



Funding Opportunity Announcement (“FOA”) FY25 Resilient Maryland Program Area of Interest 3: Resiliency Hubs

****A glossary of defined terms used in this FOA can be found in Appendix 1.****

NOTE: FOA application deadline extended to December 2, 2024.

**Area of Interest
Description:**

The Maryland Energy Administration (“MEA”) Resilient Maryland Program (“the Program”), Area of Interest 3 (“AOI 3”): Resiliency Hubs provides funding to Maryland communities, businesses, critical infrastructure, and other organizations to help pay the costs of constructing combination solar photovoltaic (“PV”) and battery energy storage (“BESS”) systems at easily-accessible buildings and locations to serve their communities as resiliency hubs. A “resiliency hub,” which is more thoroughly defined in Appendix 1: Glossary to this FOA, is a location in a community, such as a community center, school, library, faith-based institution, or similar location, that residents can access during power-disruptive events like severe weather, cyberattacks, and other detrimental situations, where they can receive power for personal electronic devices, portable medical equipment, and other items, until the power-disruptive event has concluded. MEA **strongly prefers** Resilient Maryland, AOI 3 projects that have first conducted preconstruction analysis funded through the Resilient Maryland Program, Area of Interest 1: Preconstruction Planning, or through an earlier offering of the Resilient Maryland Program, and these projects will receive a higher score than projects that have not.

**Type of Grant Program
AOI:**

Statewide Competitive

Application Deadline:

UPDATE: 3:00 P.M. ET, Monday, December 2, 2024
~~3:00 P.M. ET, Monday, November 15, 2024~~

**Anticipated AOI
Budget:**

MEA anticipates an initial funding amount of **\$5,500,000** from the [Strategic Energy Investment Fund](#)¹ for grants under this AOI. The total amount awarded may be more or less, depending on the quantity and quality of applications received. **Note: \$5,000,000 of this funding is geographically-restricted** to Maryland's low-to-moderate income, overburdened, and underserved communities². Applicants are **strongly encouraged** to use the Maryland Department of the Environment's [Energy Justice \(EJ\) Screening Tool](#)³ to ensure that projects fall within eligible census tracts. Visit [MEA's Census Tracts and Renewable Portfolio Standard \(RPS\) Alternative Compliance Payments webpage](#)⁴ to learn more and understand what census tracts qualify.

Award Amount:

Individual grants will be up to **\$3,000 per kilowatt of direct current ("kW_{DC}") new solar PV capacity, subject to the following requirements:**

Each grant amount will be based on the capacity of solar PV capacity, rated in terms kW_{DC} that is necessary to provide the energy needed to satisfy the required resiliency hub loads for the required period of time. Additional solar PV or BESS capacity may be added to the minimum capacity needed to power the required resiliency hub loads, but the grant amount will only help offset the cost of the new solar PV capacity needed for the required resiliency hub loads. MEA will not provide funds for any existing solar PV or BESS capacity that has been previously installed at the project site.

Eligible Applicants:

Maryland businesses, nonprofits, local governments, public universities, community colleges, public schools, qualifying sole proprietorships*, and other organizations that are registered to do business in Maryland and are in good standing.

¹ [https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-\(SEIF\)-.aspx](https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-(SEIF)-.aspx)

² "Overburdened" and "underserved" are defined as they appear in §1-701 of the Environment Article, Annotated Code of Maryland.

³ <https://mdewin64.mde.state.md.us/EJ/>

⁴ <https://energy.maryland.gov/Pages/CensusTractsRPS.aspx>

*For the purposes of the Resilient Maryland Program, a “qualifying sole proprietorship” means a sole proprietorship that is current in filing of the IRS Form Schedule F and filing its Nutrient Management Plan with the Maryland Department of Agriculture. MEA may ask for copies of these documents for eligibility verification.

Note 1: Individual residents are not eligible for this Program.

Note 2: MEA **strongly prefers** AOI 3 projects that have first completed MEA-funded preconstruction analysis on the project through a prior-awarded Resilient Maryland, Area of Interest 1: Preconstruction Planning grant. While this is not required, an application for a project that has gone through Resilient Maryland, AOI 1 (or an earlier version of Resilient Maryland-funded preconstruction analysis) will receive a higher score (two (2) bonus points) than a project that has not.

Note 3: A project may be owned either by the project site owner, or a third party that installs and operates the project for the benefit of the project site owner (e.g., under a power purchase agreement, lease, etc.). Both the site owner and the system owner must be applicants and, if awarded a grant, sign the grant agreement. Except for government applicants, MEA will provide grant funding directly to the grantee that is identified to receive funding on the application form. If a grantee is a state agency or a unit of local government MEA will provide funding directly to the state agency or unit of local government.

Eligible Activities:

MEA provides funding to help pay the costs for conducting detailed design, installation, and operation of a Resiliency Hub for a period of at least five (5) years. **Specifically, grant funds can be used to help offset some of the costs of the solar PV system, the BESS, new switchboards, meters, microgrid and battery control equipment, as well as costs of rewiring the building to accommodate the resiliency hub.**

Minimum Eligibility Requirements:

Each of the following requirements must be met **in order for an application to be evaluated** under AOI 3. Complete applications will be evaluated as set forth in the “Evaluation Criteria” section of this FOA.

