



# Funding Opportunity Announcement (“FOA”) FY25 Community Solar LMI-PPA Grant Program

**Updated Nov 21, 2024, to extend the deadline.**

**Updated Nov 22, 2024, to clarify the AOI-3 maximum individual incentive.**

**Updated Dec 19, 2024, to extend the AOI-2 and AOI-3 deadline, extend eligibility to community solar projects currently Waitlisted, and to increase the AOI-3 incentive and maximum individual incentive.**

**Program Description:** This program provides funding to partially reimburse Community Solar Subscriber Organizations for added costs associated with making the Community Solar Pilot Program accessible to the LMI community. Given the large up-front costs associated with an ownership model, a PPA model (little or no up-front cost, pay monthly per kWh used) with sufficiently favorable financial terms will likely be more appealing to the LMI community. The grant amount is based upon a net present value formula, which takes into account the amount of energy subscribed to LMI households and the cost savings guaranteed over and above that of a specified base case over an assumed 20-year PPA period. A discount rate of 10% is used.

**Type of Grant Program:** Statewide Competitive

**Application Deadlines:** **AOI-1 Deadline**  
**3:00 P.M. ET, December 3, 2024**

**EXTENDED AS OF**  
**DECEMBER 19, 2024**

**AOI-2 and AOI-3 Deadline**  
**3:00 P.M. ET, Monday, January 30, 2025**

~~3:00 P.M. ET, Thursday, January 16, 2025~~  
~~3:00 P.M. ET, Friday, November 29, 2024~~

**Areas of Interest:** The Program will provide grants under three (3) Areas of Interest (AOIs):

- **AOI 1: Project Granted Capacity Under the**

## Community Solar Pilot Program<sup>1</sup>

- LMI Category: This pertains to the “LMI Category” under the Maryland Public Service Commission (“PSC”) Community Solar Pilot Program. This category requires guaranteeing 10% of energy output to Low Income subscribers and an additional 20% of energy output to Low-or-Moderate Income subscribers.
- Small, Brownfield, and Others (SBO) Category: This pertains to the “SBO Category” under the Maryland PSC Community Solar Pilot Program, which requires guaranteeing at least 51% of energy output to Low-and-Moderate Income subscribers.
- **AOI 2: Project Granted Capacity Under the Community Solar Permanent Program**
  - The project must guarantee at least fifteen percent (15%) of the energy output from the community solar system to Low Income subscribers, with a minimum cost savings to those subscribers of twenty-five percent (25%) from the CSEGS rate<sup>2</sup> or equivalent.
- **AOI 3: Project Granted Capacity Under the Community Solar Permanent Program (100% LMI and Brownfield-Sited)**
  - The project must provide at least fifty percent (50%) of the energy generated by the community solar system at no cost to designated Low Income subscribers<sup>3</sup>, and the remaining energy subscribed with a twenty-five percent (25%) cost savings from

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<sup>1</sup> This refers to the Community Solar Pilot Program administered by the Maryland Public Service Commission (“PSC”).

<sup>2</sup> Community Solar Energy Generating System rate.

<sup>3</sup> The actual amount of a subscriber’s 100-percent-discounted energy will be based on the recommendation of the OHEP Program or other relevant organization, as determined by MEA.

the CSEGS Rate for the remainder of each subscriber's energy subscription. All energy must be subscribed to Low Income Subscribers.

- Further, the project must be sited on a Maryland landfill, rubble-fill, or other brownfield site suitable for the community solar system installation.

**Eligible Applicants:** Applicants must be registered to do business in Maryland and must be in good standing. Applicants must be Community Solar Program Subscriber Organizations (Pilot or Permanent Program) registered with the Maryland Public Service Commission ("PSC").

**Eligible Activities:** Grantees will install and operate solar photovoltaic (PV) arrays under the Maryland Community Solar Program. Grantees are also responsible for subscribing at least the minimum amount of energy to LMI subscribers that is required by their allotted community solar capacity category in the Pilot or Permanent Programs.

