**SAMPLE: FY22 LIMITED UPGRADES TO EXISTING COMMERCIAL/RESIDENTIAL BUILDINGS**

**PROJECT DESCRIPTION/SCOPE OF WORK**

***To assist with developing your FY22 application proposal, below is an example of a project description/scope of work for a multi-family retrofit with limited upgrades.*** ***Please note that this is only an example provided to assist in completing the application and the scope of work adopted as part of a grant agreement may differ.***

**DELIVERABLES**

The following deliverables will be designed, purchased, developed, and implemented by [Insert Grantee Name], hereinafter “Grantee.” Each of these deliverables shall include cost effective measures that directly contribute to energy savings and/or facilitate energy conservation behavioral practices in Maryland.

1. **Energy Efficiency Upgrades**
2. Grantee has identified [Insert Building/Home Name], a X-unit senior housing complex in [Insert County] as the eligible candidate facility serving low-to-moderate income Marylanders to receive an energy efficiency upgrade under this Grant.
	1. Project Location: [Project Address]
3. To avoid duplication of materials or work, Grantee shall ensure that buildings receiving energy efficiency upgrades and weatherization services have not received the same energy efficiency measures proposed in the Grant within the last five years.
	1. Grantee may use in-kind donations, reduced administrative charges, or other grant funding sources to leverage funds in a way that will enable more upgrades.
4. Grantee shall provide personnel to comply with the reporting and invoicing requirements of this Grant.
5. All work must be completed by contractors and/or staff holding all necessary certifications and licenses. Additionally, all work performed pursuant to the Grant shall comply with all applicable local, State, and federal building codes.

**2. Lighting Upgrade Scope of Work at the** **[Insert Building/Home Name] – (**X **) Units, (10) LED Bulbs each**

1. This project shall be performed at one building, the [Insert Building/Home Name].
	1. Grantee shall upgrade the existing lighting system at the [Insert Building/Home Name] facility. The project shall consist of the following:
		1. Replacing the existing (10) light bulbs with new high efficiency LED light bulbs in each of the (X ) units.

**3. PTAC Upgrade Scope of Work at the [Insert Building/Home Name] – (x) Apartments, (2) Units each**

1. This project shall be performed at one building, the [Insert Building/Home Name].
	1. Grantee shall upgrade the existing HVAC system at the [Insert Building/Home Name]. The project shall consist of the following:
		1. Replacing the existing units with (X) energy efficient Packaged Terminal Air Conditioner (PTAC) units.
			1. PTAC unit replacements currently do not have ENERGY STAR rating qualifications. PTAC replacements shall have an EER rating meeting the following minimum levels:

|  |  |
| --- | --- |
| **Capacity (Btu/hr)** | **Minimum EER** |
| 8,000 or less | 11.8 |
| 8,001 – 10,500 | 11.4 |
| 10,501 – 13,500 | 10.7 |
| 13,501 or more | 10.0 |

If these EER levels cannot be met due to the size of a replacement PTAC or PTHP, then the EER shall be at least 10% greater than the IECC minimum value for replacements.

**4. Appliance Upgrade Scope of Work at the** [Insert Building/Home Name].**– (**X **) Energy Star Refrigerators**

1. This project will be performed at one building, the [Insert Building/Home Name]..
	1. Grantee shall upgrade the existing appliances at the [Insert Building/Home Name] facility. The project shall consist of the following:
		1. Replacing the existing (X ) refrigerators with new high efficiency ENERGY SYAR qualified refrigerators.
			1. The maximum MEA reimbursement is up to $1,000 for an ENERGY STAR refrigerator.
			2. To be reimbursed for a replacement, the appliance must have been functional within the last year.
2. Incidental Repairs:
	1. Incidental repairs required to correct health and safety issues identified during the installation of the approved measures will be reimbursable up to $5,000 for the [Insert Building/Home Name].
	2. Health and safety measures funded under this Grant Agreement must be measures that enable the installation of an energy efficiency measures, i.e., they must be prerequisites to the successful installation of the measures.