



Wes Moore, Governor
Aruna Miller, Lt. Governor
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FY2025 Electrifying Community Buildings Program

Description: The Maryland Energy Administration (MEA) is pleased to announce funding as part of the new FY25 Electrifying Community Buildings Program. This is a **competitive program** that provides Maryland's Community-Serving Buildings with the opportunity to request funding for measures that facilitate efficient electrification of building systems (mechanical, thermal, laundry, cooking), which may result in lifecycle cost reductions as well as zero onsite emissions. Funding will help more Marylanders defray some of the costs of building electrification efforts, which could also include responsible pre-electrification efforts such as panel upgrades, weatherization, and deep energy efficiency improvements. The Program's overall intent is to facilitate the electrification of buildings whose primary function is to serve the public, such as hospitals, medical care facilities, private K-12 schools, places of worship and similar community-serving buildings.

Eligible Applicants: **Community-Serving Buildings (see sample list below)**

Type of Grant Program: **Statewide Competitive**

Application Deadline: **3:00 P.M. EST, Friday, March 14, 2025**

Anticipated Funding: **A total of \$9,000,000 is anticipated to be available in FY25.** The amount awarded may be more or less, depending on the quantity and quality of applications received.

Application URL: <https://form.jotform.com/243444372652154>

PERIOD OF PERFORMANCE:

Twenty four (24) months beginning with the date of the award execution. An extension for good cause may be requested by a grantee and must be justified with written documentation explaining the need for an extension. Extensions are allowed at the sole discretion of MEA.

SCOPE OF WORK

Funds are available to complete a variety of *electrification retrofit* projects in community-serving buildings. Electrification refers to the replacement of fossil fuel-powered equipment and systems with electric alternatives. Examples of eligible projects are summarized below:

- Building upgrades including, but not limited to:
 - Mechanical systems electrification-driven energy efficiency projects
 - Air-source, water-source, or ground-source heat pumps
 - Replacements of fossil fuel-powered equipment with electric alternatives, such as:
 - ENERGY STAR Appliances and Induction stovetops and ovens,

- in concert with larger electrification projects such as heat pump installation
 - Heat pump water heaters
 - Heat pump dryers
 - Hot water, chilled water and steam system management and improvements that do not use fossil fuels or extend the service life of fossil fueled equipment, in concert with the elimination of fossil fuels
- Measures that can be done in tandem with electrification only:
 - Building envelope measures that improve a building’s efficiency, and thus reduce the overall load needed to electrify
 - Insulation, windows, doors, air sealing, etc.
 - Building controls
 - Building Automation Measures
 - Building Management Systems
 - Electric panel upgrades

Location determination: Funding for FY25 Electrifying Community Buildings Program prioritizes buildings in specific census-tracts that meet criteria set by Maryland’s House Bill 550, in the 2023 Acts of Maryland and the 2024 ENOUGH Act. A list of approved census tracts can be found on the [MEA website](#) or referenced on the map below. If a potential applicant believes a building may serve a qualifying census tract but is not physically located itself in a qualifying census tract, please contact MEA **PRIOR** to submitting an application to determine program eligibility.

Grants will be given with preference to projects supporting these census tracts based on scoring criteria listed below.

ELIGIBLE APPLICANTS

Applicants must be registered to do business in Maryland and must be in good standing.

Applicants must be owners or entities that rent or lease buildings whose primary function is to serve the public. This is including, but not limited to the following building types:

- Hospitals and medical or care facilities
- Houses of worship
- Universities and colleges
- K-12 private or charter schools
- Not-for-profit or community-based organizations
- Local governments (counties, municipalities included) (**This program is designed to be distinct from the [Maryland Smart Energy Community \(MSEC\) program](#), which is also administered by MEA. MSEC enables local jurisdictions to plan and implement multiple energy conservation measures in tandem with supportive energy and climate policies.*)
- Other community-serving buildings that provide services or is used for community activities

Entities that rent or lease their facilities must meet the following requirements:

1. The application includes a letter of concurrence signed by the property owner stating that (a) the property owner permits the grantee to install the proposed upgrades, and (b) the

property owner will ensure that these upgrades to the subject property remain in place and operational for the balance of the equipment's economic life, regardless of lessee turnover.

