Maryland Smart Energy Communities Program

Deadlines for FY20

The expected deadlines for the FY20 grant agreements are listed below. Requests for extensions, if necessary, must be sent to MEA at least one month prior to the deadline. Extensions will be considered on a case by case basis. Failure to meet the deadlines outlined in the grant agreement may result in cancellation of the grant.

Grant Applications Due – December 20, 2019

The completed grant application must be emailed or mailed to MEA to be received before December 20th, 2019 at 5:00 PM Eastern time. The application must be complete, and projects from existing communities should include detailed calculations of energy reduction and cost savings.

Grant Agreement Signed – May 1, 2020

If selected for an award under the FY20 Program, two physical copies of the grant must be signed and mailed back to MEA by May 1, 2020.

Project Design Finalized – September 30, 2020

Both new and existing communities must send in a completed Project Development Form (Attachment A). Specification sheets of the main components must be attached and the savings must be clearly substantiated. The project should be in its final design state. Work cannot begin until the project design has been approved by MEA via the Project Approval Form (Attachment B).

Baselines and Policies – October 30, 2020 (New Communities only)

Each new community must pass at least two of the three MSEC energy policies, and complete its energy baselines and action plans. The baseline must be comprehensive and will serve as a roadmap for MSEC funding opportunities. An MSEC community is eligible to receive access to its full award amount only if it has passed the corresponding policy.

Complete Construction – November 10, 2021

All work must be complete by this date. MEA will only consider providing extensions on a case by case basis for good cause.

All Invoices & Final Report – December 10, 2021

All documentation must be sent to MEA in order to receive reimbursement. Requested reimbursements must be accompanied by the Invoice Report Form (Attachment C), an official request on government letterhead, vendor invoices, and/or timesheets. The documentation must show that the work has been paid in full and that it matches the scope of work defined in the project proposal. MEA will not provide grant funding for work that does not match the project proposal approved by MEA.