

Residential Grant Application
Maryland Clean Energy Grant Program
Clean-Burning Wood Stove Program

THE MARYLAND ENERGY ADMINISTRATION (MEA) HAS RELOCATED TO BALTIMORE'S MONTGOMERY PARK. PLEASE DIRECT ALL PACKAGES TO MEA'S NEW ADDRESS SHOWN AT THE BOTTOM OF THIS PAGE.

The *Residential Grant Application* and supporting documentation must be submitted after the system has been installed.

Checklist for Applications:

- Grant awardee information has been filled out completely, signed and dated.
Original Grant Awardee signatures must be submitted to MEA - Photocopies will not be accepted.
- Please include a valid email for communication purposes.** MEA will not distribute your email to any outside party or use it for any purpose other than grant status communication.
- Installing Contractor and system information, including hours worked, has been filled out completely.
Installing Contractor may submit a scanned copy of an original signature.
- Manufacturer, model, and emissions information for installed clean burning wood units (please see below websites for a list of qualified systems).
 - For Wood Burning Stoves: <http://www2.epa.gov/sites/production/files/2013-08/documents/certifiedwood.pdf>
 - For Pellet Burning Stoves: http://www.ecy.wa.gov/programs/air/indoor_woodsmoke/pdfs/Wood_Pellet.pdf
- The Wood Burning Stove Program Terms and Conditions can be found on our website at: <http://energy.maryland.gov/Residential/Pages/incentives/woodstoves.aspx>

Supporting Documents:

Historic Review Exemption:

MEA is required by State law to assess the impact of Residential Clean Energy Grants on historic resources. Based on the nature of clean wood burning stove installations, the Maryland Historic Trust has granted a blanket exemption for all clean burning wood stove projects.

Required Documents:

- Photo of stove (if chimney was added, photo of addition)
- A \$0.00-balance invoice
- A passed Final Inspection (see page 4 for required inspections by county) report, sticker or picture.
- Proof that the applicant owns and primarily resides at the property where the clean-burning stove is installed, based on a State Department of Assessments and Taxation form, found here: <http://sdat.dat.maryland.gov/RealProperty/Pages/default.aspx>

Stove qualification and permitting

- Ensure stove meets particulate matter requirements (Pellet: 2.0 g/hr Wood: 3.0 g/hr)**
- Check with permitting office to ensure county required permits have been obtained

Mail the Application Form and Supporting Documentation to - (PLEASE READ - OUR ADDRESS HAS CHANGED):

Maryland Energy Administration
Attn: Residential Clean Energy Grant Program
1800 Washington Blvd. Suite 755
Baltimore, MD 21230

Residential Grant Application

Maryland Clean Energy Grant Program

A. Applicant Information

Grant Applicant	Legal First Name		Legal Last Name		
	Phone Number		Email (Used ONLY for communication purposes)		
Install Address	Install Address			Suite/Apt/Bld	
	City	Zip	County		
	Congressional District			Legislative District	
Mailing Address	Mailing Address (Only if PO box)			Suite/Apt/Bld	
	City	State	Zip		
Primary Point of Contact					

If you do not know your Congressional or Maryland Legislative District look it up here: <http://mdelect.net>

B. System Information

System Technology (One Per Form)	System Capacity	Units	Total System Cost	Grant Request Amount
<input type="radio"/> Pellet Burning Stove		btus/hr		
<input type="radio"/> Wood Burning Stove		btus/hr		

C. System Installation Information

Project Start Date	Project End Date	Total Hours Worked (Including Subs)
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If you are filling out this form manually, please see <http://www.energy.maryland.gov/Residential/woodstoves/> for information on the grant calculation

D. Applicant Signature

I have installed a qualified clean energy system on my property. I affirm under penalties of law that a) I am a legal resident of the State of Maryland and b) I own the property for which I am applying and this is my primary domicile c) I have complied with all state laws, local ordinances and other legally binding requirements, and d) the contents of the foregoing application are true to the best of my knowledge, information and belief.

Print Name	Social Security Number	Date Signed
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X _____

Original Ink Signature - Cannot Be a Photocopy/Scan

OFFICIAL USE ONLY				
AGENCY	FUND	PCA	SUB-OBJ	FY
SSN			AMOUNT	
PM INIT	MEA INVOICE NUMBER	DATE RECEIVED		
MEA APPROVAL		FINANCIAL ADM APPROVAL		

OFFICIAL USE ONLY
DATE: _____
POSTED: _____

E. Required Permits

Please refer to page 4 for required permits.