1. **Authority to Operate in Maryland:** The applicant must be legally authorized to do business in the State of Maryland, and must have an established Employer Identification Number (EIN, sometimes referred to as a “taxpayer identification number,” or “TIN”) at the time they apply to the Resilient Maryland Program.
2. **Location:** The project site(s) where the solar and battery energy storage system will be located, as well as the location of the resiliency hub loads that the system serves, must be located within the State of Maryland.
3. **Expectations of a Resiliency Hub:** The proposed project must meet the requirements of **Appendix 4: Expectations of a Resiliency Hub** of this FOA. Please see Appendix 4 for information.
4. **Project Planning Committee:** The Resilient Maryland, AOI 3 project must include the formulation of a Project Planning Committee composed of community, governmental, utility, and other relevant stakeholders key to the project’s success. The applicant must demonstrate that they attempted to engage the local electric utility, even if the electric utility declined to participate. No exceptions.
5. **Applicant Good Standing:** The applicant must be in Good Standing with the [Maryland Department of Assessments and Taxation \(DAT\)](https://dat.maryland.gov/pages/default.aspx)⁵. 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

⁵ <https://dat.maryland.gov/pages/default.aspx>

[Business Entity Search](#)⁶ 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](#)⁷.

6. **Third Party Good Standing:** Any contractor, developer, vendor, or other third-party organization that the applicant enters into a contract with to complete the resiliency hub project (“Contractor”) must be in Good Standing with DAT. The applicant must provide evidence of each Contractor’s Good Standing, in accordance with the acceptable documentation defined in item “5: Applicant Good Standing” in this section. **Note:** Selection of a Contractor is not required at the time of application. Please only submit documentation of third-party Good Standing with the application if the Contractor has already been formally selected and a contract has been executed. *For grantees only:* Each grantee awarded a grant must submit documentation of third-party Good Standing when a contract is executed with the Contractor.
7. **Prior Expenses Restrictions:** Resilient Maryland Program, AOI 1 funds **cannot** be used for project costs that are incurred prior to the execution of a grant agreement with MEA.
8. **Prior Recipients Restriction:** If an applicant has previously participated in the Resilient Maryland Program and received capital support funds for the project, the applicant cannot receive an FY25 Resilient Maryland Program, AOI 3 award for the same project.
9. **Technology Restrictions:** Resilient Maryland Program, AOI 3 funds are limited to design, installation, commissioning, and interconnection costs for the solar PV and battery energy storage system. Any project funded by a grant from the

⁶ <https://egov.maryland.gov/businessexpress/entitysearch>

⁷ <https://dat.maryland.gov/businesses/Pages/Internet-Certificate-of-Status.aspx>

Resilient Maryland Program, AOI 3, must adhere to the requirements of Appendix 2: MEA Fossil Fuel Policy, of this FOA.

10. Maryland Historic Trust: A Maryland Historic Trust review must be completed on the project prior to the disbursement of any grant funds, and that review must determine that there is not an “adverse impact” to the project site or historical district resulting from the installation of the project. MEA cannot pay grant funds to a project that results in an “adverse impact” to the project site or historical district.

11. Technical and National Testing Requirements: The solar PV system must meet minimum system requirements as specified in the Institute of Electrical and Electronics Engineers (“IEEE”) standard 1547 and the National Electric Code (“NEC”). Further, each solar PV system and battery energy storage system included in the project must have all components listed or labeled by a recognized national testing laboratory.

12. NABCEP Certification Requirement: At least one (1) North American Board of Certified Energy Practitioners (NABCEP) PV Installation Professional or PV Design Specialist must be employed and involved in the electrical and mechanical design of the solar PV and battery energy storage system.

13. Ability to Enter into a Grant Agreement: Each applicant awarded a grant under the Resilient Maryland Program must enter into a formal grant agreement with MEA, before receiving any grant funds.

14. Completion Deadline: Any project funded under the FY25 Resilient Maryland Program, AOI 3 must complete the project by no later than **December 31, 2028**. This assumes a grant agreement execution date of no later than June 15, 2025.

15. Public Facilities: When a municipal or county

government, or state agency, is applying to the Resilient Maryland Program, the government entity will be required to attest to its compliance with §§14-416 and 17-303 of the State Finance and Procurement Article (as applicable) and, if awarded a grant, MEA will only provide grant funds directly to the government entity.

16. Minimum Time for Resiliency Hub Designation:

The property owner of the facility where the project will be located must agree to maintain the facility as a resiliency hub for at least five (5) years.

17. Mutual Agreement by Parties:

MEA can only offer a grant to a selected project when the property owner, the building owner (if different from the property owner), and the solar PV and battery energy storage system owner (if different from the property owner or the building owner), all agree to all aspects of the resiliency hub project.

18. Provision of Free Energy to Site During Outages:

Energy generated and used at the resiliency hub during a utility grid outage shall be provided at no cost to the resiliency hub, although the resiliency hub operator may impose reasonable limits on energy use to ensure the system provides energy to the required loads for the required period of time.

19. Community Solar Coordination:

A resiliency hub project that includes a solar PV system that supplies energy as a community solar array as part of the Maryland Community Solar Pilot Program or the Maryland Community Solar Program must be individually coordinated with MEA. MEA will consider the project as a whole.

20. Utility Ancillary Services:

The solar PV and battery energy storage system may be used to provide solar energy to the facility, as well as peak shaving to reduce demand charges. If the project is awarded a grant, attempts to use the system for other purposes, such as frequency regulation, are

allowable so long as the solar PV and battery energy storage system is operating under an authorized utility tariff. Regardless of routine system use, the system operator shall ensure that the battery reaches and maintains at least a ninety percent (90%) charge prior to any known severe weather event or condition that might be expected to cause a power outage (e.g., hurricane, ice storm, derecho, etc.). Normal operation may resume after the threat to the utility grid has passed.

