



# Funding Opportunity Announcement (FOA) for the State of Maryland’s Federal Energy Efficiency and Conservation Block Grants

**Rev. 1**

## Energy Efficiency and Conservation Block Grant FY2025 Program

### Section 1: Program Information

#### Description

The Maryland Energy Administration (MEA) is administering the fiscal year 2025 (FY25) Energy Efficiency and Conservation Block Grant (EECBG) Program in Maryland using formulaic funding provided to Maryland by the U.S. Department of Energy (DOE). Following guidelines prescribed by DOE, the MEA EECBG Program invites applications from eligible local government entities for eligible activities described in this FOA. The goal of MEA’s EECBG program is to help communities transition to a low-carbon, climate-resilient economy through planning activities for future projects that can help provide comprehensive community approaches to addressing the State’s clean energy and climate goals, while improving community health, well-being, economic development, environmental justice, and equitable access to clean energy.

#### Type of Grant Program

Federally-funded competitive program, with regional allocations

#### Application Timeline

Event	Date
Funding Opportunity Announced	January 22nd, 2025
Applications Due	<del>April 30th, 2025</del> <b>May 23rd, 2025</b>
Grant Agreements signed	Summer 2025
Projects Completed	December 2nd, 2026

## **Funding**

MEA anticipates awarding a total of up to \$1,462,617 for all proposals. The actual amount available may vary, depending on the quantity and quality of applications received. MEA anticipates that awards will range between **\$100,000-\$350,000**; however, larger awards are possible for exceptional proposals. Matching is not required.

## **Grant Period**

MEA anticipates a grant project completion deadline of on or around December 2, 2026. 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 granted by and at the sole discretion of MEA. Please note that possible grant extensions are also dependent on the term of MEA's EECBG grant from DOE.

# **Section 2: Eligibility**

## **Eligible Applicants**

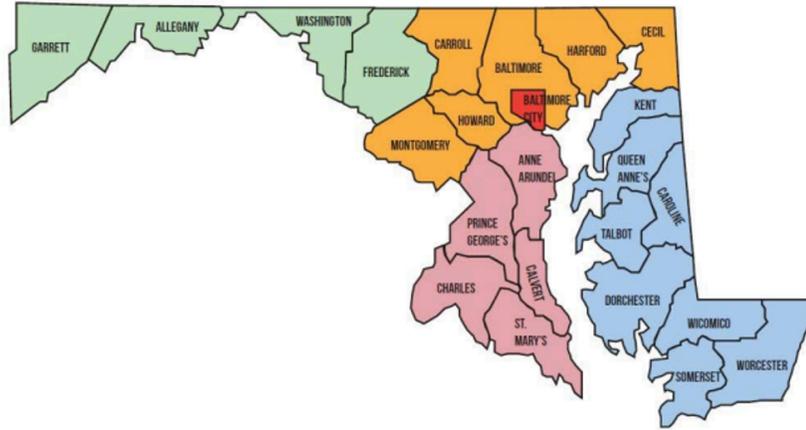
Any incorporated city, town, or county in Maryland that was not eligible to receive EECBG funding directly from DOE under the Infrastructure Investment and Jobs Act of 2021. Counties and municipalities that received or were eligible to receive direct funding from DOE<sup>1</sup> are ineligible for this funding opportunity.

## **Regional Allocations**

To ensure equitable access to MEA EECBG funding, regional allocations have been established based on the population of the counties in each region after excluding the population of the counties (or county equivalents) receiving a direct formula allocation from DOE under the federal EECBG program. In the event there are not sufficient eligible applications from a particular region, MEA may redistribute the funds to other areas of the state with a particular emphasis on supporting overburdened, underserved, or disadvantaged communities.

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<sup>1</sup> Baltimore City, and the following Maryland counties received a direct EECBG allocation from DOE: Anne Arundel, Baltimore, Carroll, Charles, Frederick, Harford, Howard, Montgomery, Prince George's, and St. Mary's. See <https://energy.maryland.gov/SiteAssets/Pages/EnergyEfficiencyandConservationBlockGrants/EECBG%20Formulaic%20Allocations.pdf>



Region	Counties within Region	% of Population (after deducting EECBG direct recipients)	Regional allocation
Central	Montgomery, Carroll, Howard, Baltimore, Harford, Cecil	14.4%	\$210,230.00
Eastern	Kent, Queen Anne's, Talbot, Caroline, Dorchester, Wicomico, Somerset, Worcester	44.5%	\$650,210.00
Southern	Charles, Prince George's, Anne Arundel, Calvert, St. Mary's	12.9%	\$188,457.00
Western	Garrett, Allegany, Washington, Frederick	28.3%	\$413,720.00

