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**FY20** **LDC Matching Grant Program**

Application Form

**APPLICATION DEADLINE: WEDNESDAY, December 11, 2019**

Please review the FY20 Local Distribution Company Grant Application Checklist, which is located on the webpage and fill out each section with the requested information. Writing “See attachment” is not an acceptable substitute for providing the information herein; unless otherwise instructed.

**Section 1: Organization and Contact Information**

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| 1. **Name of organization (Must be the full legal name of the organization as it appears on the IRS W9 tax form.)**
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|  |
| 1. **Street Address**
 | 1. **Mailing Address (if different than physical location)**
 |
|  |  |
| 1. **Authorized Representative (The individual who would sign a Grant Agreement, if selected for award)**
 | 1. **Individual Preparing Application**
 |
| **Name:** Click or tap here to enter text.**Title:** Click or tap here to enter text.**Phone:** Click or tap here to enter text.**Email:**  Click or tap here to enter text. | **Name:** Click or tap here to enter text.**Title:** Click or tap here to enter text.**Phone:** Click or tap here to enter text.**Email:**  Click or tap here to enter text. |
| 1. **Point of Contact (The individual who would manage the grant on a day-to-day basis)**
 | 1. **Does your organization have a Federal Tax Identification Number? (if selected for a grant award, this number will need to be provided prior to grant execution. The Federal Tax ID and organization name must match what is listed on your organization’s IRS W9 form. Please attach W9 form to the application.)**
 |
| **Name:** Click or tap here to enter text.**Title:** Click or tap here to enter text.**Phone:** Click or tap here to enter text.**Email:**  Click or tap here to enter text. | [ ]  **Yes** [ ]  **No** |
| 1. **Maryland county/counties in which hard assets will be located. (Please select below)**
 |
|

|  |  |  |  |
| --- | --- | --- | --- |
| [ ] Allegany County | [ ] Cecil County | [ ] Kent County | [ ] Washington County |
| [ ] Anne Arundel County | [ ] Charles County | [ ] Montgomery County | [ ]  Worcester County |
| [ ] Baltimore City | [ ] Dorchester County | [ ] Prince George’s County | [ ] Wicomico County |
| [ ] Baltimore County | [ ] Frederick County | [ ] Queen Anne’s County |
| [ ] Calvert County | [ ] Garrett County | [ ] Somerset County |
| [ ] Caroline County | [ ] Harford County | [ ] St. Mary’s County |
| [ ] Carroll County | [ ] Howard County | [ ] Talbot County |

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**Section 2: Proposed Project**

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| 1. **Total LDC Grant Program Request**
 |
|  **$** |
| 1. **Total Matching Funds.** Please list all funding matches (dollars, labor, supplies, etc.) provided by the applicant organization or any other organization other than MEA that is helping to fund the project.
 |
| **Please make a demonstration of your matching resources below;***5/17/2017*

|  |  |  |
| --- | --- | --- |
| **Asset Category** | **LDC $ Commitment Amount** | **MEA Grant $ Commitment Amount** |
| City Gates | $ | $ |
| Compression Stations | $ | $ |
| Locators | $ | $ |
| Piping | $ | $ |
| Couplings | $ | $ |
| Labor for installation for any of the above | $ | $ |
| Other (Please elaborate below) | $ | $ |
| **TOTAL** | $ |

 |
| 1. **Project Timeline:** In the second column of the table below, please list the expected completion date for each project milestone. Assume that **March 1, 2020** is the latest that your potential grant funds will be available. Construction and installation of your project must be completed by **November 16, 2022,** with final reports and invoices submitted to MEA by **December 14, 2022.** Draft the project timeline accordingly to comply with this timeframe, taking into consideration scheduling concerns that may impact your organization (facility schedules, holidays, weather, etc.), as well as equipment and material lead times.
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|  |  |
| --- | --- |
| **Project Milestone** | **Expected Completion Date** |
| Receive Potential Grant Agreement from MEA | **(No later than March 1, 2020)** |
| Ground Breaking (Up to 30% of the grant award amount will be available) | Click or tap here to enter text. |
| Work 50% Complete | Click or tap here to enter text. |
| Complete Construction & Installation | Click or tap here to enter text.**(No later than November 16, 2022)** |
| Submit Final Reports to MEA | Click or tap here to enter text.**(No later than December 14, 2022)** |

