

# CLEAN ENERGY IMPROVEMENT PROGRAM



The Clean Energy Improvement Program helps Albertans make deeper energy-saving retrofits—and make them sooner rather than later.

Low-cost financing from the Clean Energy Improvement Program is tied to the property, not the property owner.

Repayment is made through property taxes and the financing can transfer to a new owner if the property sells.

This gives property owners the confidence to make deeper retrofits, taking on multiple upgrades at once.

So boost your business by encouraging your customers to apply to the Clean Energy Improvement Program!



## AN OPPORTUNITY FOR CONTRACTORS TO UNLOCK NEW BUSINESS

All Clean Energy Improvement Program projects must be completed by a Qualified Contractor—Alberta-based energy efficiency and renewable energy experts, verified to be familiar with the program.

Property owners browse the Qualified Contractor directory when searching for quotes. Become a Qualified Contractor and put your name in front of thousands of potential customers.

**NOT YET A QUALIFIED CONTRACTOR? SIGN UP TODAY!**

[ceip.abmunis.ca/contractor](http://ceip.abmunis.ca/contractor)

## A DIFFERENT KIND OF FINANCING FOR RENOVATIONS THAT MAKE A DIFFERENCE

The Clean Energy Improvement Program is administered by Alberta Municipalities.

Visit the For Contractors page on our website for more details, or contact the Program Lead (Contractor Management) with your questions.

[ceip.abmunis.ca](http://ceip.abmunis.ca)

1.888.506.9996 (toll-free)

[contractor@myCEIP.ca](mailto:contractor@myCEIP.ca)

Alberta Municipalities  
#300 8616 51 Ave. NW  
Edmonton, AB T6E 6E6

# IMPORTANT INFORMATION FOR QUALIFIED CONTRACTORS



## RESIDENTIAL ENERGY EVALUATIONS

All residential properties require an **EnerGuide version 15 home evaluation** prior to submitting their application. Once all upgrades are installed, a post-project evaluation must be done to verify the installation and the energy savings.

## COMMERCIAL ENERGY AUDITS

All commercial properties require an **ASHRAE Level 2 energy audit** performed within 18 months of applying for financing. The energy audit must recommend and estimate energy savings for any eligible upgrades. Additionally, a feasibility study is required for all **renewable energy upgrades** except for solar PV installations.

After installation, an engineering consultant must provide a **post-project memo** verifying the upgrade and determining energy and greenhouse gas emissions savings.

## PROGRAM AGREEMENTS

**Upgrade installation must not begin until:** the property owner's application is approved, Program Agreements have been signed, and Alberta Municipalities issues an Installation Authorization Notice.

A Project Agreement will be signed between the Qualified Contractor, the property owner, and Alberta Municipalities. **No other contract** may be signed in relation to a Clean Energy Improvement Program project.

## ELIGIBLE UPGRADES

Qualified Contractors can install any upgrades that meet the requirements detailed under the Clean Energy Improvement Program's online listing of eligible upgrades.

## PAYMENT PROCESS

1. Once an upgrade has been installed and reached substantial performance, the Qualified Contractor submits an **invoice** to the property owner.

An upgrade has reached **substantial performance** once all applicable permits have been approved by the participating municipality and the upgrade is ready for use.

2. The property owner may require assistance gathering any **supporting documentation** required for the upgrade (requirements vary and are detailed on the program's website).
3. The property owner submits the final **invoice**, **Upgrade Completion form**, and all **supporting documentation** to Alberta Municipalities.
4. Alberta Municipalities pays the Qualified Contractor. **As per provincial legislation**, the contractor will receive 90% of the eligible costs within 28 days of the invoice being provided to the property owner. After 60 days, if no lien is found on the property, the remaining 10% will be paid.

## PARTICIPATING LOCATIONS

The Clean Energy Improvement Program launched in 2021 and more municipalities are offering the program every year.

Participating municipalities set their own interest rates, minimum and maximum financing amounts, and rules on advancing financing to pay for deposits. **See each municipality's Terms & Conditions for full details.**

Regardless of municipality, all property owners and contractors deal directly with Alberta Municipalities.

**Current as of May 1, 2023.** Information subject to change; see Terms & Conditions for current details.

Municipality	Deposit Advance	Interest Rate	Rebate	Municipality	Deposit Advance	Interest Rate	Rebate
Athabasca	10%	3.5%	0	Leduc	30%	*	\$1350
Calgary	20%	2.95%	10%	Lethbridge	0	2.7%	\$800
Canmore	50%	2.7%	\$500	Rocky Mountain House	50%	*	\$1200
Devon	15%	4.0%	\$1100	St. Albert	30%	3.0%	\$1400
Edmonton Res.	0	3.5%	*	Strathcona County	Coming in 2023		
Edmonton Comm.	0	3.16%	*	Sturgeon County	Coming in 2023		
Grande Prairie	25%	3.0%	\$500				

\* See Terms & Conditions for details.

**Deposit Advance:** Maximum that can be advanced for a deposit. Contractors may require a larger deposit, but customers will need to pay the remainder out-of-pocket.

**Rebate:** Provided by municipalities on a limited time basis for completed projects. The rebate is applied directly to the financing amount. City of Calgary rebate will be assessed up to 10% of eligible project costs.