**Anticipated Program Budget:** MEA anticipates initial funding of approximately **\$15,000,000** in grants from the [Strategic Energy Investment Fund \("SEIF"\)](#)<sup>4</sup> using Solar Compliance Funds, also known as Alternative Compliance Payments ("ACP"). Funds must be used for new projects that are owned or directly benefit low-to-moderate income communities located in census tracts with an average median income at or below 80% of the Median Income of Maryland, or underserved or overburdened communities, as defined by §1-701 of the Environmental Article, Annotated Code of Maryland. These funds may also be used to fund projects where 100% of the subscribers qualify as low-or-moderate income subscribers.

Individual AOI-1 and AOI-2 grants will not exceed **\$500,000** for any given project.

The list of census tracts communities eligible to directly benefit from grant funding originating from Solar

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<sup>4</sup> [https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-\(SEIF\)-.aspx](https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-(SEIF)-.aspx)

Alternative Compliance Payments in fiscal year 2025 is available on [MEA's website](#)<sup>5</sup> and as an attachment to each grant agreement (or otherwise made available by MEA).

## Minimum Eligibility Requirements:

Each of the following requirements must be met **in order for an application to be considered “complete” and evaluated** under each AOI. 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 (“TIN”) at the time they apply to the Community Solar LMI-PPA Grant Program.
2. **Location:** The project site where the community solar system will be installed, as well as the location of the loads that the system will serve, must be located within the State of Maryland.
3. **Applicant Good Standing:** The applicant must be in Good Standing with the [Maryland Department of Assessments and Taxation \(DAT\)](#)<sup>6</sup>. 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 [Business Entity Search](#)<sup>7</sup> 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](#)<sup>8</sup>.
4. **Third Party Good Standing:** Any contractor, developer, vendor, or other third-party organization that the applicant enters into a contract with to

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<sup>5</sup> <https://energy.maryland.gov/Pages/CensusTractsRPS.aspx>

<sup>6</sup> <https://dat.maryland.gov/pages/default.aspx>

<sup>7</sup> <https://egov.maryland.gov/businessexpress/entitysearch>

<sup>8</sup> <https://dat.maryland.gov/businesses/Pages/Internet-Certificate-of-Status.aspx>

complete the 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 “3: Applicant Good Standing” in this section.

5. **Prior Expenses Restrictions:** Community Solar LMI-PPA Grant Program funds **cannot** be used for project costs that are incurred prior to the execution of a grant agreement with MEA.
6. **Prior Recipients Restriction:** If an applicant has previously participated in the Community Solar LMI-PPA Grant Program and received grant funds for the project, the applicant cannot receive an FY25 Community Solar LMI-PPA Grant Program grant for the same project.
7. **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 project, if the project is selected for a grant.
8. **Contract Terms Guarantee:** The Grantee or Subscriber Organization must provide sufficient guarantees that the agreed upon terms of the Grant Agreement will not be changed in a manner that would disadvantage the LMI subscribers over the twenty (20) year period covered by this grant. These subscription limitations must be included as mandatory requirements in any future agreements of sale or change in control or ownership of the solar array to another subscriber organization.
9. **Power Purchase Agreement (PPA) Model Requirement:** The subscription must be structured in a PPA model with little to no up-front cost to the subscriber. The subscriber pays the subscriber organization for energy credited to his/her electric bill on a dollar per kilowatt-hour (\$/kWh) basis.

- 10. Project Operational Status Requirement:** The project must produce creditable power by the date specified in the grant. Creditable power is power provided to the electric utility that is used to compute the subscriber's monthly energy bill.
- 11. Count of Subscribers Requirement:** The Grantee or the Subscriber Organization must provide a count of LMI subscribers (AOI 1 only) or Low Income subscribers (AOI 2 and AOI 3) to the Maryland Energy Administration with the submittal of the Completion Report and no later than the date specified in the grant. The count of LMI Subscribers must include a detailed explanation of how LMI subscribers were certified to their LMI category. If a third party provided the certification, the grantee must provide a detailed explanation of how the third party conducted the verification. MEA may request a list of LMI subscribers, their income category, and the subscription capacity in terms of kilowatts (kW).
- 12. Participation in Maryland PSC Community Solar Pilot Program or Community Solar Permanent Program:** The project must be part of the Community Solar Pilot Program (AOI 1 only) or the Community Solar Program (AOI 2 and AOI 3). Each grantee must have a subscriber number issued by the Maryland Public Service Commission and comply with the implementing Code of Maryland Regulations COMAR 20.62. **Projects that are listed on the respective electric utility's Community Solar Pilot Program website as "WL" or "Waitlist" as of December 18, 2024, may apply under AOI-2<sup>9</sup>.**
- 13. AOI 1 ONLY: Community Solar Category Requirement:** The project must have capacity allotted to it by the electric utility under the LMI category, or it must be in the "Small/Brownfield/Other" category and provide more than fifty-one percent (51%) of its energy