21. Necessary Appliances and Equipment: Each grantee selected for a grant is responsible for identifying and purchasing heating, cooling, refrigeration, lighting, and plug load charging equipment. This equipment must be installed, if not already installed, and made available onsite when the solar PV and battery energy storage system is completed. A refrigerator of adequate size to meet the calculated need is required to be available and operating onsite. Resilient Maryland, AOI 3 funding may **not** be used to pay for this equipment or its installation.

Labor Requirements: Each grantee that is selected for a grant under the FY24 Resilient Maryland, AOI 3: Resiliency Hubs is required to provide a written attestation that all installation contractors and subcontractors working on the project meet the labor requirements listed below. This attestation is required to execute a grant agreement with MEA, if the project is selected for a grant.

1. **Wages:** Pay at least one hundred fifty percent (150%) of the State of Maryland minimum wage.
2. **Collective Bargaining:** Afford employees the right to bargain collectively for wages and benefits.
3. **Paid Leave:** Provide paid leave.
4. **Covered Employment:** Are considered “Covered Employment” for the purposes of unemployment

insurance benefits in accordance with Title 8 of the Labor and Employment Article.

5. **Workers' Compensation**: Entitle the employees to Workers' Compensation benefits in accordance with Title 9 of the Labor and Employment Article.
6. **Federal and State**: Have been in compliance with federal and state wage and hour laws for the longer of the immediately preceding three (3) years or for the duration of the contractor's or subcontractor's business operation.
7. **Health Insurance**: Offer employer-provided health insurance benefits with monthly premiums that do not exceed eight point five percent (8.5%) of the employee's net monthly earnings.

Evaluation Criteria:

Each application **that has met the Minimum Eligibility Requirements of this FOA** will be competitively evaluated using the following criteria ("Evaluation Criteria"). Only the highest-scoring proposals will be selected for a grant, subject to Resilient Maryland Program, AOI 3 funding availability.

Points will be awarded based on how well the proposed resiliency hub project conforms to the requirements listed in and questions posed by **Appendix 5: Resiliency Hub Checklist**. Please review this checklist in detail and ensure that the application includes sufficient, clear, concise, and compelling answers to all questions. **Possible points are provided in the chart below.**

Evaluation Criterion	Description	Possible Points
Site Justification	The Site Justification is the <u>primary</u> Evaluation Criterion. Points for this Evaluation Criterion are calculated using the equation below. Up to one (1) bonus point is available for a project that	Points are calculated on this criterion, see the bottom of the "Description" category to the left for the calculation method.

	<p>serves an overburdened or underserved community, as defined by §1-701 of the Environment Article, Annotated Code of Maryland.</p> <p>CMI = Census Tract Median Income (the census tract where the resiliency hub will be located)</p> <p>ABP = Applicable Bonus Point. One (1) ABP is available ONLY IF the resiliency hub will be located in an overburdened or underserved community, as defined by §1-701 of the Environment Article, Annotated Code of Maryland.</p> $Points = \frac{400,000}{CMI} + ABP$	
System Location	One (1) possible point if the solar PV and battery energy storage system will bring new backup power to a resiliency hub site that does not presently have backup power.	0 - 1
Timeline	One (1) possible point if the resiliency hub project is expected to be completed within eighteen (18) months from project commencement.	0 - 1
Ongoing Operation	One (1) possible point if the application includes a reasonable plan for maintenance and testing	0 - 1

	of the resiliency hub.	
Operational Hours	One (1) possible point if the resiliency hub will be open to the public during a utility grid outage event or emergency situation for 15-23 hours per day, <u>OR</u> two (2) possible points for 24 hours per day.	0 - 2
BONUS POINTS Resilient Maryland Preconstruction Analysis	The opportunity to score two (2) bonus points is available if the project completed preconstruction planning Final Deliverables through a prior MEA-funded Resilient Maryland, Area of Interest 1: Preconstruction Planning grant (or an earlier FY20-FY22 Resilient Maryland preconstruction analysis planning grant). <u>Note:</u> This is not a minimum eligibility requirement, but it is strongly encouraged.	0 - 2

Geographic Diversity: Please note that, to enhance geographic diversity, MEA may consider a project’s location within the State when determining a grant decision.

Review Process: Each application package will be evaluated competitively by an Evaluation Team. The Evaluation Team will be made up of MEA staff with relevant experience. The evaluation includes three (3) review steps that are detailed below.

1. Program Manager Eligibility Review: The MEA Resilient Maryland Program Manager reviews the application for eligibility according to the Minimum Eligibility Criteria listed in this FOA. An application that does not meet the Minimum 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 each 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 and scores. An Evaluation Team member is permitted to modify their score for an eligible application considering new information discovered during the Group Review discussion. The final score for each complete application is determined by taking the average of the individual Evaluation Team member scores for that application. The Evaluation Team will finalize all scores and make an award recommendation for each application that has been selected for funding. Grants will be recommended in order of highest final score to lowest eligible final score, until all available funding is exhausted, or all eligible grants are funded, whichever comes first.

Partial Grants:

Partial awards are possible under this AOI, depending on the number of complete proposals received and associated total grant funds requested. Full grants 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. 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.

Program General

MEA grant programs are covered by general requirements

Provisions:

that will be made part of the grant agreement between MEA and a grantee. A copy of these provisions (“General Provisions”) is available on MEA’s website [here](#)⁸; this document will be incorporated into all MEA FY25 grant agreements.