2. The performance analysis demonstrates that the payback on investment for the proposed improvements is shorter than the balance of term for the lease currently in force

Note: for a grantee that is leasing property, the grant agreement will require the grantee to return grant funds to MEA if the requirements in (1) and (2), above, are not met.

Not Eligible for funding through this program:

- Multi-family affordable housing (Funded through [Maryland Department of Housing and Community Development's Multifamily Energy Efficiency and Housing Affordability Program](#))
- K-12 public schools (funded through [Maryland Energy Administration's Decarbonizing Public Schools Program](#))
- Incremental new construction (Funded through [Commercial, Industrial and Agricultural Program](#))

AWARD AMOUNT

The minimum request for a grant award is \$50,000. The maximum request for a grant award is \$2 million.

The individual grant award amount is also capped based on total project costs and leveraged funding. Total project costs may include direct and administrative costs. Any administrative costs included in the calculation of total project costs must not exceed 10% of the total project costs. MEA will only reimburse for up to 50% of the total project costs remaining after utility incentives are deducted. Applicants are expected to leverage utility incentives wherever possible. Applicants are also expected to cover the remaining 50% of total project costs through other federal, local, and State incentives, as well as with their own private funds.

If applicants are applying for additional MEA grant programs, each application has to request funding for distinct measures or technologies to avoid duplicative funding.

REPORTING

The following deliverables are expected to be comprehensively prepared and submitted to accurately record and document all activities conducted during the grant period:

- A grant implementation plan to include the following:
 - Identification of any key staff position(s) relevant to overseeing activities required by the grant, as well as the role(s) of individuals, consultants, etc. who will be responsible for completing the grant-funded work;
 - Outline of the process, including a timeline; and
 - Explanation of how funding from this grant will be used to complete the grant project.
- Final close-out report outlining progress, identification of next steps occurring after the grant performance period, and a summary of lessons learned and recommended best practices.
- Quarterly progress reports in concert with invoices submitted to MEA.

MINIMUM APPLICATION REQUIREMENTS

The following requirements apply to each applicant. Each condition must be met for applications to be evaluated and considered for funding, no exceptions.

- Applications are submitted by the grantee
 - Third parties may not submit an application on behalf of the grantee
- A signature applied to the application by an officer with the authority to commit the grantee to execute the grant's requirements (e.g., Chair of the Board, President, Chief Financial Officer, General Manager, etc.). This individual should have sufficient authority to identify, authorize, and provide the necessary resources to perform the following activities:
 - Direct the energy efficiency and/or electrification upgrades described in this Funding Opportunity Announcement and facilitate installation and oversight of construction
- IRS Form W-9 for the applicant must be submitted with the application.
- The applicant must be in Good Standing with the [Maryland Department of Assessments and Taxation \(DAT\)](#). The applicant must provide proof of Good Standing with the application. Acceptable proof includes (1) a screenshot or PDF of the applicant's status in DAT's [Business Entity Search](#) that indicates a Good Standing status; OR (2) a copy of a Certificate of Good Standing from DAT. Instructions on how to obtain a Certificate of Good Standing are available on [DAT's website](#).
- Consistent with the intent to develop capacity for ongoing efforts, applicants should identify a staff person who will be responsible for overseeing the continuation of the activities outlined in this grant announcement after the end of the award's period of performance.
- Project Site Location(s): The names, addresses, community/communities served, and gross square footage of each building and the requested project type.
- Project Energy Impact: Each project must include calculations demonstrating the amount of energy the project is expected to save annually. This amount shall be provided as kilowatt-hours for electricity, therms for natural gas, and gallons for heating oil.
- Budget: Each application must include a simple budget outlining how the requested funds will be used. Applicants are encouraged, but not required, to use [MEA Electrifying Community Buildings Program Budget template](#).
- Leveraged Funding: to be eligible, applicants must leverage funds from federal, state, local, or private sources. MEA will only reimburse for up to 50% of the total project cost (exclusive of project management and oversight costs).

