



## **Cuyahoga Falls Electric System**

### **Small Commercial Energy Efficiency Program**

**(SCEEP)**

### **Terms & Conditions**

**January 2026**

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## **1 Terms & Conditions**

The Cuyahoga Falls Electric System is providing small commercial incentives for implementing energy efficiency projects through the Cuyahoga Falls Small Commercial Energy Efficiency Program (hereafter referred to as “SCEEP”). Anywhere this document reads Cuyahoga Falls Electric System, it is inclusive of the City of Cuyahoga Falls.

### **1.1 Purpose**

The purpose of this program is to help small commercial electric customers invest in energy efficiency measures for their facilities and processes through providing incentives. These incentives are expected to help reduce the implementation cost of the projects, promote energy efficiency, and reduce customer electric bills.

### **1.2 Limited Funds**

Funds for this program are limited and subject to availability. Incentives for energy efficiency projects will be available until the annually approved funds are exhausted or until the end of the annual incentive solicitation, whichever comes first. Subsequent incentive solicitations may be made available in later years.

### **1.3 Release of Utility Billing Data**

Participants in the program agree to allow the Cuyahoga Falls Electric System Energy Efficiency Consultant access to utility usage and historical bill data for the account(s) under consideration for energy efficiency incentives.

### **1.4 Program Effective Dates**

Pre-approval applications for proposed SCEEP projects will be accepted from Cuyahoga Falls Electric System Small Commercial electric customers until Friday, October 16<sup>th</sup>, 2026, or until all available funds have been reserved for eligible projects. Pre-approval applications will be reviewed, and incentive amounts verified within a reasonable amount of time. The applicant or applicants will be notified in writing of pre-approval and funding reservation. All dates are subject to change. Funds will not be awarded until after project completion and verification.

### **1.5 Program Eligibility**

Incentives through SCEEP are only available to non-residential customers with annual electrical usages of less than 250,000 kWh. Applicants may be property owners or tenants. Tenants must have written approval from property owners to participate in the program. Property owners/tenants must be up to date on all municipal taxes, utility bills, City Codes (occupancy permits on file) and property maintenance relating to the business and/or building prior to

participation in the program. You may email Bryce Pulley ([bpulley@cityofcf.com](mailto:bpulley@cityofcf.com)) to determine if your location(s) is/are eligible for the program.

## **1.6 Project Eligibility**

Only energy efficiency projects listed in the prescriptive application provided by the City's energy efficiency consultant are eligible to apply for an incentive. The project must be implemented by a non-residential customer with the intention of reducing the customer's electrical consumption and peak demand. All projects must submit a pre-approval application and receive pre-approval from the Cuyahoga Falls Electric System before being eligible to receive an incentive.

SCEEP offers small commercial electric customers incentives for electrical energy efficiency measures in areas such as exterior lighting, interior lighting and HVAC controls (e.g. smart thermostat). New construction projects are also eligible for rebates. New construction projects are only eligible for lighting and other prescriptive rebates included in this document and only for measures that exceed current energy code requirements (refer to ASHRAE 90.1-2019 and Ohio Administrative Code 4101:1-13, issued January, 2017).

## **1.7 Project Requirements**

- Projects must involve a facility improvement that results in a permanent reduction in electrical energy usage (kWh).
- Prior to receiving an incentive, projects should generally result in a simple payback period between one and seven years, based on electric energy cost savings. Energy cost savings shall be based on both energy consumption and peak demand reductions. The Cuyahoga Falls Electric System reserves the right to develop cost effectiveness tests to determine if a project qualifies for an incentive.
- Projects that are NOT eligible for an incentive under the SCEEP Program include, but are not limited to, the following:
  - Fuel switching (e.g. electric to gas or gas to electric)
  - Projects involving gas-driven equipment in place of or to replace electric equipment (such as a chiller)
  - Projects focused primarily on power factor improvements
  - On-site electricity generation
  - Used or rebuilt equipment
  - Studies or energy audits
- Any measures installed at a facility must be maintained through the expected life of the technology and provide 100 percent of the energy benefits as stated in the application

for the life of the product. If the customer ceases to be a delivery service customer of the Cuyahoga Falls Electric System or removes the equipment or systems at any time during the period, the customer may be required to return a prorated amount of incentive funds to the Cuyahoga Falls Electric System. Exceptions may apply for customers upgrading to more efficient products at their own expense.