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<sup>9</sup> The highlighted language was added to the FOA as of 19 December 2024.

credits to subscribers certified as “LMI”.

**14. Maryland Historic Trust:** A Maryland Historic Trust review must be completed on the project prior to the disbursement of any grant funds, if the project is selected for a grant. 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.

**15. Minimum System Capacity Requirement:** The community solar system must be at least ten (10) kilowatts of direct current (“kW<sub>DC</sub>”) in capacity.

**16. Technical and National Testing Requirements:** Any community solar system funded by the Program 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 community solar system must have all components listed or labeled by a recognized national testing laboratory.

**17. Ability to Enter into a Grant Agreement:** Each applicant awarded a grant under the Community Solar LMI-PPA Grant Program must enter into a formal grant agreement with MEA before receiving any grant funds.

**18. Solar Renewable Energy Credits (SRECs):** Projects must register for and receive Solar Renewable Energy Certificates (SRECs). Grantees will be required to verify the successful registration of projects with the Maryland Public Service Commission and with PJM Interconnection. For information concerning SREC registration, consult the PJM EIS website at <https://www.pjm-eis.com/>.

**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 Community Solar LMI-PPA Grant Program funding availability.

**Note 1:** MEA will consider AOI 1 and AOI 2 applications together, rating each complete application based on the benefits of the project to LMI ratepayers. A sample of the AOI 1 and AOI 2 Application Review Checklist can be found in Appendix 2 to this FOA, and on the Program webpage.

**Note 2:** AOI 3 projects will only compete separately and only against other AOI 3 projects. A sample of the AOI 3 Application Checklist can be found in Appendix 3 to this FOA, and on the Program Webpage.

### **AOI 1 and AOI 2 Evaluation Criteria**

**The primary evaluation criterion is Greenhouse Gas reduction per dollar of grant funding.** Points are calculated for this criterion as follows:

$$Points = \frac{Array\ size\ (Cell\ B4) \times Array\ efficiency\ (Cell\ A22)}{Total\ incentive\ (Cell\ B18)}$$

Cell values are from the Proposed Incentive Calculation Spreadsheet of the Application Workbook.

Additional favorable evaluation criteria include:

- “Total Benefit to Subscribers”<sup>10</sup> = Cell B19 / 60,000
- Use of building rooftops in cities and towns (1.5 points)
- Pairing the community solar array with a storage device. Points = (number of hours of energy storage at full solar array rated output)
- Use of a waste landfill or land participating in the Maryland Department of the Environment (“MDE”) Voluntary Cleanup Program (“VCP”) (1 point)

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<sup>10</sup> “Total Benefit to Subscribers” is a calculated value from Cell B19 of the “Test Case” application Excel workbook.



- Education of the public concerning the benefits of the project to the general public through a sign at the project site with updated numbers (e.g., clean energy generated, greenhouse gas reductions display, dashboard or internet website, etc.). (1 point)

The Evaluation Team may adjust the ranking to ensure that at least one (1) project will be available to LMI subscribers in each utility service territory.

### **AOI 3 Evaluation Criteria**

**The primary evaluation criterion is Greenhouse Gas reduction per dollar of grant funding.** Points are calculated for this criterion as follows:

$$\text{Points} = \frac{\text{Array size (Cell B4)} \times \text{Array efficiency (Cell A17)}}{\text{Total incentive (Cell B13)}}$$

Cell values are from the AOI-3 Incentive Calculation Spreadsheet of the Application Workbook.

### **Review Process:**

The MEA Program Manager will assemble a Review Team of at least 3 qualified program managers, energy specialists or other professionals. Individuals from outside MEA may be included at the Program Manager's discretion. All Review Team members will review each application using the Application Review Checklist. Projects are ranked from highest to lowest. Despite the ranking, the Review Team members may still recommend against an award based on the discussion of all team members during an in-person (or virtual) meeting. A majority vote of the Review Team members will be required to disqualify an application for cause. Any disqualification for cause will be documented in the award recommendation memo to the Director (MEA). The Review Team will recommend applications for funding based on the amount of funding available. The Review Team may recommend one or more additional projects (in order) for funding, if funding becomes available before the end of the fiscal year. The Program Manager will make recommendations to the Director, incorporating input from

the Review Team. In the event of a disagreement, the dissenting concerns will be included in the recommendation memo to the Director.

**Award Formula:**

The AOI 1 and AOI 2 grant calculations include the following variables: (1) number of subscribers, (2) size of LMI portion of the array (to the nearest kW), (3) the assumed kWh-ac/kW-dc for the array, (4) the cost of electricity for the utility service territory (\$/kWh), (5) the first-year rate reduction below the CSEGS Credit Rate (percent), and (6) the PPA escalation rate (%/year). The calculation is performed on the Application Worksheet (FY 25 Categories).

The AOI 3 grant calculation is based on a landfill incentive and an interconnection incentive for projects on designated landfills. A list of suitable landfill sites is identified in the Maryland Landfill Solar Assessment documents posted on the [MEA Solar on Maryland Landfills and Brownfields page](#)<sup>11</sup>.

AOI 3 Landfill Incentive Calculation

Projects are funded at **\$2,000/kW-dc**<sup>12</sup> \$1,600/kW-dc.

AOI-3 (only) Interconnection Incentives: MEA will pay for 75% of actual interconnection wiring costs after the first \$1,000,000, with a maximum interconnection incentive payment of \$3,000,000).

Maximum Individual Grant Amount

Grants for all **AOI-1 and AOI-2** projects shall be capped at \$500,000. Grants for **AOI-3 projects** shall be capped at ~~\$5,000,000~~ **\$6,000,000** plus the project's interconnection incentives<sup>13,14</sup>.

While MEA anticipates using the full amount of allocated funds for this program, some, all, or none of the FY25 Community Solar LMI-PPA Grant Program budget, based

<sup>11</sup> <https://energy.maryland.gov/business/Pages/Solar-Landfills.aspx>

<sup>12</sup> AOI 3 Landfill Incentive Calculation updated as of 19 December 2024.

<sup>13</sup> Updated 22 November 2024 to correct an erroneous maximum incentive amount for AOI-3.

<sup>14</sup> Updated 19 December 2024 to clarify funding amounts for AOI-1, AOI-2, and AOI-3 projects.

on the quality and eligibility of applications submitted.

**Partial Grants:**

Partial grants are possible under the Program. Full grants are made among approved projects from highest to lowest rank. If insufficient funds are available to fully fund a project, the applicant will be given the opportunity to fulfill the grant obligations with the remaining budgeted funding. If the applicant agrees, then the project will be funded with the remaining funds. If the applicant does not agree, then the offer is made to the next approved project in rank order until all funding has been expended or all remaining applicants have rejected the offer.

**Program General Provisions:**

MEA grant programs are covered by general requirements 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; 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 Community Solar LMI-PPA Grant Program budget, based on the quality and eligibility of applications submitted to MEA.

**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 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 Community Solar LMI-PPA Grant Program 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 grant agreement signed by both grantee and MEA, MEA will encumber the grant funds.
- **Prior Expenses Restriction:** No costs for the project incurred prior to execution of a grant agreement will be reimbursed by MEA.
- **Creditable Power for Grant Disbursement:** Grant funds will be distributed after the project produces creditable power to subscribers. The Subscriber Organization will inform MEA when the project is complete (all zoning requirements met, all permit inspections passed and permits closed, all commissioning tests satisfactorily completed, and permission to operate received from the utility). MEA may then conduct a site visit or provide directions on how to conduct a virtual site visit or equivalent.
- **Final Grant Amount Recalculation:** Upon completion of the site visit or equivalent, MEA and the Subscriber Organization will recalculate the final grant amount based on the actual capacity of

the project ( $kW_{DC}$ ), the actual percentage of energy provided to LMI (AOI 1 only) / Low Income (AOI 2 and AOI 3) subscribers. The Grantee / Subscriber Organization will submit a Final Invoice and Completion Report using these numbers (not to exceed the total amount authorized in the grant agreement). Upon receipt of a complete and accurate invoice and completion report, MEA will submit the request for payment of grant funds.

- **EIN / TIN Restriction:** The Grantee name and Grantee Employer Identification Number (EIN) / Taxpayer Identification Number (TIN) cannot be changed until the grant funds have been disbursed to the grantee.

### Required Application Documents:

### Each application to the FY25 Community Solar LMI-PPA Grant Program must include the following:

1. **Application Workbook:** The application must include a complete, accurate, and signed Application Workbook, which is available on the Program webpage. A “complete” application workbook must include a completed Application Page, a Proposed Incentive Calculation Page, and the appropriate Utility rate calculation page.
2. **Maryland DAT Good Standing:** The application must include evidence of the applicant’s, and, if different from the applicant, subscriber organization’s, and any Contractor’s, Good Standing status with Maryland DAT. See item “3: Applicant Good Standing” in the “Minimum Eligibility Requirements” section of this FOA for information on acceptable documentation.
3. **IRS Form W9:** The applicant, and, if different from the applicant, subscriber organization, must include a complete, accurate, up-to-date, and signed IRS Form W9. A blank copy of the IRS Form W9 and instructions on how to complete it can be found on

the [IRS Form W9 webpage](#)<sup>15</sup>.

4. **Site Plan:** Must show the location of the community solar system on the site.
5. **Google Earth (or equivalent) Map:** Must show the location of the project site with respect to the surrounding communities.
6. **Energy Production Estimate:** Must be from PVWatts, PVSYST, or an equivalent solar energy production estimate software that is generally widely acceptable as a credible estimator.
7. **Proposed Project Timeline:** Must be in a clear and concise format and assumes that a grant agreement is executed by April 1, 2025, if the project is selected for a grant.
8. **12 Months of CSEGS Rate History:** Documentation showing the last twelve (12) months of the Residential Community Solar Energy Generation (CSEG) Credit Rate for the utility service territory (or equivalent for Potomac-Edison service territory).
9. **Evidence of Site Control:** Documentation that the applicant will have control of the proposed project site for at least twenty (20) years after the community solar system is expected to be built.
10. **Guarantee of Savings:** A cover letter must be provided indicating a guaranty of savings over twenty (20) years and the form of incentive (i.e., base rate plus escalator or constant savings below CSEGS credit rate) for LMI subscribers.

### Submission Instructions:

MEA encourages the use of electronic applications to streamline processing and reduce environmental impacts. If you cannot apply electronically, please contact MEA at least seven (7) days prior to the application deadline to

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<sup>15</sup> <https://www.irs.gov/forms-pubs/about-form-w-9>

identify an alternative method to submit the application.

The application workbook and required documents must be submitted electronically to MEA via email to:

[Solar.MEA@Maryland.gov](mailto:Solar.MEA@Maryland.gov)

If specifically authorized by MEA, an applicant should mail the application workbook and supporting documents to:

**Maryland Energy Administration**  
**Attn: Community Solar LMI-PPA Grant Program**  
**1800 Washington Blvd, Ste 755**  
**Baltimore, MD 21230**

**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 14.26.02.

*\*To access these regulations, click [here](#)<sup>16</sup> and use the sidebar "Regulations by Title" to navigate to: 14 → Independent Agencies → 26 MARYLAND ENERGY ADMINISTRATION → 02 - Maryland Strategic Energy Investment Program.*

**Program Changes:**

Any update (e.g., extension of a deadline) or clarification about the Program and any corrections to inadvertent errors in the Program information will be available on the Community Solar LMI-PPA Grant Program webpage. In addition, MEA will communicate clarifications and updates made after the application deadline directly to applicants or grantees, as applicable, by letter and / or email.

The final grant amount for each Grantee will be made after review of all proposals received and is subject to funding availability for the Program and any relevant statutory requirement applicable at that time.

