



Commercial Property Assessed Clean Energy (CPACE) Program Summary

- 1) Deschutes County enacted Resolution No. 2022-023 authorizing creation of the CPACE program and designating appropriate department to be administrator to handle applications.
 - Exhibit 2 of the Resolution approved a Program Guide and draft documents that set legal parameters for the program
 - The County Administrator's Office is administering the CPACE program
- 2) Applications are handled via Project Application Checklist (PAC) that must be filled out by the Property Owner and Capital Provider.
 - The PAC shifts the entire burden of certification of qualifying improvement to licensed professionals retained by the Applicants
 - Legal documents shift risk and burden to Applicants, with liability and indemnification provisions in favor of Deschutes County, and no ongoing exposure
- 3) Applications utilizing the PAC will be reviewed and processed by the administrator within 10 business days.
- 4) Upon application approval the Property Owner will pay the program fee. Deschutes County charges a processing fee for an approved application and document processing. The program fee is 1% of CPACE total financing, or a minimum of \$2,500 and capped at a total of no more than \$15,000.
- 5) Upon receipt of payment, the administrator notifies property owner and capital provider to furnish completed legal documents to finalize transaction:
 - Lender Consent(s)
 - Notice of Benefit Assessment and CPACE lien
- 6) Deschutes County will execute documents, notifies Property Owner and Capital Provider; record transaction upon closing.