



FY25 Application

For more information please visit: <https://energy.maryland.gov/Pages/HigherEducationCleanEnergy.aspx>

Higher Education Clean Energy Grant Pilot Program

FY2025 Application

Section 1: Applicant Information

Please provide the following information about the applicant.

Campus Name *

Must exactly match the IRS Form W9

Campus Address *

Street Address

Street Address Line 2

City

State

Postal / Zip Code

Campus Application Point of Contact

Individual MEA can contact regarding this application. Must be employed by the Applicant or an authorized agent.

Campus Applicant's Point of Contact's Name *

First Name Last Name

Campus Applicant's Point of Contact's Title *

Campus Applicant's Point of Contact's Phone Number *

Please enter a valid phone number.

Campus Applicant's Point of Contact's Email *

example@example.com

Name of Campus Application Authorized Representative

Individual holding signatory authority to sign this application form and enter the Applicant into a Grant Agreement with MEA, if awarded (e.g. President, Provost, Chief Sustainability Officer, Chief Financial Officer, etc.).

Campus Authorized Representative's Name *

First Name Last Name

Campus Authorized Representative's Title *

Campus Authorized Representative's Phone Number *

Please enter a valid phone number.

Campus Authorized Representative's Email *

example@example.com

Section 2: Project Information

Project Category (select all that apply): *

- Solar Panel Installation & Campus Clean Energy Master Plan
- Category 1: Clean Energy Sector Training
- Optional Student Internship Bonus

Project Site Name *

Name of the place where the solar panels will be installed.

Provide an Executive Summary, i.e. a brief overview, of the scope of work of the proposed project. *

(350 words or fewer)0/350

Describe the project site(s). Please describe the location and primary land use of the project on Campus. *

(250 words or fewer)0/250

Solar Panel Installation & Campus Clean Energy Master Plan (CCEMP)

The following information is required for review of your application. An application that meets all minimum requirements will score higher than 7 points. Highly competitive applications will score higher than 15 points.

Identification of campus staff who will be responsible for overseeing the continuation of the activities outlined: *

Required Application Criteria

Please select one of the following Solar Panel Ownership types: *

Campus Ownership

Third-Party Ownership (e.g. PPA) *requires net metering*

Please select one of the following Solar Panel Installation configurations: *

Roof Mounted

Ground Mounted

Canopy Solar

Solar Generation Design Size (kW DC) *

This value can be an estimated or an anticipated value.

Explain how the Campus Clean Energy Master Plan will identify targets and strategies for GHG reduction and will complement existing campus facilities, utilities, sustainability and/or climate action plans: *

(500 words or fewer)0/500

Describe how the CCEMP will identify specific and actionable opportunities for renewable energy generation and energy efficiency to reduce the campus' carbon footprint: *

(250 words or fewer)0/250

Will your project utilize the student internship bonus to complete the CCEMP? *

Yes

No

Competitive Application Criteria

Are you pursuing an award for Clean Energy Sector Training Programing (Optional)? *

Yes

No

Clean Energy Sector Training Programing

Applications meeting minimum requirements will receive a score of 3, while highly competitive applications will receive a score of 5 or higher.

Brief narrative description outlining the development of courses and programs to train students in the clean energy sector, including creating major, minor, or certificate programs. Maximum of 4 points available, 1 point for each novel course or program developed. *

(750 words or fewer)0/750

Brief narrative description of plan to implement the developed educational programs and ensure their sustainability. *

(250 words or fewer)0/250

Brief narrative description with a justification of how funds will be used to advance or expand activities consistent with the Scope of Work: *

(250 words or fewer)0/250

Will your project utilize the student internship bonus option to complete the Clean Energy Sector Training Program? *

Yes

No

Please provide a brief narrative of how the student internship bonus will be used to enhance the scope of this project. *

Section 3: Financial Information

Please enter the total funding amount request for the Solar Panel Installation *

Please enter the total funding amount request for the Campus Clean Energy Master Plan: *

Please enter the total funding amount request for Clean Energy Sector Training: *

Please enter the total funding amount request for Student Internship Bonus *

Maximum \$5,000 per Applicant.

Please enter estimated amount the total additional incentives: *

Please enter the total project's cost: *

Please enter the project's total cost before considering rebates and incentives.

Section 4: Required Supporting Documents Checklist

The following supporting documents must be provided with this application form at the time of submission to constitute a complete application package. Failure to provide any of the required documents will result in rejection from funding consideration. An Applicant whose application package is rejected for this reason may reapply when all required documents are obtained. Please indicate that each document has been included by checking the box beside it.

General Program Documents *

- Complete application form (this form), signed by an Applicant authorized representative
- Complete, current, and accurate IRS Form W9 for the Applicant
- Project proposal conforming to the requirements as explained in the FOA

Solar Documents *

- If a PPA is contemplated, a copy of a signed contract or Letter of Intent (LOI) between the Site Owner and System Owner.
- Any additional supporting documentation related to the competitive application criteria.

Section 5: Electronic Communications

Electronic communication provides the fastest and most efficient method of interacting with MEA; therefore, MEA encourages the use of electronic communication for all matters relating to this grant program. Unless the applicant opts out as indicated below, MEA will require the electronic submission and receipt of all documents (including but not limited to the application, the grant agreement, reports, and invoices).