- All installed equipment must meet state, federal or local codes and requirements.
- New light fixtures must be certified by Design Lights Consortium (DLC), ENERGY STAR®, Lighting Design Lab or Lighting Facts.
- Projects must be installed on the Cuyahoga Falls Electric System electric account listed on the application.
- Equipment must be purchased, installed and operating (or capable of operating in the case of seasonal uses) prior to submitting a final approval incentive application.
- Preference will be given to projects that might not have been performed absent the incentive funding.

## **1.8 Project Completion**

No incentive will be given to a customer before the energy efficiency project has been completed. The project is considered completed when the new equipment/system is fully installed, functional and operating under the design intended controls and sequencing. Applicants have up to one year from the date of their award notification to complete their project.

## **1.9 Incentive Payment Limits, Estimates & Final Amount**

The maximum incentive payout for projects will be no greater than 50 percent of the project cost or up to \$10,000 per customer per calendar year. The incentive payment amount is subject to available funding. After an incentive amount is pre-approved, the Cuyahoga Falls Electric System will pay no more than the pre-approved incentive amount. No project or combination of projects will be awarded greater than the maximum incentive.

The Cuyahoga Falls Electric System reserves the right to reduce or eliminate the incentive amount if the implemented project differs from the project presented in the pre-approval application or if the project was not installed in accordance with these terms and conditions. The incentive amount can also be reduced or eliminated in the event of a shutdown or significant reduction of operations at the facility where the energy efficiency project is located. The customer shall be obligated to refund such incentive amounts paid by the Cuyahoga Falls Electric System where the projected energy savings have not been achieved as a result of the foregoing circumstances.

Rebates will be offered for each of the technologies listed below at the rates provided.

## **Lighting Fixture and Controls Rebate Amounts**

Lighting rebates will be determined based upon achieved wattage reduction from current code required baselines. The rebate applies to both interior and exterior lighting. Reference Table A.

- Within lighting rebates, there are three rebate levels: (1) lamp replacement (2) simple retrofit-direct-wire LED strip only (3) integrated retrofit kit with specular improvements, network controls ability, or complete fixture replacement.
  - Lamp Replacement: This measure is simple T8 LED tube replacement of fluorescent lamps that rely on existing ballasts.
  - Basic Lamp Retrofit: This measure includes “direct wire” solutions where the former fluorescent ballast is bypassed and the new LED lamps or strips are wired directly to line voltage and include either an internal or external driver.
  - Integral Fixture Retrofit or Fixture Replacement: This measure goes beyond just the lamps to include items such as optical components (reflector and lens) and control wiring. Only an integral retrofit can make a light compatible with a centralized control system to make it possible to integrate technology such as pre-programmed dimming controls.
- Rebates are offered for the implementation of advanced lighting controls for projects or spaces that are not mandated by current energy codes.
- Rebates are offered for central digital lighting controls with preset dimming controls and automatic scheduling capabilities.
- The Cuyahoga Falls Electric System reserves the right to require verification of appropriate lighting schedule implementation by the City’s energy efficiency consultant prior to issuing final rebate approval.

**Table A: Prescriptive Lighting Rebates**

<b>Rebate Values (\$/W Reduced)</b>	<b>Lamp Replacement</b>	<b>Basic Retrofit</b>	<b>Integral Fixture Retrofit or Complete Replacement</b>
Interior Fixtures	\$0.15/W	\$0.25/W	\$0.40/W
Exterior Fixtures	\$0.12/W	-	\$0.30/W
Screw-In Lamps	\$0.08/W	-	-
Exit Signs	-	-	\$0.15/W

**Table B: Prescriptive Lighting Control Rebates**

Rebate Values (\$/W Reduced)	Occupancy Sensor, Daylight Sensor or Bi-Level Controls	Central Digital Control with Preset Dimming Capabilities	Conditions
Lighting Controls	\$0.15/W	\$0.10/W	up to a maximum of \$1,250

**HVAC Rebate Amounts**

Prescriptive rebates for HVAC equipment replacements and retrofits are available for small consumers as described in the table below.

**Table C: Prescriptive HVAC Rebates**

HVAC Category	Award Amount	Conditions
Packaged RTUs/Other AC Units -		
Tier 1 (High Efficiency)	\$40 / SEER or IER	per Ton Exceeding 90.1-2019
Advanced RTU/Other AC		
Controller with DRCapabilities	\$1,000 / Unit	for 10 to 30-Ton Units
High-Efficiency Chillers		
(Primary Cooling Only)	\$25 per 0.1 kW/Ton	per Ton Exceeding 90.1-2019
Air-Side Economizer	\$0.10 / Unit Supply CFM	for flow rate
DCV - Office	\$0.05 / Square-foot	for space controlled
VFDs - Fans and Pumps (Only Pre-Approved Cases)	\$50 / HP	operating hours must exceed 1,500 hours per year
Wi-Fi Enabled Thermostats Replacing non-Programmable Thermostats		up to \$50 per thermostat annual occupied hours must be less than 5,000 HVAC must include electric heating and cooling
	\$0.05 / Square-foot Controlled	

**1.10 Savings Guarantee**

The applicant must recognize that the Cuyahoga Falls Electric System does not guarantee energy savings and does not make any warranties associated with the project. Additionally, the overall feasibility and benefits of the project to the customer can only be determined by the customer themselves.