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

- MEA may obligate all or none of the FY25 Resilient Maryland program budget, based on the quality and eligibility of applications submitted to MEA; and
- **All projects that receive financial support from MEA must adhere to its Fossil Fuel Policy, which is provided as Appendix 2 to this FOA.**

Grant Funding and Payment:

The following requirements apply to each grantee:

- **Electronic Payments:** Participation in MEA grant programs is voluntary. To ensure the secure transmission of grant funds, each grantee receiving MEA grant 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. Each 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 in the X-10 form. ACH/Direct Deposit Authorization for Vendor Payment Form X-10 **cannot be sent to MEA**. This must go to the appropriate location specified by the Comptroller’s Office. Failure to submit ACH/Direct Deposit Authorization Form X-10 may result in grant reimbursement being delayed. If an applicant is

⁸ <https://energy.maryland.gov/SiteAssets/Pages/all-incentives/General%20Provisions%20v3%202.11.22.pdf>

unable to receive ACH/Direct Deposit payments, MEA may make an exception to this requirement on a case-by-case basis.

- **Reporting**: Each grantee must ensure timely and current compliance with the Program’s reporting requirements. Each Resilient Maryland, AOI 2 grantee will be required to submit **quarterly progress reports (“QPRs”)** throughout the life of the project. **MEA will not authorize the reimbursement of any grant funds until the grantee is current and compliant with all reporting requirements.**
- **Encumbrance of Funds**: Upon receipt of a commitment letter (if applicable) or a grant agreement signed by both the grantee and MEA, MEA will encumber the grant funds.
- **Prior Expenses Restriction**: No costs for the project incurred prior to execution of a commitment letter (if relevant) or grant agreement will be reimbursed by MEA.

Required Application Documents:

Each application to the FY25 Resilient Maryland Program, AOI 3, must include the following:

1. **Application Data**: Complete, accurate, and up-to-date information asked by all applicable fields in the FY25 Resilient Maryland Application Portal. Failure to provide required information will result in the rejection of the application from consideration. An applicant whose application is rejected for this reason is free to reapply, so long as they meet the requirements of this FOA;
2. **Application Workbook**: Complete, accurate, and up-to-date information requested by the FY25 Resilient Maryland, AOI 3 Application Workbook that is available on the Resilient Maryland webpage;

3. **Cover Letter**: A cover letter signed by an authorized representative of the applicant with signatory authority, who will sign the Grant Agreement with MEA, if the application is selected for a grant. **The cover letter must include the following information:**

- a. Full name of the applicant as it appears on its most current IRS Form W9;
- b. Site name and street address(es) of the resiliency hub;
- c. Site name and street address(es) of any components of the solar PV and battery energy storage system that are **not located** at the resiliency hub;
- d. Brief description of the resiliency hub and solar PV and battery storage system that will serve it;
- e. Brief description of any existing or planned backup emergency generation, as applicable;
- f. Description of loads to be served beyond those required by **Appendix 5: Expectations of a Resiliency Hub**;
- g. Name and contact information for the project point of contact;
- h. Name(s) and contact information for the applicant's legal counsel; and
- i. Name, email address, phone number, and other relevant contact information for the applicant's authorized representative with signatory authority to sign a grant agreement with MEA, if the project is selected for a grant;

NOTE: The MEA Resilient Maryland Program Manager may disqualify an application from

funding consideration if the content of the Application Narrative does not meet a minimum quality standard for evaluation. An eligible applicant whose application is rejected for this reason is free to revise their proposal and reapply.

4. **Resiliency Hub Sizing and Modeling**: One or more document(s) that contain the modeling computation or model printout of the solar PV and battery energy storage system. **The modeling software on SolarResilient.org is preferred**, but other modeling software is acceptable so long as it is generally accepted and accurate;
5. **Application Narrative**: A narrative that discusses the site selection, building location, acceptance of the resiliency hub by the County or Municipality, sizing information and other technical details and specifications, requested grant amount, system design, project timeline, total project cost estimate, and anticipated hours of operation of the resiliency hub;
6. **Letter of Intent from Financial Sponsor**: A letter of intent or support from one or more financial sponsor(s);
7. **Letter of Interest from Site Owner**: A letter of interest from the owner of the resiliency hub site;
8. **Letter of Interest from the Site Operator**: A letter of interest from the site operator, **only if different from the site owner**. Disregard this document if the site operator and site owner are the same entity;
9. **Solar Output Estimate**: An estimation of the solar energy output of the solar PV and battery energy storage system from a trusted, reliable estimator (e.g., PVWatts, Helioscope, PVSYST, etc.);
10. **Site Ownership Documentation**: Evidence of the site owner's control of the project site for at least

twenty (20) years after project completion in the form of a recorded deed, or other appropriate documentation accepted by MEA. **NOTE:** The grant agreement, if the project is selected for a grant, allows for but provides conditions regarding the sale of the building or property during the five (5) year guaranty period of the resiliency hub;

11. **Electrical Schematic:** A basic electrical schematic of the facility's electrical system, such as a one-line diagram, that shows where and how the solar PV and battery energy storage system will connect to it;
12. **Simple Payback:** If the solar PV and battery energy storage system is purchased (i.e., not owned by a third party), a calculation of the simple payback period. Work **must be shown**. For a third party owned system, provide the expected cost savings to the site owner over a twenty (20) year period and show all calculation work. For the purposes of this program, "simple payback" is calculating by dividing the total installed cost of the solar PV and battery energy storage system by the annual energy cost savings that will be generated by the system.
13. **COUNTIES AND MUNICIPALITIES ONLY:** Provide evidence of the County or Municipality commitment to the project in the form of a signed contract with a contractor, or a letter of commitment signed by an authorized representative (e.g., senior level official). When a letter of commitment is provided, include an overview of the County or Municipality procurement process. Summarize steps, required approvals, and an appropriate timeline for each step of the process. Also, at a minimum, include the location and estimated capacity of the solar PV system being considered in the commitment letter. If a power purchase agreement (PPA) is being considered by the County or Municipality that must still go through a procurement process, the County or Municipality must state that their electricity price expectations should be available on the open market, and they

must provide their basis for this expectation.