The contact information MEA should use to communicate with the Applicant electronically is: Email via schools.MEA@Maryland.gov.

The Applicant agrees to use electronic communication for all purposes relating to this grant program:

- Applicant AGREES to use electronic communication for all purposes relating to this grant program
- Applicant DOES NOT agree to communicate electronically with MEA

Section 6: Attestations, Acknowledgements, Certifications, and Signature

Carefully read the list of attestations, acknowledgements, and certifications below prior to signing this application form. The application may be rejected from consideration if any of the following are found to be untrue during the course of the evaluation of the application package.

Attestations, Acknowledgements, and Certifications

By signing this application, I certify that the information provided on this application form and in each of the attached supporting documents required by the FOA is complete, accurate, and true, to the best of my knowledge and belief. I certify that I am authorized to sign this application and submit the application package on behalf of the Applicant, and I agree to the attestations, acknowledgements, and certifications listed below on behalf of the Applicant:

1. I affirm to the best of my knowledge, information, and belief that the entire contents of this application package meet all requirements of the FY25 Higher Education Clean Energy Grant Pilot Program.
2. I understand and acknowledge that MEA accepts application packages and awards FY25 Higher Education Clean Energy Grant Pilot Program awards on a competitive basis, and that application packages are due to MEA no later than **3:00 P.M. EST, Wednesday, October 30, 2024**.
3. I affirm that the project for which the grant funds have been requested, if ultimately installed, will be located on (a) facility (facilities) within the State of Maryland.
4. I understand and acknowledge that the use of any funds awarded under this grant program for projects designed to benefit one or more person(s) outside of the State of Maryland is strictly prohibited.
5. I understand that submission of this application package does not obligate MEA to award a grant under the grant program.
6. I affirm that any feasibility analysis and planning funds awarded under this grant program will not be used for any equipment or installation costs. I acknowledge that funds are only permitted for feasibility analysis and preconstruction activities as specified by the FOA.
7. I understand that grant funds cannot be used to offset costs that are incurred by the Applicant or any contractor(s) or developer(s) prior to the execution of a Grant Agreement or Commitment Letter between the Applicant and MEA.
8. I understand and acknowledge that MEA reserves the right to determine the final award amount for each grant issued under the grant program, and that the amount of funds that have been requested in this application are not guaranteed.
9. I understand and acknowledge that MEA or its representative(s) may use photos and video footage of the Applicant's facility (facilities), or the facility (facilities) under analysis if not owned by the Applicant subject to written agreement with MEA by the facility (facilities) owner, and data presented in the Applicant's reports for marketing, publicity, and advertising purposes. MEA and its representatives, subject to the requirements of the Maryland Public Information Act, and other applicable laws, will not divulge any confidential information or trade secrets.
10. I understand and acknowledge that if the Applicant is selected for a grant award, the Applicant must provide MEA with a complete, current, and accurate IRS Form W9. All information about the Applicant provided on this application form must exactly match the information as it appears on the Applicant's IRS Form W9.
11. I, the Authorized Representative for the Applicant, certify that: (1) the Federal Tax Identification Number or Employer Identification Number provided on this application form is the correct Federal Tax Identification Number or Employer Identification Number for the Applicant, or the Applicant is waiting for a number to be issued to them; and (2) the Applicant is not subject to backup withholding because:
 1. the Applicant is exempt from backup withholding; or
 2. the Applicant has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends; or
 3. the IRS has notified the Applicant that it is no longer subject to backup withholding; and I am a U.S. citizen or other U.S. person (as defined in IRS Form W9).
12. I understand and acknowledge that any Grant award received through this program is taxable as

income. Therefore, if a Grant award is provided to the Applicant for this project, the State of Maryland will send a 1099-G form, which the applicant must report as income on its federal and state tax returns. For more information, an Applicant should contact a qualified tax professional.

13. I understand and acknowledge that if a Grant award is provided for this project, MEA Representatives and MEA agents must have reasonable access to the relevant facility or facilities to conduct site inspections and measurement and verification activities, and to take photos or videos of the project, as deemed appropriate by MEA in consultation with the Grantee. If the relevant facility or facilities is (are) owned by (a) third party (parties), a written agreement between the Applicant and the facility (facilities) owner(s) is (are) required.
14. I understand and acknowledge that the FY25 Higher Education Clean Energy Grant Pilot Program's terms and conditions are subject to change at the discretion of MEA.
15. I understand and acknowledge that if MEA awards a grant to the Applicant, any grant award payment will be contingent upon the successful MEA review and approval of the Grantee's submissions, including but not limited to: progress reports and requests for reimbursement, including supporting documentation, etc.
16. I understand and acknowledge that the FY25 Higher Education Clean Energy Grant Pilot Program funding is limited as outlined in the FY25 Higher Education Clean Energy Grant Pilot Program FOA.
17. I understand and acknowledge that 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. 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.

The Authorized Representative for the Applicant must sign and date the section below to constitute a complete application form. Unsigned Application forms will result in the entire application package being rejected from MEA consideration. Applicants whose application packages are rejected for this reason are free to reapply.

{campusAuthorized}, {campusAuthorized61}