COMPETITIVE APPLICATION CRITERIA

Award selection will prioritize those applicants that can show the greatest energy use intensity reduction and greenhouse gas savings per dollar spent per project.

REVIEW PROCESS:

Applications will be reviewed by a team of individuals from MEA. Applications will be reviewed using the evaluation criteria and priority factors outlined in this FOA.

Evaluation Criteria:

All Applicant's projects will be evaluated individually based on the following criteria. The highest scoring proposals will be awarded, subject to the program's funding availability.

Criteria	Evaluation Type	Requirement/Criteria	Points	Weight
Administrative	Minimum	Application submitted by the applicant and signed by an officer with sufficient authority	N/A	
Administrative	Minimum	Applicant provided W-9 and proof of Good Standing with the State of Maryland.	N/A	
Administrative	Minimum	Staff person identified for ongoing oversight	N/A	
Budget	Minimum	The application provides a simple budget outlining how the requested funds will be use	N/A	
Project Site Locations	Minimum	Applicant's proposal includes the names, addresses, community/communities served, and gross square footage of each building. Applicant's proposal delivers a detailed description of the building components or systems to be improved by the proposed project(s) and makes a strong, detailed, and well-supported case for the quantifiable and qualitative benefits that the project provides to the building. The proposal must explicitly detail why it is a good investment of State funding and articulate the outcomes the State can expect for its investment.	N/A	
Project Energy Impact	Minimum	The proposal includes calculations demonstrating the amount of energy the project is expected to save and fossil fuel displaced annually (provided as kilowatt-hours for electricity, therms for natural gas, and gallons for heating oil).	N/A	
Project GHG Reduction Investment	Competitive	Each project will be evaluated based on the MEA dollar award per metric ton of carbon dioxide reduction equivalent.	\$MEA/MT CO2e reduction	65%

Justification of Funds	Competitive	The proposal includes a justification of how funds will be used to advance or expand activities where electrification projects are prioritized.	0-1	5%
Efficient Electrification Projects	Competitive	Projects that support the efficient electrification of building components or systems	0-1	5%
Justification of Community Benefit	Competitive	The proposal provides a description of the community served and a justification for the benefit to the broader community served through the building community	0-1	5%
Equity Focus	Competitive	Assessment of project's impact on overburdened or disadvantaged communities, with priority given to projects in such areas.	0-1	20%

ELECTRONIC PAYMENTS:

Participation in MEA grant programs is voluntary. If selected for award and to ensure the secure transmission of grant funds, grantee recipients of MEA funding are generally required to receive electronic payments from the State of Maryland. Electronic payments are set up through the State of Maryland's Comptroller's Office. A successful grantee must fill out and submit the "ACH/Direct Deposit Authorization for Vendor Payments Form X-10" to the Comptroller's Office via the submission methods outlined on the X-10 form. ACH/Direct Deposit Authorization for Vendor Payment Form X-10 should not be sent to MEA.

Failure to submit ACH/Direct Deposit Authorization Form X-10 may result in award reimbursement being delayed.

If an applicant is unable to receive ACH/Direct Deposit payments, MEA may provide an exception to this requirement on a case-by-case basis, at the sole discretion of MEA.