**1.11 Application Review Process**

The Cuyahoga Falls Electric System will review pre-approval applications and final applications for eligibility and completeness. Applications are not a guarantee of program acceptance and incentive payment. The program administrator reserves the right to approve or deny any application.

The pre-approval application process is as follows:

- To start the application process, inquiries can be made by emailing Bryce Pulley ([bpulley@cityofcf.com](mailto:bpulley@cityofcf.com)). Include the name and address of the business, the account number (if known), a brief description of your possible project(s) and contact

information for your project manager.

- The Cuyahoga Falls Electric System will put the applicant in contact with the City's energy efficiency consultant.
- The City's energy efficiency consultant may schedule a phone interview to discuss the project. A walk-through energy audit may be conducted on site following the applicant inquiry.
- The appropriate prescriptive applications will be provided to the customer following initial communications with instructions.
- The customer/applicant will provide the Cuyahoga Falls Electric System with a signed application requesting project approval. The application will be reviewed for completeness and notification of the outcome of review will be provided to the applicant.
- A memorandum will be provided to the customer and to the Cuyahoga Falls Electric System. The memorandum will include a summary of the proposed project with the potential energy savings and preliminary incentive amounts.
- The Cuyahoga Falls Electric System will review pre-approval applications for eligibility and completeness. The Cuyahoga Falls Electric System will formally seek approval for funding and notify the applicant if the approval is granted.
- The customer/applicant will notify Cuyahoga Falls Electric System when the project is complete and submit all related documentation including but not limited to a final application, invoices and tech sheets via email to [bpulley@cityofcf.com](mailto:bpulley@cityofcf.com). The Cuyahoga Falls Electric System reserves the right to request additional supporting documentation as necessary to confirm eligibility and verify incentive amounts. The project must be completed within one year of pre-approval of the application.

Applicants must submit project invoice and cost information. The location or business name on the invoice must be consistent with the application information. The project invoice should provide sufficient detail to separate the project cost from the cost of other services, such as repairs and building code compliance. Lighting project invoices should include clear description and quantity of each type of purchased fixture or lamp.

- The City's energy efficiency consultant will review the documentation and may visit the business for a post-installation audit, after which a final memo and application will be provided.

- The customer/applicant will provide the Cuyahoga Falls Electric System with a signed copy of the final application. The final application must be submitted within 60 days of project completion.
- Once all applications and all other required documentation have been completed and submitted, the award will be released.

Funds are reserved for projects after the project completes the pre-approval process. Incomplete applications will not be processed and may lose their place in line in the review process until all requested information is received. Applicants are encouraged to email Bryce Pulley ([bpulley@cityofcf.com](mailto:bpulley@cityofcf.com)) with all questions regarding the application process and requirements.

- Cuyahoga Falls Electric System will also review self-directed projects which are projects that were completed without going through the pre-approval process. The incentive payment for previously completed projects will be 75 percent of the calculated incentive for that of a proposed new project. Self-directed projects will follow the following application process: To start the application process, inquiries can be made by emailing email Bryce Pulley ([bpulley@cityofcf.com](mailto:bpulley@cityofcf.com)). Include the name and address of the business, the account number (if known), a brief description of your possible project(s) and contact information for your project manager.
- The Cuyahoga Falls Electric System will put the applicant in contact with the City's energy efficiency consultant.
- The City's energy efficiency consultant may schedule a phone interview to discuss the project. A walk-through energy audit may be conducted on site following the applicant inquiry.
- Small Business new construction or major renovation projects are only eligible for the lighting incentives and other prescriptive incentives listed in this document and only for those measures that exceed current energy code requirements.
- The applicant must submit project invoice and cost information. The location or business name on the invoice must be consistent with the application information. The project invoice should provide sufficient detail to separate the project cost from the cost of other services, such as repairs and building code compliance. Lighting project invoices should include a clear description and quantity of each type of purchased fixture or lamp. Documentation must confirm that installation was completed within the last two years or will be complete within 12 months of the application.

