



## **RAISING ENERGY EFFICIENCY PROGRAM (REEP)**

### **Description and Application Guidelines**

The City of Longwood in an effort to encourage its citizens to utilize more energy efficient products created the Raising Energy Efficiency Program (REEP). While most residents and businesses will simply appreciate lower utility bills, the impact of increased energy efficiency has far reaching environmental and financial benefits.

REEP provides residents and businesses a financial incentive (up to \$500 a year) to make energy efficiency improvements to their homes or businesses while providing a boost to local businesses. The rebate is available to any resident or business within the City Limits utilizing contractors, suppliers, or other businesses located within the City of Longwood to improve their energy efficiency.

### **Eligible Improvements and Rebate Criteria**

The following is a list of improvements and eligibility requirements that qualify for a rebate under this program. Please review the type of upgrades available and eligibility requirements.

#### HVAC System Upgrade

1. Upgrade to a 15 SEER or higher system, the program will reimburse \$300.00.
2. Upgrade to a programmable thermostat, the program will reimburse \$25.00.
3. Repair/replace duct leaks, the program will reimburse 10% of the project costs.

#### Installation of Solar Panels or Photovoltaic Systems

1. Solar panels must be ENERGY STAR labeled.
2. The program will reimburse up to 10% of the project costs

#### Replacement or Upgrade of Insulation

1. Insulation material or system specifically and primarily designed to reduce the heat loss or gain of your home. The primary purpose must be to insulate, external upgrades such as insulated siding are not eligible for reimbursement.
2. Materials must meet 2009 International Energy Conservation Code (IECC).
3. To be eligible, insulation must be rated R-19 or above.
4. The program will reimburse up to 10% of the project costs.

#### Replacement of Windows or Doors

1. Replacement doors or windows must be ENERGY STAR labeled.
2. The program will reimburse up to 10% of the project costs.

#### Installation of a Tankless or Solar Water Heater

1. Installation of tankless units or solar units that are Energy Star labeled.
2. The program will reimburse up to 10% of the project costs.



### Roof Replacement

1. All ENERGY STAR qualified metal and reflective asphalt shingles. The grant is for any metal or asphalt roof installed on a dwelling unit, but only if such roof has appropriate pigmented coatings or cooling granules which are specifically and primarily designed to reduce the heat gain of the dwelling unit.
2. The program will reimburse up to 10% of the project costs.

### Installation of Window Film

1. Applicant must provide proof that the shading coefficient of the window film installed is 0.45 or less, or that the solar heat gain coefficient of the window film installed is 0.40 or less.
2. Window film must have a five-year or greater warranty.
3. Existing jalousie, double or triple pane, frosted or plastic windows and skylights are not eligible for reimbursement.
4. The program will reimburse up to 10% of the project costs.

### Installation of Solar Water Heating Systems Including Pools

1. The program will reimburse up to 10% of the project costs.

## **Application and Allocation Process**

1. A complete application package for all eligible improvement shall be submitted to the Community Development Services Department, 174 W. Church Ave., Longwood, FL 32705 once all work is complete.
2. The Applicant is responsible for obtaining any and all permits as applicable or approvals required to perform all work.
3. Final invoices from the installation contractor and/or receipts from the Longwood retailer/supplier/vendor where the products were purchased are required. Please use the SHOP Longwood Business Directory at [www.longwoodfl.org](http://www.longwoodfl.org) to locate Longwood businesses.
4. Staff will review the application for completeness and eligibility. Eligible applications will be processed for payment once the final inspection and all application requirements are completed.
5. Staff will calculate and prepare rebates based on review of the application, receipts/invoices, available funds, and final permit (if necessary) for internal processing.
6. Rebates will be mailed to the property owner using the address provided on the application.

If you have any questions, please contact Community Development Services at (407) 260-3462 or email us at [rebate@longwoodfl.org](mailto:rebate@longwoodfl.org).



## APPLICATION Raising Energy Efficiency Program (REEP)

Project Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel Id: \_\_\_\_\_

	<b>Property Owner</b>
Name	
Address	
Phone	
E-Mail	
Fax	

	<b>Contractor (if applicable)</b>
Name	
Address	
Phone	
E-Mail	
Fax	

	<b>Vendor/Business (if applicable)</b>
Name	
Address	
Phone	
E-Mail	
Fax	



**Please check the type of improvement(s) being performed:**

	<b>Eligible Improvement*</b>	<b>Rebate Amount</b>	<b>Amount Received</b>
<input type="checkbox"/>	15 SEER or higher system upgrade	Up to \$300.00	
<input type="checkbox"/>	Programmable thermostat	Up to \$25.00	
<input type="checkbox"/>	Repair/replace duct leaks	Up to 10% of costs	
<input type="checkbox"/>	ENERGY STAR labeled solar panels	Up to 10% of costs	
<input type="checkbox"/>	Insulation material or system primarily designed to reduce the heat loss or gain of your home	Up to 10% of costs	
<input type="checkbox"/>	ENERGY STAR labeled replacement doors or windows	Up to 10% of costs	
<input type="checkbox"/>	Installation of ENERGY STAR labeled tankless units	Up to 10% of costs	
<input type="checkbox"/>	ENERGY STAR qualified metal and reflective asphalt shingles	Up to 10% of costs	
<input type="checkbox"/>	Installation of window film	Up to 10% of costs	
<input type="checkbox"/>	Installation of Solar Water Heating Systems	Up to 10% of costs	

**\*Please see REEP Program Description for full rebate amounts and requirements.**

**Submittal Requirements:**

- Completed Application submitted to Community Development Services
- All Receipts and Invoices (for contracted work or products purchased)

<b>FOR DEPARTMENT USE ONLY</b>
Raising Energy Efficiency Program _____
Building Permit Number _____
Check Request to Finance (Date) _____
Rebate Check Number/Dollar Amount _____
<small>(Department Use Only)</small>

Approved

Denied

Comments (If Any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Community Development Services Representative

\_\_\_\_\_  
Date