14. **Preconstruction Planning Documents**: Final Deliverables from a prior MEA Resilient Maryland, AOI 1: Preconstruction Planning award, **OR** preconstruction planning documents that demonstrate equivalence to the content expectations of the Final Deliverables. See **Appendix 3: Preconstruction Planning Documents Content Expectations** for a full description of the content and quality expectations. **An application that does not include preconstruction planning documents that meet these quality expectations will be rejected from funding consideration.**
15. **Project Budget Workbook**: A complete and accurate FY25 Resilient Maryland AOI 3 Project Budget Workbook. A copy of this workbook is available on the [Resilient Maryland webpage](#)⁹ in the “Program Documents” section.
16. **IRS Form(s) W9**: The applicant **must** provide a complete, accurate, and signed IRS Form W9. **The IRS Form W9 organization name, address, and employer identification number (“EIN”, sometimes referred to as a taxpayer identification number, or “TIN”)** will be used to execute a grant agreement, if the project is selected for an award. A blank copy of the most recent IRS Form W9 can be found on the [IRS Form W9 webpage](#)¹⁰. **NOTE**: Once a grant agreement is executed with a grantee, MEA **cannot change** the IRS Form W9 information. No exceptions.
17. **Good Standing Documentation**: An applicant **must provide** evidence of Good Standing with the Maryland Department of Assessments and Taxation (“DAT”) unless it is a unit of local or State government or a nonprofit organization. Further, any

⁹ *Ibid.*

¹⁰ <https://www.irs.gov/forms-pubs/about-form-w-9>

contractor that the applicant works with on the project must also demonstrate Good Standing with Maryland DAT. The applicant must include either (1) a screenshot or PDF of the applicant's result from Maryland DAT's [Business Entity Search](#)¹¹ that indicates Good Standing; or (2) a copy of a [Certificate of Status](#)¹² from Maryland DAT that indicates Good Standing. The applicant must include this documentation for itself, as well as its contractor(s) (if they are identified at the time of application). For (a) contractor(s) selected after a grant agreement has been executed, if the project is awarded, evidence of Good Standing must be provided to MEA when a formal agreement is executed between the grantee and the contractor(s).

**Submission
Instructions:**

NEW: Beginning in FY25, all Resilient Maryland applications across all AOIs must be submitted electronically using the FY25 Resilient Maryland Application Portal, which is available on the Program webpage or in the link below. MEA will not accept emailed, mailed, or faxed applications except under very specific circumstances, as approved by MEA on a case-by-case basis. If you do not believe that you will be able to submit the application documents electronically, please reach out to the MEA Resilient Maryland Team by sending an email to RMP.MEA@Maryland.gov by no later than November 1, 2024 **November 15, 2024**.

[>>> CLICK TO ACCESS APPLICATION PORTAL <<<](#)¹³

Regulations:

MEA grant programs are regulated by the Strategic Energy Investment Program regulations* (COMAR 14.26.02). All applicants and associated projects funded by MEA must meet all applicable regulations as defined by COMAR

¹¹ <https://egov.maryland.gov/businessexpress/entitysearch>

¹² <https://dat.maryland.gov/businesses/Pages/Internet-Certificate-of-Status.aspx>

¹³ <https://form.jotform.com/242606013935048>

14.26.02.

**To access these regulations, click [here](#)¹⁴ and use the sidebar "Regulations by Title" to navigate to: 14 - Independent Agencies → 26 - MARYLAND ENERGY ADMINISTRATION → 02 - Maryland Strategic Energy Investment Program.*

Questions:

Questions can be directed to the MEA Resilient Maryland Team by sending an email to RMP.MEA@Maryland.gov. You can also call MEA's main phone line at 410.537.4000.

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¹⁴ <https://dsd.maryland.gov/Pages/COMARSearch.aspx>

FY25 Resilient Maryland Program, Area of Interest 3: Resiliency Hubs Funding Opportunity Announcement Appendix 1: Glossary of Terms

Applicant: An applicant to the FY25 Resilient Maryland Program that meets the definition of “applicant” in the Code of Maryland Regulations, Title 14, Subtitle 26, Chapter 02, Section 02. Definitions ([COMAR 14.26.02.02](#)¹⁵).

Maryland Energy Administration (MEA): An executive agency of the State of Maryland with a mission to promote clean, affordable, reliable energy and energy-related greenhouse gas emission reductions to benefit Marylanders in a just and equitable manner. MEA provides incentives to Maryland residents, businesses, and other Maryland organizations to help pay for clean, efficient, and resilient energy technologies and upgrades. MEA also advises the Governor and Maryland General Assembly on all energy matters. **MEA is not a private entity. MEA is an official State of Maryland government agency.**

Project: A project that is proposed by an applicant to the FY25 Resilient Maryland Program, in accordance with the “Eligible Activities” section of this FOA, and in accordance with [COMAR 14.26.02.02](#)¹⁶.