Documentation must be submitted via email to [bpulley@cityofcf.com](mailto:bpulley@cityofcf.com). The Cuyahoga Falls Electric System reserves the right to request additional supporting documentation as necessary to confirm eligibility and verify incentive amounts.

- A memorandum will be provided to the customer and to the Cuyahoga Falls Electric System. The memorandum will include a summary of the project with the energy savings and incentive amounts.
- The Cuyahoga Falls Electric System will review self-directed applications for eligibility and completeness. The Cuyahoga Falls Electric System will formally seek approval for funding and notify the applicant if the approval is granted.
- Once the application and all other required documentation have been completed and submitted, the award will be released.

## **1.12 Pre-& Post-Installation Inspections**

The customer grants the Cuyahoga Falls Electric System the right to perform pre- and post-installation inspections. If the post-installation inspection reveals different equipment installed than that listed on the final approval application, the incentive value may be reconciled to more accurately reflect the upgrade.

## **1.13 Monitoring**

The Cuyahoga Falls Electric System reserves the right to perform monitoring and inspection of the energy efficiency projects for a three-year period following completion of the installation in order to determine the actual demand reduction and energy savings. As a condition of receiving an incentive, the customer agrees to provide access and information to the Cuyahoga Falls Electric System and to cooperate regarding such activity. By participating in the program, the customer acknowledges and agrees that no activity by Cuyahoga Falls Electric System includes any kind of safety, code or other compliance review.

## **1.14 Capacity Rights**

The Cuyahoga Falls Electric System reserves the right to aggregate energy-efficiency resources associated with incented projects and bid them into the appropriate Pennsylvania-Jersey-Maryland (PJM) base residual auction (BRA) and subsequent incremental auctions. The Cuyahoga Falls Electric System may also sell these energy efficiency resources to a third party, aggregating utility or other entity for the purpose of bidding the resources into the PJM BRA.

## **1.15 Carbon Reduction Rights**

The Cuyahoga Falls Electric System owns the carbon reduction rights and reserves the right to aggregate the carbon dioxide and other green-house gas (GHG) reduction attributes associated

with projects that receive CIEEP funds in order to commit these reductions to Ohio or other states towards their compliance with EPA 111d regulations

### **1.16 Equipment De-Commissioning**

Where the project involves replacing existing equipment, the existing equipment must be decommissioned. The existing equipment may be retained for use as back-up equipment with the Cuyahoga Falls Electric System's permission. The existing equipment may also be sold for scrap but cannot be sold for use in another production environment, since this could negate the intended energy savings of the project. The EPA recommends that all CFL and fluorescent lights be disposed of properly.

### **1.17 Maintenance of Equipment**

The small commercial electric customer acknowledges and agrees to operate and maintain the incentivized efficiency project in accordance with the manufacturer's recommendations and the terms hereof and shall replace consumable parts and other components with comparable or superior efficient products at the customer's expense.

### **1.18 Publicity of Customer Participation**

The small commercial electric customer grants the Cuyahoga Falls Electric System the right to use and reference for promotional and regulatory purposes the customer's participation in the program. This includes the details of the project and the energy savings, the incentive amount paid to the customer, and other appropriate information relating to the customer's participation in the program.

### **1.19 Indemnification & Limitation of Liability**

The small commercial electric customer shall indemnify, defend and hold harmless the Cuyahoga Falls Electric System, its affiliates and their respective contractors, officers, directors, employees, agents, representatives from and against any and all claims, damages, losses and expenses, including reasonable attorneys' fees and costs incurred to enforce this indemnity, arising out of, resulting from, or related to the Cuyahoga Falls Electric System or the performance of any services or other work in connection with the program, caused or alleged to be caused in whole or in part by any actual or alleged act or omission of the customer, any subcontractor, agent, or third party, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. To the fullest extent allowed by law, the Cuyahoga Falls Electric System's aggregate liability, regardless of the number of claims, shall be limited to paying approved incentives in accordance with these terms and conditions and the Cuyahoga Falls Electric System and its affiliates and their respective contractors, officers, directors, employees, agents, representatives shall not be liable to the customer or any other party for any other obligation. To the fullest extent allowed by law and as part of the consideration for participation in the program, the customer waives and releases the Cuyahoga

Falls Electric System and its affiliates from all obligations (other than payment of an incentive), and for any liability or claim associated with the energy efficiency project, the performance of the energy efficiency project, the Cuyahoga Falls Electric System, or these Terms and Conditions.