### Eligible Activities

Proposals may include energy efficiency planning and strategy development, energy focused decarbonization strategy development, **energy audits and feasibility studies**, and the expansion or revisions of existing energy plans and strategies. Decarbonization strategy development may include planning that considers future renewable energy or electrification deployment, and other activities that align with the evaluation criteria specified in this FOA. See the DOE's Planning Blueprint and How-To guide listed on MEA's EECBG website [here](#) for assistance with creating a plan. Stacking with compatible federal, state, and local incentives is encouraged. Overlapping funding for the same expenses ("double-dipping") is not permitted.

### Ineligible Activities

The following activities are deemed ineligible for funding under this FOA:

- Proposals for new construction, retrofit or capital projects

- Projects that are strictly research and development without a direct application to energy conservation, efficiency improvements, or renewable energy generation within the grant period.
- Initiatives that have been completed prior to the grant award announcement.

MEA reserves the right to review and approve each proposal on a case-by-case basis to determine eligibility.

It is important for potential applicants to carefully review the FOA and ensure that their proposed projects align with the goals and objectives of the EECBG Program, and that they meet all the eligibility requirements and guidelines. Failing to do so may result in the proposal being rejected or not considered for an award.

Any project that is inconsistent with the terms of the EECBG Assistance Agreement or the Special Terms and Conditions provided by DOE to MEA for Maryland’s EECBG Program will not be eligible for an award under the Program.

Only complete applications that were submitted on time will be considered.

## Section 3: Application and Review Process

### Application Format and Submission

Applications must be submitted using the [EECBG Grant Program application form](#) (PDF version available on the [MEA EECBG website](#)). This form includes:

- The name and address of the entity submitting the Application;
- A designated point of contact for the Application, along with contact information;
- The date of submission;
- Project narrative and value proposition;
- Benefits to disadvantaged communities;
- Assurance of Longevity;
- Alignment with state initiatives and applicant’s current goals and plans in place;
- Collaboration and project partners (if applicable); and
- Supplemental documents
  - Detailed project budget, by line item, including the overall requested funding amount
  - W9
  - Written authorization from the applicant’s governing body

MEA may request an expanded version of an Application, or additional information and documentation. A request for additional information may include a follow-up meeting with the applicant.

An applicant may NOT disclose any sensitive or otherwise confidential information to MEA in the EECBG Applications without prior approval. If sensitive or confidential information must be provided to

MEA, the Applicant shall first contact MEA to determine the most secure way to transmit this information.

**Notice**

All information submitted in a EECBG Program application is subject to the Maryland Public Information Act (PIA). If the submitter of the Application believes information in the Application is confidential and therefore should not be disclosed, the submitter shall clearly mark this information and identify it by page and section or line number. Upon request for information from a third party, MEA is required to make an independent determination whether the information must be disclosed under the PIA. Designating information as confidential does not guarantee that it will be withheld from disclosure.

**Competitive Evaluation Criteria**

All projects must meet the Eligibility Criteria discussed in Section 2 of this FOA to be considered for an award. Upon meeting these criteria, each eligible project will be evaluated using the Evaluation Criteria below. The highest scoring proposals will be considered for awards, subject to the Program’s funding availability. Up to 17 total points are possible, and ranges of possible points for each Evaluation Criterion are provided in the third column of the table below.

Criterion	Description	Points
<b>Value Proposition</b>	Applicant’s proposal delivers a detailed description of the proposed project and its components, and makes a strong, detailed, and well-supported case for the quantifiable and qualitative benefits that the project provides to the community and the general public. The proposal must explicitly detail why it is a good investment of EECBG funding and articulate the outcomes the State can expect for the investment.	0 – 4
<b>Equity</b>	The proposed project provides substantial planning and consideration for Maryland communities that have historically and disproportionately been impacted by socioeconomic, environmental, income, racial, and other current or historic inequities, disasters, and challenges. Preference will be given to a project that directly engages and supports one or more communities identified as overburdened or underserved, as defined in Maryland statute. <sup>2</sup> A list of census tracts of these communities can be found <a href="#">here</a> . Examples include meaningful community engagement throughout the planning and implementation process, planning clean energy projects on brownfield sites, improving accessibility to clean energy programs, metrics to measure equity outcomes, etc.	0 – 4