Resiliency Hub: A location within a community that is easily accessible and walkable—within a one-half (½) mile radius—that provides community members with: (1) plug power for personal electronic devices such as cell phones, smartphones, tablets, and laptop computers; (2) plug power for portable medical equipment such as dialysis and continuous positive airway pressure (CPAP) machines; (3) refrigeration for temperature-sensitive items; (4) dedicated, safe, healthy conditioned space for community members to locate within; and (5) safe and adequate lighting. A resiliency hub is not a substitute for a full-scale emergency shelter. Rather, it is a nearby community location that residents can quickly and easily access until the emergency or grid outage situation concludes, or more robust emergency response services arrive.

Solar PV and Battery Energy Storage System: A combined system that includes a solar photovoltaic (PV) energy generating system and a battery energy storage system, that work together to provide clean, sustainable, reliable energy to a facility

¹⁵ <https://dsd.maryland.gov/regulations/Pages/14.26.02.02.aspx>

¹⁶ *Ibid.*

that will serve its community as a resiliency hub. The solar PV and battery energy storage system must be appropriately sized to satisfy the necessary loads that must be powered for successful resiliency hub operation.

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**FY25 Resilient Maryland Program, Area of Interest 3: Resiliency Hubs
Funding Opportunity Announcement
Appendix 2: MEA Fossil Fuel Policy**

Each project that receives financial support from MEA must adhere to the MEA Fossil Fuel Policy:

- Projects that include fossil-fuel or other combustion technologies that produce greenhouse gas emissions are typically 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. This situation is anticipated to primarily, but not exclusively, be seen in residential energy efficiency projects.

Exemptions:

All exemption requests will be in writing and provide 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.

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**FY25 Resilient Maryland Program, Area of Interest 3: Resiliency Hubs
Funding Opportunity Announcement**

Appendix 3: Preconstruction Planning Documents Content Expectations

The following content expectations apply to the Preconstruction Planning Documents that must be submitted with each FY25 Resilient Maryland, Area of Interest 3: Resiliency Hubs application. These content requirements identically match the content requirements of the Resilient Maryland, Area of Interest 1: Preconstruction Planning Final Deliverables.

1. **Feasibility Study**: The Feasibility Study shall include, at minimum, the following information:
 - a. **Project Site Facility and Infrastructure Description(s)**: A description of each facility or infrastructure that will benefit from the project;
 - b. **Baseline Utility Consumption**: Quantitative historical data for at least twelve (12) consecutive months of electricity usage, and, if applicable, thermal energy usage (e.g., natural gas, fuel oil, etc.) as well as the associated costs incurred by facility owners, for each facility or infrastructure that will benefit from the project;
 - c. **Energy Efficiency**: A description of each energy efficiency upgrade or retrofit opportunity that could be taken, and a description of each energy efficiency upgrade or retrofit that has been completed within five (5) years of the Effective Date of the Grant Agreement;
 - d. **System Configuration(s)**: A detailed description of the final recommended project configuration that is recommended for installation. This should include, at minimum: each system component and its nameplate rated capacity, as applicable; required wiring, communication, and other ancillary equipment; necessary electrical or other facility upgrades (e.g., switchgear, feeder, electrical panel, etc.); and the proposed physical location of each project component;
 - e. **Performance Projections**: As applicable, projected annual, month-by-month performance projections for the project. This includes, differentiated by source: energy production, energy consumption (utility and onsite consumption of energy produced by the project);

- f. **Cost Information:** The proposed total cost for full project implementation with budgetary breakdown by at minimum: final engineering and design costs, equipment costs, labor costs, permitting and inspection fees, utility interconnection fees, site preparation costs, installation costs, and final commissioning costs;
 - g. **Potential Funding Sources:** A description of each secured or potential source of capital to fund the project, such as cash-in-kind, third-party financing and other funds, incentives from MEA, incentives from the utility, federal funding sources, and others that can be used to fund the capital cost of the project;
 - h. **Primary Implementation Barriers:** A brief summary of the anticipated regulatory, legal, and strategic barriers that must be mitigated in order to achieve successful implementation of the project; and
 - i. **Proposed Timeline:** A proposed timeline for complete project installation and commencement of project operation, if successfully installed.
2. **Preliminary Engineering Data and Project Design(s):** Preliminary engineering data and design(s) or diagram(s) for at least one (1) project configuration to serve the facilities included in the Property. This deliverable shall include, at minimum: proposed physical location(s) of the project system components, system component specifications and related technical data, generation asset nameplate capacities and parasitic loads, control/management system(s) technical data and configuration(s), one-line diagram(s), and project design drawings. Any additional information which is required to vet the technical and engineering accuracy and integrity of the project shall be included in this deliverable.
3. **Pro Forma Financial Model:** Twenty (20) year pro forma financial model of the project. The pro forma shall specify the sources of capital and projected costs and revenues associated with the operation of the project. Model assumptions shall be clearly documented and justified with accredited sources of data where applicable. The model shall provide metrics that gauge financial viability, which may include but are not limited

to net present value (NPV) analysis, internal rate of return (IRR) analysis, and simple payback analysis. The model shall specify the weighted average cost of capital (WACC) as well as each of the annual percentage rates (APRs) on debt capital, as applicable.

