Dryer list at time of purchase</u> https://wattsmartsavings.net/washington-residential/qualified-products-wa/wa-heatpumpclothesdryer-qpl/

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CEEP 22-23 Process

1. Customer contacts the SLC and registers for CEEP – scheduling a Home Energy Audit.
Pay \$95+ HEA fee over the phone at time of registration or on the day of the HEA.
<https://squareup.com/market/sustainable-living-center>
2. SLC performs a Home Energy Audit (HEA) at customer's property and sends report with Auditor's recommendations via Customer's email.
3. Customer submits an Intent to Perform Upgrades Form.
<https://slcceep.wufoo.com/forms/2223-ceep-intent-to-perform-upgrades-form/>
Please have an estimate from a WA State Licensed Contractor available to upload to form.
4. SLC sends Customer a Conservation Incentive Estimate Form (IEF) for each Contractor.
This form gives the customer an estimate of incentives to be awarded by CEEP.
5. Customer accepts IEF by completing the Customer Acceptance Form (CAF).
<https://slcceep.wufoo.com/forms/2223-ceep-customer-acceptance-form/>

CEEP 22-23 Process Cont'd

6. SLC sends Customer an email notice, authorizing installation of upgrade as listed on the Customer Acceptance Form (CAF).
7. Customer provides Contractor with a copy of the **SLC authorization**.
 - Customer contacts Contractor and schedules authorized upgrade to be installed.**
 - Contractor installs upgrade.**
 - Contractor invoices customer for upgrade installed.**
8. Customer sends SLC a copy of the Contractor's invoice for upgrade installed.
 - Upload invoice to Drop-box: <https://slcceep.wufoo.com/forms/2223-ceep-dropbox/>
9. SLC schedules and performs a quality control final inspection of upgrade(s) installed.
10. SLC mails incentive reward check to customer upon satisfactory results of inspection.
 - There is a 8 – 9 week processing time to receive incentive check after inspection.**



Contractor's Guide to CEEP

509-524-5218 | info@slcww.org | www.slcww.org/contractors-guide

Dear Contractor: Please ensure that the energy upgrades quoted for our mutual Customer meets the specifications listed on the other side of this page. Listed below are some guidelines to help with the quick processing of incentives offers and payments.

IMPORTANT NOTES:

- Missing information from estimates or invoices will delay the SLC's ability to provide incentive offers, or pay out incentives to our Customers.
- Information provided on the estimate helps us verify that the energy upgrades qualify for our incentives and to calculate the incentive dollar amount.
- Information provided on the invoices verifies the scope of work completed. Changes to the scope of work listed on the estimate, results in the recalculation of the incentive amount.

If you have any questions or concerns please do not hesitate to contact us.

ESTIMATE CHECKLIST

☐ Estimate Date

☐ Customer Name & Address

Total Job Cost - *Total job cost should include sales tax-based on the property address where work is to be completed for the Customer. <https://dor.wa.gov/taxes-rates>*

☐ Description of the scope of work to be completed plus...

FOR INSULATION:

☐ Total Sq. Ft. of area to be insulated

☐ Ending R Value of area to be insulated

FOR WINDOWS:

☐ Total No. of windows to be installed

☐ Total Sq. Ft. of windows to be installed

☐ U Factor of windows to be installed

FOR HVAC: <https://www.ahridirectory.org>

☐ AHRI Certified Reference No.

(to verify HSPF & SEER ratings, AHRI Certificates should be sent in addition to the estimate)

FOR DOORS:

☐ U Factor of doors

INVOICE CHECKLIST

- ☐ **Invoice Date**
- ☐ **Invoice No.** (No Duplicates)
- ☐ **Total Job Cost** - *Total job cost should include sales tax-based on the property address where work was completed for the Customer.*
<https://dor.wa.gov/taxes-rates>
- ☐ **Bill To: Customer Name & Address**
- ☐ **Job Address**
- ☐ **Description of the scope of work completed plus...**

FOR INSULATION:

- ☐ Total Sq. Ft. of area insulated
- ☐ Ending R Value of area insulated

FOR WINDOWS:

- ☐ Total No. of windows installed
- ☐ Total Sq. Ft. of windows installed
- ☐ U Factor of windows installed

FOR DUCT SEALING & INSULATION:

- ☐ PTCS Certification <https://ptcs.bpa.gov>

FOR HVAC:

- ☐ Model No. of Outdoor Unit (*must match AHRI Certificate info. provided w/estimate*)

FOR DOORS:

- ☐ U Factor of doors

CEEP Story # 1

DOWNTOWN – OLD TOWN PASCO – Franklin County

**9 Residential Units & 4 Commercial
Units Received Incentives
HVAC & WINDOWS UPGRADES**



CEEP Story # 2

COLUMBIA COUNTY – MOUNTAIN CABIN HOME – Columbia County

ATTIC & WALL INSULATION, WINDOWS & DUCTLESS HEAT PUMP UPGRADES



CEEP Story # 3

LOCAL 1920 HOME – Walla Walla County

DUCT SEALING & INSULATING, ATTIC, WALL, FLOOR INSULATION, & WINDOWS UPGRADES



CEEP Story # 4

LOCAL HOMEOWNER & FARMER
WALLA WALLA COUNTY

11.6KW SOLAR PV SYSTEM



Other Programs

in Conjunction w/CEEP

- Craft3 – Loans and on bill financing for Pacific Power Customers
- PSCCU – Energy Smart Loans
- PPL FREE Lighting Program – Replace 18 bulbs for 6 customers
- Solar Rebate - \$57K to 19 Customers



SLC Contact Information

Mailing Address: 500 Tausick Way Walla Walla, WA 99362

Physical Location: Walla Walla Community College Water & Environmental Center
640 Water Center Drive Walla Walla, WA 99362

Rooms: 2012 & 2013 | **Phone:** 509.524.5218 | **Fax:** 509.524.5209

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SLC CEEP Website Links:

slcww.org/ceep

slcww.org/ceep-guide

slcww.org/ceep-process

slcww.org/ceep-resources

slcww.org/contractors-guide