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**Section 3: Program Eligibility Requirements:**

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| --- |
| 1. **To whom will your proposed infrastructure deliver energy to? (Please check all applicable boxes)**
 |
| [ ] New Customers[ ] Re-integration of previous customers who no longer use natural gas service[ ] To benefit existing customers who are not presently utilizing their natural gas infrastructure |
| 1. **Do you have a state and/or federal license to operate the infrastructure you plan to install in Maryland with the resources contemplated herein? (If no, please provide an explanation separately)**
 | 1. **Are you in Good Standing with the** [**Maryland State Department of Assessments and Taxation**](https://dat.maryland.gov/Pages/default.aspx) **(“SDAT”)? (If yes, please attach to the application. If no, please provide an explanation separately.)**
 |
| [ ] Yes[ ] No | [ ] Yes[ ] No |
| 1. **Please discuss any concerns of the county government within which the project is located. Please provide the date on which you met with council members, their representatives, or representatives for the county in question.**
 |
|  |
| 1. **Are you located within the Washington Gas & Light (WGL) territory?**
 |
| [ ] Yes[ ] No |

**Section 4: Agreement to Terms, Conditions, and Signature**

**By signing this Application, I certify under penalty of perjury that the information provided in the electronic Application and all of its attachments is complete, accurate, and true. I further certify that I am authorized to submit this Application on behalf of the Applicant, and to agree to the terms and conditions stated below:**

1. Applications are to be **submitted electronically no later than 11:59 p.m. Eastern Time, December 11, 2019, and** grants will be awarded on a first come, first serve basis.
2. The infrastructure will be located in the State of Maryland, and all measures approved for a grant shall stay in Maryland.
3. Submission of this application does not guarantee that my LDC or I will be awarded a grant for the proposed energy infrastructure project.
4. The equipment for the proposed project shall not be purchased or installed prior to the execution of Grant Agreement.
5. Entities selected for the Grant Program will receive up to 30% of the award upon verification of ground breaking, and the remaining funds upon verification of project commissioning (subject to availability).
6. Subject to General Provisions § 4-501(c) of the Maryland Annotated Code, MEA is required to disclose that the collection of any personal identifying information that will be requested (such as tax ID numbers) will be used to evaluate applications and document completion of approved projects. Refusal to provide personal information may result in disqualification of the application. Such information is not intended to be made available to the public or shared with any other entity, and will be subject to the protections afforded under the Public Information Act. An applicant submitting such information will have the right to inspect, correct, or amend such information.
7. The Maryland Energy Administration (MEA) or its representative(s) may use photos and video of my facility, and data presented in any report made to MEA or the PSC 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.
8. The Applicant will provide MEA with a completed IRS W9 Form. All Applicant information on the W-9 Form must match the information provided on this Application.
9. The grant received through this program is taxable as income and shall be reported as income on federal and state tax returns; therefore, the State of Maryland will be sending a 1099-G form. For more information, applicants should contact a qualified tax professional.
10. Representatives of the Grant Program may access the project in order to conduct site inspections and measurement and verification activities, and to take photos or videos of the project.
11. Program Terms & Conditions are subject to change.
12. Any grant payment will be contingent upon the successful inspection of all equipment installed.
13. MEA and its contractors make no representation or warranty and assume no liability with respect to quality, safety, performance, or other aspect of any energy infrastructure installed pursuant to this application, and expressly disclaim any such representation, warranty, or liability.
14. Program funding is limited as outlined in the Notice of Grant Availability for the MEA FY20 LDC Matching Grant Program document.

 **Authorized Applicant Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Typing your name constitutes a signature*

 **Name and Title (Please Print): Click or tap here to enter text.**

 **Organization Name: Click or tap here to enter text.**

 **Date: Click or tap to enter a date.**