4. **Greenhouse Gas Impact Report:** A report that quantitatively projects the amount of greenhouse gas emissions that will be avoided as a result from successful implementation of the project over a twenty (20) year period commencing from the projected date of project implementation. This report shall include, at minimum: annual avoided tons of carbon dioxide (CO₂), nitrous oxides (NO_x), sulfur oxides (SO_x), and volatile organic compounds (VOCs). Grantee may report greenhouse gas impact in terms of greenhouse gas equivalent but must still provide the gas-by-gas metrics. If producing multiple project configurations, Grantee shall produce a single Greenhouse Gas Impact Report for each configuration.

5. **Implementation Barriers Report:** A report that discusses the identified statutory, regulatory, legal, and other strategic barriers which must be analyzed and mitigated to achieve successful installation of the project (known as “implementation barriers”). This report shall explain each identified implementation barrier and how it impacts installation of the project, and shall discuss possible pathways to resolve those barriers. All questions and comments from Project Planning Committee members regarding the implementation barriers shall be listed and described in the report.

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**FY25 Resilient Maryland Program, Area of Interest 3: Resiliency Hubs
Funding Opportunity Announcement**

Appendix 4: Expectations of a Resiliency Hub

The following expectations apply to any resiliency hub that is funded by the Maryland Energy Administration (MEA). They must be satisfied in order to receive a Resilient Maryland, AOI 3: Resiliency Hubs (“AOI 3”) grant from MEA. These expectations will be incorporated into all FY25 Resilient Maryland, AOI 3 grant agreements.

Duties and Responsibilities:

A. Site/Building Owner:

1. Agree to make the building available for at least 5 years.
2. Maintain the building as a resiliency hub for at least 5 years.
3. Allow all necessary construction and maintenance of the resiliency hub on the site/building.

B. Site/Building Operator: Agree to operate the resiliency hub. Work with the System Owner and System Operator to develop a Standard Operating Procedure (SOP). The SOP shall include:

1. Open the building within a reasonable amount of time (sometime around 1 hour after the grid goes down and remains down).
2. Visually verify the energy storage plus solar system is providing electricity to the selected portions of the building. If not operating properly, call the system owner/operator for emergency service.
3. Break out and energize the equipment associated with the resiliency hub (small refrigerator, lighting, supplemental heating/cooling equipment) as needed.
4. Staff the resiliency hub (at least one person at all times). Log activities as appropriate (opening date/time, closing date/time, problems, staff person on duty, etc.)
5. Receive and dispense (as authorized) items from the small refrigerator only to the individual who provided the item for cooling.
6. Coordinate with local (city/county) emergency personnel as required by circumstance or by the SOP.

Once the grid has been restored:

7. Return property stored in the refrigerator back to the individual who provided it for cooling.
8. Secure resiliency hub equipment.
9. Close and secure the site/building when the grid has been restored.

C. System Owner:

1. Contract for the installation and maintenance of the resiliency hub equipment.
2. Contract for system operations.
3. Provide emergency service during grid outage if the system is not working correctly.
4. Ensure all required safety measures are taken to prevent personnel and property damage from the resiliency hub.

Note: The system owner cannot charge the site owner or site operator for electricity used from the resiliency hub equipment for the period when the grid is down.

D. System Operator:

1. Operate the system as agreed upon by the system owner, site owner, and site operator consistent with the criteria authorized by the “Permission to Operate” agreement with the electric utility.
2. Ensure the energy storage system is at least 90% charged and prepared to operate for any event that is expected to provide added risk of grid unreliability (major thunderstorm, hail, tornado, hurricane, derecho, major snowstorm, ice storm, etc.)

Appendix continues on the next page.

Operations:

-
- A. Personnel who will staff the resiliency hub should receive training on their duties, the location and use of portable resiliency hub equipment, required documentation (log), rules of conduct, etc.). The resiliency hub equipment is sized to have a 50% probability of operating around the clock for three (3) days. While it is highly unlikely that a grid outage will continue for three days, plans should be made to provide staffing for this length of time. Unless specifically trained and authorized by the system operator to do so, resiliency hub staff should NOT attempt to operate any of the solar or energy storage system equipment associated with the resiliency hub.
 - B. The site owner/operator may impose reasonable standards of conduct for those that use the resiliency hub. However, no restrictions based on race, religion, or any other protected class may be used to deny access or use of the resiliency hub, provided the community resident meets the posted standards of conduct.
 - C. The site owner/operator and system owner/operator cannot require compensation of any kind from anyone for use of the resiliency hub during a grid outage.
 - D. The system owner cannot charge for energy and power used during resiliency hub operations.
 - E. It is the intention that this resiliency hub provide a service to people within walking distance. As such, any marketing effort to inform the community of the resiliency hub need not exceed this distance (normally around one-half mile). However, the resiliency hub should be made available to anyone in need (if capacity restrictions and other conditions allow).
 - F. While overnight stays are not intended, an overnight stay may be appropriate and should be accommodated, within reason, for individuals that depend on durable medical equipment (i.e., CPAP) or that have serious medical conditions that are exacerbated by extreme temperatures.
 - G. The site operator shall document the community use and need for the resiliency hub and, after two years of service, the site operator should discuss the hours of operation with MEA, including whether limiting hours of operation may be appropriate based on the data (hence the need for an accurate log).

Bottom line: The purpose of a resiliency hub is to provide critical services and to provide aid and comfort to the local community during an extended period of electrical grid outage. The resiliency hub should provide a location of safety, ability

to recharge communications equipment, and sufficient heating and cooling to keep people out of the hospital.