PARTIAL AWARDS:

Partial awards may be considered under this program, depending on the number of complete proposals received and associated total grant funds requested. Full grant awards will be made for approved projects, based on rankings of applications, in descending order from highest to lowest, until grant funds are exhausted. If sufficient grant funds are not available to fully fund a project, the applicant will be given an option to accept partial funding, based on the ability to complete the project with partial grant funding. If the applicant declines, MEA will offer partial grant funding under this same structure to the next qualified applicant until all funding has been expended or all remaining projects have rejected the offer.

GRANT PROGRAM SPECIFIC PROVISIONS:

Projects that include fossil-fuel or other combustion technologies that produce GHG emissions are not eligible for funding.

- Specific examples of projects that would not be eligible for funding under the Program include:
 - Efforts that expand the use of fossil fuel or natural gas technologies, except where meeting one of the exemptions or those efforts are technically infeasible;
 - Expansion of infrastructure that results in an expansion of fossil fuel delivery volume;
 - New installations of fossil fuel or natural gas fired technologies;
 - Projects that result in significant life extension of fossil fuel fired systems, beyond basic health and safety repairs or efforts that enhance efficiency but do not extend the gas system/or fossil fueled fired equipment life. Note: Limited exceptions may be considered where there is no other technically feasible technology or where a source can be demonstrated to be zero emission. Any applications for projects involving fossil fuel should provide evidence that a technical analysis of why electrified or other zero emission alternatives cannot be implemented, this analysis should not be on the basis of operating or capital costs alone.
- While basic health and safety repairs or efforts that enhance efficiency but do not extend the gas system/or fossil fueled fired equipment life are allowable, projects must be part of a project that includes other energy efficiency improvements that reduce or eliminate fossil fuel use.

Exemptions: All exemption requests should be provided be in writing and include a thorough technical analysis of why electrification and other zero-emission technologies cannot be applied from a technical perspective and consider the following:

- Currently available commercialized technologies,
- Ability of locationally specific existing utility infrastructure to support non-fossil fuel applications,
- Thorough evaluation of alternatives,
- Mitigation efforts to offset the greenhouse gas emissions of fossil fuel use,
- A description of any efforts to make infrastructure ready for future technologies, such as green hydrogen, or phase out fossil fueled technology in the future, and
- Statutorily directed activities.

Operating and capital costs alone will not be considered justification for any exemption and exemptions will not be approved purely on cost saving opportunities alone.

GRANT PROGRAM GENERAL PROVISIONS:

MEA grant programs, including pilot programs, are covered by general requirements (“General Provisions”) that will be made part of the grant agreement between MEA and a grantee. The General Provisions are available for review on [MEA’s website](#). These General Provisions, Version 3.0, are incorporated into all MEA FY25 Grant Agreements. In addition to the General Provisions, the following funding qualifications apply to the program:

- Funds must be used for physical construction activities, the purchase of materials, or equipment, as described in the application scope.

- Funds must be used for additional capacity and may not be used to supplant existing activities, including staffing, systems, and other efforts already implemented or contracted for previously. In the review of grant activities for a grant awardee, MEA may request documentation to demonstrate that activities are unique and distinct from an applicant's baseline activities.
- Funding may not be used for activities already completed but may be used to supplement or expand on those activities.
- MEA grant funds cannot be used to offset costs that were incurred prior to the execution of a grant agreement by MEA.

SUBMISSION INSTRUCTIONS:

Once complete, application packages should be submitted to MEA via the online electronic application at <https://form.jotform.com/243444372652154>. **All documents must be submitted no later than 3:00 P.M. EST on Friday, March 14, 2025.** MEA will not accept any application packages after this deadline under any circumstances, and all documents received by the deadline will constitute the entire submission. If electronic submission is not possible, an applicant should contact MEA via email at building.decarbonization@Maryland.gov or by calling Program Manager Joanna Freeman at 443-602-2171 no fewer than fourteen (14) days prior to the deadline to arrange an alternative method of submission.

CONTACT INFORMATION:

For more information or assistance, please visit the [FY25 Electrifying Community Buildings webpage](#) or contact:

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