

THE MARYLAND ENERGY ADMINISTRATION (MEA) IS RELOCATING TO BALTIMORE'S MONTGOMERY PARK IN MID-DECEMBER 2015. 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 (the residential system owner) 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.
- The Residential Clean Energy Grant Program Terms and Conditions can be found on our website at: <http://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx>

Supporting Documents:

Historic Review Exemption Documents:

MEA is required by State law to assess the impact of Residential Clean Energy Grants on historic resources. Prominent installations of clean energy systems on historic properties or properties within historic areas will not qualify for this grant program.

Grant applicants can opt for historic review exemption with both of the two following certifications:

- Applicant certifies that the primary structure on his/her property is exempt from Historic Review and attaches a Merlin Online map, from <http://geodata.md.gov/imaptemplate/?appid=a8ec7e2ff4c34a31bc1e9411ed8e7a7e>, indicating that the property is not recorded in the Maryland Inventory of Historic Properties.
- Applicant certifies that the primary structure on his/her property is less than 45 years old and attaches a State Department of Assessment Form, from <http://sdat.dat.maryland.gov/RealProperty/Pages/default.aspx>, indicating that the primary structure on the property is less than 45 years old.

If a property is not exempt from the historic review or additional information is needed applicants can contact MEA's historic preservation specialist to confirm their properties' historic status at: fred.shoken@maryland.gov.

Required Documents:

- Photo showing all components of the installed clean energy system
- A \$0.00-balance invoice
- A passed Final Inspection (see page 4 for exact inspection types) report, sticker or picture.
- Proof that the applicant owns and primarily resides at the property where the clean energy system is installed, based on a State Department of Assessments and Taxation form, found here: <http://sdat.dat.maryland.gov/RealProperty/Pages/default.aspx>

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"/> Solar Photovoltaic (PV)		kW DC		
<input type="radio"/> Solar Water Heating		Sq. Ft.		
<input type="radio"/> Geothermal Heat Pump		Tons		
<input type="radio"/> Geothermal Heat Pump Replacement		Tons		
<input type="radio"/> Wind Turbine		kW NSC*		

If you are filling out this form manually, please see <http://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx> for information on the grant calculation.

*Normalized System Capacity. For guidance on calculating Normalized System Capacity and examples, see Windswept website: <http://energy.maryland.gov/Pages/Info/renewable/windprograms.aspx>

C. 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. For solar photovoltaic projects: I affirm that my installation contractor maintains at least one staff member with a NABCEP PV Installation Professional certification, consistent with COMAR 14.26.04.07.

Print Name (Required)	Social Security Number (Required)
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<div style="border: 1px solid black; padding: 2px;"> X </div>	Date Signed
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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: _____

D. System Installation Information

Project Start Date	Project End Date	Total Hours Worked (Including Subs)
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The following question applies only to Geothermal systems

Geothermal System Type
<input type="radio"/> Horizontal Loop <input type="radio"/> Vertical Well

E. Required Permits - please refer to page 4

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

F. Product Testing Requirements Compliance

<input type="checkbox"/> I hereby affirm that each component of the system is listed or labeled by a recognized national testing laboratory

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> .
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H. Installing Contractor Information

Company Name	License Type	License Number
Contact Name	Contact Title	
Phone Number	Email (Used ONLY for communication purposes)	
NABCEP Certified Employee (only required for solar PV systems)	NABCEP Certification Number (only required for solar PV systems)	
Company Address	Suite/Apt/Bld	
City	State	Zip

I. 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 <i>Application</i> 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.
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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.

NW denotes that a permit is only required for new wiring.

*Vertical denotes that only **new vertical loop geothermal systems** require Maryland Dept. of the Environment ("MDE") well construction permits.*

ZC denotes that a zoning certificate is required.

County	Geothermal Heat Pump			Solar Photovoltaic		Solar Water Heating		
	HVAC/ Mechanical	Electrical	MDE Well Construction	Building	Electrical	Building	Electrical	Plumbing
Allegany	NO	NO	Vertical	NO	NO	NO	NO	NO
Anne Arundel	YES	NW	Vertical	YES	YES	YES	NW	YES
Baltimore City	YES	NW	Vertical	YES	YES	YES	NW	YES
Baltimore	NO	YES	Vertical	Over 10 kW	YES	YES	NW	YES
Calvert	NO	NW	Vertical	YES	YES	NO	NO	YES
Caroline	NO	NO	Vertical	YES	YES	NO	NO	YES
Carroll	NO	YES	Vertical	YES	YES	YES	NW	YES
Cecil	YES	YES	Vertical	YES	YES	YES	NW	YES
Charles	YES	NW	Vertical	YES	YES	NO	NO	YES
Dorchester	YES	NW	Vertical	YES	YES	YES	NO	YES
Frederick	NO	NW	Vertical	YES	YES	YES	NO	YES
Garrett	NO	NW	Vertical	NO	YES	NO	NW	If Potable
Harford	YES	NW	Vertical	YES	YES	NO	NW	YES
Howard	YES	YES	Vertical	YES	YES	YES	NO	YES
Kent	NO	NW	Vertical	YES	YES	NO	NO	YES
Montgomery	YES	NW	Vertical	YES	YES	YES	NW	YES
Prince George's	YES	NW	Vertical	YES	YES	YES	NW	YES
Queen Anne's	YES	NW	Vertical	YES	YES	NO	NO	YES
Somerset	NO	NW	Vertical	YES	YES	NO	NO	YES
St. Mary's	NO	NW	Vertical	NO	YES	NO	NO	YES
Talbot	YES	NW	Vertical	YES	YES	NO	NO	ZC
Washington	YES	NW	Vertical	YES	YES	YES	NO	YES
Wicomico	NO	NW	Vertical	YES	YES	YES	NO	YES
Worcester	NO	NW	Vertical	YES	YES	YES	NO	YES