



FY25 Residential Clean Energy Rebate Program Application Submission Instructions

The following instructions explain how to successfully apply to the FY25 Maryland Energy Administration Residential Clean Energy Rebate Program. **Please be sure you read and follow each step carefully so that the Maryland Energy Administration receives your application.**

1. Go to the online electronic application portal. A link to the portal is provided in the "Application Portal" section on the [Program webpage](#)¹.
2. Carefully read the instructions on each page of the portal. Be sure that you submit all applicable information requested by the portal.
3. **IMPORTANT - Signature Sheet:** The Applicant will receive a no-reply email from no-reply@tylerapp.com that contains a **one-page form that the Applicant must complete, sign, and securely submit to MEA to complete the submission of their application package ("Signature Sheet")**. Please carefully review this Signature Sheet, provide the requested information, sign it, and submit it to MEA either through U.S. Mail, OR you can submit it over a secure email by requesting a secure email link from the R-CERP Rebate Administration Team. To request this link, please send an email to CERP.MEA@Maryland.gov, and include your **first AND last name, zip code, and email address** in the body of the email. **DO NOT** send your signature sheet over regular email. You must use the secure link provided by MEA.
4. MEA will process each application **in the order that each signature sheet is received**. An application is not considered fully-submitted until MEA receives the complete and signed signature sheet. **FAILURE TO SUBMIT YOUR SIGNATURE SHEET WILL RESULT IN CANCELLATION OF YOUR APPLICATION. NO EXCEPTIONS.** An Applicant whose application is canceled for this reason is free to reapply, so long as they meet the requirements of the R-CERP FOA.

¹ <https://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx>