



Funding Opportunity Announcement (“FOA”) FY25 Residential Clean Energy Rebate Program

****FINAL PROGRAM OFFERING****

NOTE 1: This is the final offering of the Maryland Energy Administration (“MEA”) Residential Clean Energy Rebate Program (“R-CERP”, “the Program”). Rebates for solar photovoltaic systems (inclusive of rooftop solar panel systems and solar shingles) will be available through the Program through November 2024. Grants for residential solar systems will be available under the upcoming Maryland Solar Access Program in early 2025. For more information on this new MEA funding opportunity, visit the [Maryland Solar Access webpage](#)¹.

NOTE 2: Geothermal heating and cooling incentives will continue to be available through the end of June 2025 under the upcoming FY25 Residential Geothermal Rebate Program. MEA anticipates that this program will become available in early 2025. MEA will provide information about this rebate program on the [R-CERP webpage](#)². Requirements are anticipated to be identical to the requirements under the R-CERP, as applicable. The R-CERP will no longer offer rebates for solar thermal (also known as “solar water heating”) systems due to very low demand.

NOTE 3: Application requirements have changed from prior fiscal years, because of the repeal of Code of Maryland Regulations (COMAR) 14.26.04 on April 15, 2024. Effective July 1, 2024, this program is covered by the new [Strategic Energy Investment Program regulations](#)³ (COMAR 14.26.02). Pay close attention to the requirements of this FOA to ensure that you have all the necessary information and supporting documents to submit an eligible application.

NOTE 4 (UPDATE TO FOA): Clarifying language added to supporting documentation to clarify that solar PV system applications must provide the utility’s permission to operate in addition to the interconnection agreement. Changes to the FOA are highlighted in green.

****A glossary of defined terms used in this FOA can be found in Appendix 1.****

Program

Description: The Maryland Energy Administration (“MEA”) [Residential Clean Energy Rebate Program](#)⁴ (“R-CERP”, “the Program”) provides rebates to Maryland homeowners for the installation of solar photovoltaic (“PV”) and geothermal heating and cooling systems (“GHC”).

¹ <https://energy.maryland.gov/residential/Pages/incentives/Maryland-Solar-Access-Program.aspx>

² <https://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx>

³ https://dsd.maryland.gov/MDRIssues/5026/Assembled.aspx#_Toc154140473

⁴ <https://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx>

**Type of
Rebate Program:**

Rebates are awarded on a first-come, first-served basis for complete and eligible applications.

**Application
Deadline:**

Each **complete and eligible R-CERP application must be submitted to MEA no later than 3:00 P.M. ET, November 30, 2024. No exceptions.** **Note:** Rebates for geothermal heating and cooling systems will still be available through the upcoming Residential Geothermal Rebate Program, which will open in early 2025. MEA anticipates that requirements will be identical to those of the existing R-CERP, as applicable. See **Note 2** on the first page of this FOA for more information.

**Eligible
Applicants:**

Maryland residents who have installed an eligible clean energy technology at a single-family home or townhouse located in Maryland. Multifamily properties do not qualify. See Appendix 1 for a more formal definition of “Applicant”. **This does not have to be the homeowner.** If the Applicant is not the homeowner, they must have an active and current residential lease agreement with the property owner, and must have explicit written, signed, and notarized permission from the property owner to install the system.

**Eligible
Technologies:**

Solar Photovoltaic (PV) Systems and **New Geothermal Heating and Cooling (GHC) Systems**. See Appendix 1: Glossary at the end of this FOA for formal definitions of these systems.

Note: A project will only receive one rebate per technology (i.e., Solar PV System or New GHC System) per address. A second application for the **same technology** at the installation property will not be approved.

Minimum System Size Requirements

Each eligible clean energy technology must respectively meet the following minimum system size requirement in the list below. Technologies are defined as they are defined in Appendix 1 to this FOA.