## **1.20 No Warranties or Representations by the Program Administrator**

- THE CUYAHOGA FALLS ELECTRIC SYSTEM DOES NOT ENDORSE, GUARANTEE, OR WARRANT ANY CONTRACTOR, MANUFACTURER OR PRODUCT, AND MAKES NO WARRANTIES OR GUARANTEES IN CONNECTION WITH ANY PROJECT, OR ANY SERVICES PERFORMED IN CONNECTION HEREWITH OR THEREWITH, WHETHER STATUTORY, ORAL, WRITTEN, EXPRESS, OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THIS DISCLAIMER SHALL SURVIVE ANY CANCELLATION, COMPLETION, TERMINATION OR EXPIRATION OF THE CUSTOMER'S PARTICIPATION IN THE PROGRAM. CUSTOMER ACKNOWLEDGES AND AGREES THAT ANY WARRANTIES PROVIDED BY ORIGINAL MANUFACTURERS', LICENSORS', OR PROVIDERS' OF MATERIAL, EQUIPMENT, OR OTHER ITEMS PROVIDED OR USED IN CONNECTION WITH THE PROGRAM UNDER THESE TERMS AND CONDITIONS, INCLUDING ITEMS INCORPORATED IN THE PROGRAM, ("THIRD PARTY WARRANTIES") ARE NOT TO BE CONSIDERED WARRANTIES OF THE PROGRAM ADMINISTRATOR AND THE PROGRAM ADMINISTRATOR MAKES NO REPRESENTATIONS, GUARANTEES, OR WARRANTIES AS TO THE APPLICABILITY OR ENFORCEABILITY OF ANY SUCH THIRD PARTY WARRANTIES. THE TERMS OF THIS SECTION SHALL GOVERN OVER ANY CONTRARY VERBAL STATEMENTS OR LANGUAGE APPEARING IN ANY PROGRAM ADMINISTRATOR'S OTHER DOCUMENTS.
- Neither the Cuyahoga Falls Electric System nor any of its employees or contractors is responsible for determining that the design, engineering or installation of the energy efficiency projects is proper or complies with any particular laws, codes or industry standards. The Cuyahoga Falls Electric System does not make any representations of any kind regarding the benefits or energy savings to be achieved by the projects or the adequacy or safety of the projects.
- Customer acknowledges and agrees that it is solely responsible (directly-based on its own judgment or indirectly-based on the advice of an independent expert that is not the Cuyahoga Falls Electric System) for all aspects of the energy efficiency projects and related work including, but not limited to: selecting the equipment; selecting contractors to perform the work; inspecting the work and the equipment; ensuring that the equipment is in good working order and condition; ensuring that the equipment is of the manufacture, design specifications, size and capacity selected by the customer and that the same is properly installed and suitable for customer's purposes; and determining if work was properly performed.

- Customer agrees and acknowledges that the Cuyahoga Falls Electric System is not a manufacturer of, or regularly engaged in the sale or distribution of, or an expert with regard to, any equipment or work.
- The provisions of this Section 1.21 shall survive the termination, cancellation or completion of the customer's participation in the program.

## **1.21 Equipment and Contractor Selection and Contracting**

The small commercial electric customer is responsible for selecting and purchasing the energy efficiency project and selecting and contracting with the design and installation contractor(s). The customer shall be responsible for enforcing all such contracts and for assuring that the project meets program requirements and applicable laws, regulations and codes, and that the contractor(s) are properly qualified, licensed and insured. Notwithstanding the foregoing, the customer acknowledges that the Cuyahoga Falls Electric System reserves the right to deny a vendor or contractor participation in this program or provide equipment or services. The Cuyahoga Falls Electric System also has the right to exclude certain equipment from the program.

## **1.22 Tax Liability**

All issued incentives are taxable, if more than \$600.00, and will be reported to the IRS, unless the customer is tax exempt. The Cuyahoga Falls Electric System is not responsible for any taxes that may be imposed on the client as a result of receiving an incentive.

## **1.23 Disclaimer**

The Cuyahoga Falls Electric System does not guarantee the energy savings and does not make any warranties associated with the measures eligible for incentives under this program. The Cuyahoga Falls Electric System has no obligations regarding, and does not endorse or guarantee, any claims, promises, work, or equipment made, performed, or furnished by any contractors or equipment vendors that sell or install energy efficiency measures. The Cuyahoga Falls Electric System is not responsible for the proper disposal/recycling of any waste generated as a result of this project. The Cuyahoga Falls Electric System is not liable for any damage caused by the operation or malfunction of the installed equipment. Please ensure that proper care is taken to dispose of any equipment that may contain hazardous materials.

## **1.24 Confidentiality**

The Cuyahoga Falls Electric System and its subcontractors will keep all customer, vendor and contractor information confidential, as allowed by law, and will not share this information with other persons or organizations.