**Questions:**

Questions can be directed to the MEA Community Solar LMI-PPA Grant Program Team by sending an email to [Solar.MEA@Maryland.gov](mailto:Solar.MEA@Maryland.gov). You can also call MEA's main phone line at 410.537.4000.

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<sup>16</sup> <https://dsd.maryland.gov/Pages/COMARSearch.aspx>



**FY25 Community Solar LMI-PPA Grant Program  
Funding Opportunity Announcement  
Appendix 1: Glossary of Terms**

**Applicant:** An applicant to the FY25 Community Solar LMI-PPA Grant 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](#)<sup>17</sup>).

**Community Solar:** A virtual net energy metering program authorized by §7-306.2 of the Public Utilities Article, Annotated Code of Maryland.

**Community Solar Capacity Category:** Projects under the Community Solar Pilot Program are issued capacity by the participating utility company in one (1) of four (4) categories: (1) Open; (2) Small/Brownfield/Other (“SBO”); (3) LMI; and (4) Very Small.

**Low Income:** A community solar subscriber whose gross annual household income is at or below 175 percent (175%) of the federal poverty level for the year of subscription or who is certified as eligible for any federal, state, or local assistance program that limits participation to households whose income is at or below 175% of the federal poverty limit.<sup>18</sup>

**Maryland Energy Administration:** 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 help 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.**

**Moderate Income:** A community solar subscriber whose gross annual household income is at or below eighty percent (80%) of the median income for Maryland for the year of subscription.

*Continues on the next page.*

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<sup>17</sup> <https://dsd.maryland.gov/regulations/Pages/14.26.02.02.aspx>

<sup>18</sup> Code of Maryland Regulations (COMAR) 20.62.01.02.B(12)

**Project:** A project that is proposed by an applicant to the FY25 Community Solar LMI-PPA Grant Program, in accordance with the “Eligible Activities” section of this FOA, and in accordance with [COMAR 14.26.02.02](#)<sup>19</sup>.

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<sup>19</sup> *Ibid.*

**FY25 Community Solar LMI-PPA Grant Program  
Funding Opportunity Announcement  
Appendix 2: AOI 1 and AOI 2 Application Review Checklist**

The following checklist will be used to evaluate all FY25 Community Solar LMI-PPA Grant Program AOI 1 and AOI 2 projects (“AOI 1 and AOI 2 Application Review Checklist”). A copy of the AOI 1 and AOI 2 Application Review Checklist is also available on the [FY25 Community Solar LMI-PPA Grant Program webpage](#)<sup>20</sup>.

		FY25 Community Solar LMI-PPA Grant Program	
		AOI-1 and 2	
		APPLICATION	REVIEW CHECK LIST (INTERNAL)
<b>A. Applicant and Project Eligibility</b>			
	PROJECT NAME		
	Application is filled out completely with all required dates and signatures?	YES/NO	List Discrepancies
	Application was submitted by the deadline date	YES/NO	
	Is the project in Maryland and capacity <= 5MW-ac?	YES/NO	
	Is the project in the LMI category, or in the S/B/O category and promising at least 51% of energy subscribed to LMI?	YES/NO	
	Does the Applicant have a Certificate of Good Standing from SDAT?	YES/NO	
	Does the Applicant have a Subscriber Organization Number from the PSC?	YES/NO	
	Does the project use a PPA financial model?	YES/NO	

<sup>20</sup> <https://energy.maryland.gov/residential/Pages/CommunitySolarLMI-PPA.aspx>

	Are the calculations of kWh-ac/kWh-dc reasonable/supported?	YES/NO
<b>B. Application Evaluation Criteria (from Notice of Grant Availability)</b>		
	Greenhouse Gas factor <b>Points = (cell B4 * cell A22)/(cell B18)</b>	
	Total Benefit to Subscribers <b>Points = (Cell B19/60,000)</b>	
	Is the array combined with an energy storage device?  <b>Points= hours of energy storage at full solar array rated output</b>	
	Is the array on a waste landfill or land cleared through the MDE VCP Program?  <b>1 point if yes</b>	
	Will array output data be visible to the general public through an updating sign, display, dashboard, or internet website?  <b>1 point for yes</b>	
	Is the array on a building rooftop within a city or town?  <b>1.5 points for yes</b>	
<b>C. Required Documentation</b>		
	Is the Subscriber Organization in Good Standing in Maryland?	YES/NO
	Subscriber Organization's IRS Form W-9 provided?	YES/NO
	Google Earth (or equivalent) map showing the location of the site provided?	YES/NO
	Documentation showing expected energy production provided?	YES/NO
	Timeline provided?	YES/NO