Required? <input type="checkbox"/>	Building Permit #	Issued By (County or Municipality Name)	Inspection Date
Required? <input type="checkbox"/>	Electrical Permit #	Issued By (County or Municipality Name)	Inspection Date
Required? <input type="checkbox"/>	HVAC/Mechanical Permit #	Issued By (County or Municipality Name)	Inspection Date

F. Stove Manufacturing information

Manufacturer	<input type="text"/>	Model	<input type="text"/>	Grams/hr*	<input type="text"/>
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*in order to qualify, wood burning stoves must emit less than 3 grams/hr and pellet stoves 2 grams/hr.

G. Terms and Conditions Compliance

<input type="checkbox"/> I hereby affirm that I have read and agree to the terms outlined in the <i>Residential Grant Terms and Conditions</i> .
<input type="checkbox"/> I also affirm that I have reviewed the particulate matter requirements and my stove meets the threshold (Pellet: 2 g/hr Wood:3 g/hr)
<input type="checkbox"/> I also affirm that I have contacted my local permitting office to ensure all permits and inspections have been acquired/performed

H. Are you replacing an existing stove?

<input type="radio"/> No	<input type="radio"/> Yes (if yes please answer the following questions)
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What type of heating system will you be replacing?	<input type="text"/>	Other	<input type="text"/>
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What are you doing with the old wood stove?	<input type="text"/>
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Will the old stove remain in service?	<input type="radio"/> No	<input type="radio"/> Yes	If so, where?	<input type="text"/>
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Will the old stove be disposed of?	<input type="radio"/> No	<input type="radio"/> Yes	If so, how?	<input type="text"/>
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I. Installing Contractor Information (we strongly encourage contractors to be National Fireplace Institute (NFI) certified)

Company Name	License Type	License Number
Contact Name	Contact Title	
Phone Number	Email (Used ONLY for communication purposes)	
Company Address	Suite/Apt/Bld	
City	State	Zip

J. System and Site Verification by Installing Contractor

I solemnly affirm under penalties of law that I am a contractor licensed in Maryland, and have met the requirements of the Local Codes Authority regarding system safety and reliability and that all the contents of the foregoing *Application* are true to the best of my knowledge, information, and belief. Further, I affirm that I have complied with all State laws, local ordinances and other legally binding requirements.

Print Name	Title	Date Signed
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Signed By _____

Residential Grant Application
Maryland Clean Energy Grant Program
Permit Requirements by County
Current as of July 2015

The following table shows what permits are generally required from each county for qualified clean energy systems. If you have documentation from a permitting authority that shows that the following does not apply to your installation, please include it in your Application Package. If no documentation noting an exception is received, then the following table will be used when reviewing Completion Packages for compliance.

NM indicates that a building permit is required only if new masonry is built.
NW indicates that an electrical permit is required only if new wiring is needed.

County	New Freestanding Stoves			Stove Inserts & Stove Replacements		
	Building	Electrical	HVAC/ Mechanical	Building	Electrical	HVAC/ Mechanical
Allegany	NO	NO	NO	NO	NO	NO
Anne Arundel	YES	NO	NO	YES	NO	NO
Baltimore City	YES	NO	NO	YES	NO	NO
Baltimore	YES	NW	NO	NO	NW	NO
Calvert	YES	NW	NO	NO	NW	NO
Caroline	YES	NO	NO	NM	NO	NO
Carroll	YES	NW	NO	NO	NW	NO
Cecil	NO	NO	YES	NO	NO	YES
Charles	YES	NO	NO	YES	NO	NO
Dorchester	YES	NO	NO	YES	NO	NO
Frederick	YES	NW	NO	YES	NW	NO
Garrett	NO	NO	NO	NO	NO	NO
Harford	YES	NW	NO	NM	NW	NO
Howard	YES	NW	NO	YES	NW	NO
Kent	YES	NW	NO	YES	NW	NO
Montgomery	NO	NW	YES	NO	NW	YES
Prince George's	YES	NW	NO	YES	NW	NO
Queen Anne's	YES	NO	NO	YES	NO	NO
Somerset	NO	NO	NO	NO	NO	NO
St. Mary's	NO	NW	NO	NO	NW	NO
Talbot	NO	NO	NO	NO	NO	NO
Washington	NO	NO	YES	NO	NO	YES
Wicomico	NO	NW	NO	NO	NW	NO
Worcester	YES	NW	NO	NM	NW	NO