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FY25 Resilient Maryland Program, Area of Interest 3: Resiliency Hubs

**Funding Opportunity Announcement
Appendix 5: Resiliency Hub Checklist**

The following checklist will be used by each member of the Evaluation Team to score the application.

Resiliency Hub Checklist

		FY25 Resilient Maryland Program, AOI 3: Resiliency Hubs	
		APPLICATION	REVIEW CHECK LIST (INTERNAL)
A. Site Justification			
	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> • Provide the method used to identify the LMI population to be served (within walking distance)? • Identify the method or provide base documents used? • Describe the limits of the neighborhood expected to be served and an educated estimate of the LMI population to be served (moderate income, low income)? <p>• Points = \$400,000 divided by the median income of the census tract in which it is located. (For resiliency hubs in high rise apartment buildings or multi-family apartment complexes, the median income of the building or complex may be used in place of the median income of the census tract.)</p>		
			Census Tract =
			Point =
			Points =

	<ul style="list-style-type: none"> ● Points: Does the resiliency hub serve an overburdened or underserved community? (1 point if yes) 	
	<ul style="list-style-type: none"> ● If the application does not identify the method, does it provide clear base documents to show a high density, Low-and-Moderate Income population within walking distance of the proposed site? ● Points: Is the proposed Resiliency Hub on a property with an LMI community that is within walking distance (normally assumed to be ½ mile)? (1 point for yes). 	<p>Yes/No:</p> <p>NOTE:</p> <p>Points =</p>
<p>B. System Location</p>		
	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> ● Identify the building / rooms to be used as a Resiliency Hub? Use a map as appropriate. ● Explain the rationale for its selection? ● Provide documentation that the building owner is interested in a solar plus storage system for daily use and is willing to open the building as a Resiliency Hub when the grid is down? 	<p>Yes/No:</p> <p>NOTE:</p>

	<p>Documentation may be a contract, a letter of intent, a letter of interest, etc.</p> <ul style="list-style-type: none"> • If appropriate, is a map provided to show the location of the building? 	
	<p>Does the project bring new backup power where there was no backup power before?</p> <p>One point if yes</p>	<p>Points =</p>
<p>C. City/County Acceptance</p>		
	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> • Provide documentation that the city/county (including their office of emergency planning) has been notified of the proposed location of the Resiliency Hub? If the city/county has been involved in site selection, does the proposal provide a brief paragraph to this effect. • Provide documentation that the city/county is open to the concept of a Resiliency Hub, and that they do not reject the location out of hand? (Final approval is not required with the application but MEA will not fund a proposal rejected by the city/county). 	<p>Yes/No:</p> <p>NOTE:</p>
<p>D. System Sizing Information</p>		

	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> • Provide a listing/table of the proposed loads to be provided during grid outage, to include kW, time, and duration per day, and estimated kWh/day? • Describe the process used to size the solar system and the energy storage system? • Provide the size of the solar system (kW) and the energy storage system (kW and kWh)? • If a fossil fuel generator is included in the system design, does the application provide its maximum power output? its fuel supply (including estimated time of operation available at various power levels), and proposed mode/strategy of operation? • Verify and document that sufficient roof/ground space is available for the solar system and energy storage system? • Indicate what modeling tool was used and provide key system printouts that show loads, system and storage sizing? Tools such as SolarResilient, REopt or REopt Lite, and System Advisor Model (SAM) should be considered. Other established modeling tools may also be used but must be specified. 	<p>Yes/No:</p> <p>NOTE:</p>
<p>E. Grant Amount Requested</p>		
	<p>Does the Application/Proposal</p> <ul style="list-style-type: none"> • Provide the grant amount requested? 	<p>Yes/No:</p> <p>NOTE:</p>

F. System Design		
	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> • Provide a one-line design of the system showing major equipment, panels, breakers, etc.? • If a backup or emergency fossil fueled generator will be included, does the application explain how it will be hooked into the system, to include a one-line diagram showing energy flow during generator operation? 	<p>Yes/No:</p> <p>NOTE:</p>
G. Review Notice of Grant Availability		
	<ul style="list-style-type: none"> • Does the application/proposal provide a statement that the applicant has reviewed the Funding Opportunity Announcement and agrees to follow its requirements? 	<p>Yes/No:</p> <p>NOTE:</p>
H. Timeline (Tentative at time of submittal)		
	<p>Does the application/proposal:</p> <p>Provide information showing estimated project start, completion, commissioning, Interconnection and Permission to Operate?</p> <p>One point if project is expected to be completed in less than 18 months</p>	<p>Points =</p>
I. Total Cost		

	<p>Does the application/proposal?</p> <p>Provide estimated total project cost?</p> <p>Provide estimated cost of the minimum necessary equipment (solar modules, inverters, energy storage device, charge controller, system controller)?</p>	<p>Yes/No:</p> <p>NOTE:</p>
<p>J. Ongoing Operation (Tentative at time of submittal)</p>		
	<p>Does the application/proposal:</p> <ul style="list-style-type: none"> • Provide a plan for the operation of the Resiliency Hub during an extended grid outage? • Address who will provide site manning and expected costs? <p>Address who will provide maintenance and testing of the hub?</p> <p>One point if a reasonable plan is provided.</p>	<p>Yes/No:</p> <p>NOTE:</p> <p>Points =</p>
<p>K. Operational Hours</p>		
	<p>Will the resiliency hub be open for more than 14 hours per day?</p>	<p>Yes/No:</p> <p>NOTE:</p>

	1 point for 15-23 hours, 2 points for 24 hour/day operations	Points =
	Total Points Added	

Comments:

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