	Documentation showing the last 12 months of Residential Community Solar Energy Generation (CSEG) Credit Rate for the utility service area.	YES/NO
	Cover letter provided indicating guaranty of savings over 20 years and the form of incentive (i.e., base rate plus escalator or constant savings below CESGS credit rate)?	YES/NO
	Evidence that the applicant has control of the proposed site for at least 20 years after the solar system is expected to be complete.	YES/NO
<b>D. Total Points</b>		
	Total Points from Section B	_____ points
<b>E. Additional Comments</b>		
	Include additional comments such as (geographic diversity, ability to be seen from highway, etc.), and anything else you think worthy of note.	:
<b>F. Your Recommendation</b>		
	Award, don't award, need more information, etc.	NOTE:

<b>Date Reviewed</b>	
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**FY25 Community Solar LMI-PPA Grant Program  
Funding Opportunity Announcement  
Appendix 3: AOI 3 Application Review Checklist**

The following checklist will be used to evaluate all FY25 Community Solar LMI-PPA Grant Program AOI 3 projects (“AOI 3 Application Review Checklist”). A copy of the AOI 3 Application Review Checklist is also available on the [FY25 Community Solar LMI-PPA Grant Program webpage](#)<sup>21</sup>.

		FY25 Community Solar LMI-PPA Grant Program	
		AOI-3	
		APPLICATION	REVIEW CHECK LIST (INTERNAL)
<b>A. Applicant and Project Eligibility</b>			
	PROJECT NAME		
	LANDFILL NAME		
	Application is filled out completely with all required dates and signatures?	YES/NO	List Discrepancies
	Application was submitted by the deadline date	YES/NO	
	Is the project in Maryland and capacity <= 5MW-ac?	YES/NO	
	Does the Applicant have a Certificate of Good Standing from SDAT?	YES/NO	
	Does the Applicant have a Subscriber Organization Number from the PSC?	YES/NO	
	Does the project use a PPA financial model?	YES/NO	

<sup>21</sup> <https://energy.maryland.gov/residential/Pages/CommunitySolarLMI-PPA.aspx>

	Are the calculations of kWh-ac/kWh-dc reasonable/supported?	YES/NO
<b>B. Application Evaluation Criteria (from Notice of Grant Availability)</b>		
	Greenhouse Gas factor <b>Points = (cell B4 * cell A17)/(cell B13)<sup>22</sup></b>	
	Is the array combined with an energy storage device?  <b>Points= hours of energy storage at full solar array rated output</b>	
<b>C. Required Documentation</b>		
	Is the Subscriber Organization in Good Standing in Maryland?	YES/NO
	Subscriber Organization's IRS Form W-9 provided?	YES/NO
	Google Earth (or equivalent) map showing the location of the site provided?	YES/NO
	Site Plan (that also shows the site of interconnection)	YES/NO
	Documentation showing expected energy production provided?	YES/NO
	Timeline provided?	YES/NO
	Documentation showing the last 12 months of Residential Community Solar Energy Generation (CSEG) Credit Rate for the utility service area.	YES/NO
	Cover letter provided indicating guaranty of savings over 20 years and the form of incentive (i.e., base rate plus escalator or constant savings below CESGS credit rate)?	YES/NO

<sup>22</sup> Updated 19 December 2024.



	Evidence that the applicant has control of the proposed site for at least 20 years after the solar system is expected to be complete.	YES/NO
<b>D. Total Points</b>		
	Total Points from Section B	_____ points
<b>E. Additional Comments</b>		
	Include additional comments such as (geographic diversity, ability to be seen from highway, etc.), and anything else you think worthy of note.	:
<b>F. Your Recommendation</b>		
	Award, don't award, need more information, etc.	NOTE:

<b>Date Reviewed</b>	
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END OF APPENDIX 3.  
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