<sup>2</sup> Md. Code Ann., Env’t. Art. § 1-701, available at <https://mgaleg.maryland.gov/mgawebsite/Laws/StatuteText?article=gen&section=1-701&enactments=false>

<b>Longevity and Continuity</b>	The proposed project has clear strategies for how it will be maintained or expanded over time, beyond the funding period. Establishes that avenues for future funding were considered or planned out. Applications will be prioritized for applicants that demonstrate a plan to ensure long-term sustainability.	0-3
<b>Alignment with existing policies</b>	The proposed project demonstrates alignment with existing state policies including, but not limited to, <a href="#">Building Energy Performance Standards</a> (BEPS), <a href="#">Maryland's Climate Pollution Reduction Plan</a> , <a href="#">Maryland's Renewable Portfolio Standard</a> , etc.	0-3
<b>Collaboration</b>	The proposed project involves partnership and collaboration with other organizations, agencies, or stakeholders to leverage resources, expertise, and increase project impact. Collaboration can include knowledge and data sharing, joint planning, capacity building, etc.	0-3

## Review Process

Each application package will be evaluated competitively by an Evaluation Team composed of MEA staff with relevant experience. This evaluation includes three (3) review steps that are detailed on the following page.

1. Program Manager Eligibility Review: The MEA EECBG Award Program Manager reviews the application for eligibility according to the Eligibility Criteria listed in Section 2. An application that does not meet the Eligibility Criteria will be rejected from funding consideration and the applicant will be notified.
2. Evaluation Team Member Individual Review: Each member of the Evaluation Team reviews and scores the application according to the Evaluation Criteria established in this FOA.
3. Evaluation Team Group Review and Award Recommendation: The Evaluation Team convenes for a group review of their findings, scores for each eligible application, and finalizes the evaluation team's recommendations for award.

## Partial awards

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

## Section 4: Additional Requirements and Provisions

### Electronic Payments

Participation in MEA grant programs is voluntary. If selected, 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. If electronic payments are not already set up for an organization, a 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 [GAD 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.

**W-9 Form:** Applicants are required to submit a U.S. Internal Revenue Service W-9 form with an application. The name on the W-9 form must match the organization name as it should appear if selected for a grant award. The mailing address on the W-9 should match the business address for the organization, where bills and other financial correspondence would be directed.

### General Provisions

The conditions of MEA Grant Agreement General Provisions as applicable, available on [MEA's website](#)<sup>3</sup>, and the Energy Efficiency and Conservation Block Grant (EECBG) Special Terms and Conditions, apply to awards under this Program. In the event of a conflict between MEA standard provisions and federal terms and conditions, the federal terms and conditions control. If an applicant has any questions about the applicability of an MEA General Provision or federal term or condition, please contact the Program Manager.

### Federal Provisions

The FY25 EECBG Program is federally-funded from the U.S. DOE State Energy Program. Participation in the Program requires compliance with certain federal requirements. Each grantee that is awarded a grant by this Program will be required to comply with these requirements, which will be incorporated into and made part of the grant agreement. Information about these federal requirements is available on the [MEA EECBG website](#).

### Other Program Provisions:

In addition to the General Provisions, the following funding qualifications apply to this program:

- MEA may negotiate additional requirements into awards to increase public benefit. Such additional requirements may include cost reductions, return on investment, alignment with

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<sup>3</sup> <https://energy.maryland.gov/Pages/all-incentives.aspx>

state or federally adopted/proposed social costs of carbon, financial or in-kind cost share, use of funded facilities for public engagement and education, local product content, minority business participation, or other requirements consistent with agency mission, state goals, and statute.

- MEA at its discretion may fund some, all, or no Applications received through an EECBG FOA in a given fiscal year. Additionally, MEA may decide not to fund an Application that appears to have merit under the evaluation criteria review.
- Based on the evaluation criteria and funding availability, MEA may consider funding a component or subset of the activity proposed.
- Any funding awarded under this program is done so solely at MEA's discretion.
- MEA will not reimburse any grantee for costs incurred prior to the execution of the grant agreement.
- Projects that include fossil-fuel or other combustion technologies that produce greenhouse gas emissions are typically not eligible for funding.
- Any update (e.g., extension of a deadline) or clarification about the Grant Program and any corrections to inadvertent errors in the Program information will be available on the Program webpage. In addition, MEA will communicate clarifications and updates made directly to applicants or grantees, as applicable, by letter and/or e-mail. The final grant amount is subject to funding availability for the Program and any relevant statutory requirements applicable at that time.

**Questions can be directed to:**

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