- **Solar PV System**
1.00 kilowatt of direct current (“kW-dc”)
- **New Geothermal Heating and Cooling System**
1.00 refrigerant ton (“RT”)

**Anticipated
Program Budget:**

\$2,000,000 is available from the [Strategic Energy Investment Fund](#)⁵ to fund eligible R-CERP rebate applications in FY25. **Note: Funding is not guaranteed for any application.**

Eligibility Criteria:

The following criteria **must be met** for a clean energy system to qualify for a rebate. No exceptions.

1. **Project Location:** The clean energy system **must be installed on a residential property in the State of Maryland**. A clean energy system that is installed on a boat, camper, trailer, or other mobile vehicle is ineligible to receive a residential clean energy rebate.
2. **Residence Ownership OR Permission to Install:** The residential structure and any associated land, if applicable, where the clean energy system is installed must be owned by the Applicant; **OR**, if not owned by the Applicant, the Applicant must have an active and current lease with the property owner, and **must provide a signed and notarized letter from property owner** that authorizes the Applicant to install the clean energy system on the property.
3. **Clean Energy System Ownership:** The Applicant must own the clean energy system.
 - a. A third-party-owned system (i.e., under a power purchase agreement (“PPA”), lease agreement, or other form of third-party ownership agreement) installed on a residential home is ineligible.

⁵ [https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-\(SEIF\)-.aspx](https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-(SEIF)-.aspx)

- b. A clean energy system that is purchased using a loan is permissible under this program.
4. **Complete Installation:** The clean energy system must be fully installed, and operational, and must have received permission to operate from the electric utility (as applicable). **Each Applicant, or their installation contractor, if the installation contractor is filling out the application on behalf of the Applicant, is responsible for ensuring that any applicable permits and final inspections are obtained and completed.** Each Applicant must contact their local permitting office for information on requirements. MEA does not regulate or enforce local permits, and we cannot provide assistance in obtaining them or information on requirements.
5. **Solar PV Only (not applicable for solar thermal and GHC):** A NABCEP-certified PV Installation Professional must have been involved in the design or installation of the solar PV system. **The NABCEP-certified PV Installation Professional's name, affiliation with the installer, and certification number must be provided on the application form where requested.**
6. **Paid-in-Full Balance:** The clean energy system must be paid-in-full at the time of application for a residential clean energy rebate. For the purposes of this rebate program, "paid-in-full" means that there is no outstanding balance due to the vendor or solar installer from the Applicant. This can be in the form of a cash payoff or loan financing. **Note:** "Loan financing" does not include a residential solar PV PPA or a residential solar PV system lease.
7. **Submission Time Limit:** A **complete and eligible** application for a residential clean energy rebate from this Program must be submitted to and received by MEA **within twelve (12) months** after the clean energy system has been installed, received any required final inspections, is operational, and has been given permission to operate by the local electric utility (as applicable). No exceptions.

8. **Complete Application:** A complete, accurate, and signed R-CERP application form with all required supporting documents defined in section 9 below must be submitted to MEA to constitute a formal application submission.
- a. For an application submitted via the electronic application portal (also known as the “e-APP portal”) to be considered complete, the Applicant must provide MEA with a **signed, complete signature sheet AND a signed, completed IRS Form W9.**
 - b. **Taxpayer Identification Number / Social Security Number Requirement:** Each Applicant **must** provide their taxpayer identification number / social security number in the designated place on the e-APP signature sheet (for electronic applications), or application form (for paper applications). **MEA IS NOT ABLE TO PROCESS ANY REBATE WITHOUT A CURRENT AND CORRECT TAXPAYER IDENTIFICATION NUMBER / SOCIAL SECURITY NUMBER. NO EXCEPTIONS.**
9. **Required Application Supporting Documents:** The following supporting documents **must be submitted** as part of an eligible Residential Clean Energy Rebate application:
- a. **Complete IRS Form W9:** Each Applicant must submit a current, complete, and signed IRS Form W9 - Request for Taxpayer Identification Number with their application. **This form is required to facilitate payment of a rebate if awarded.** The most up-to-date IRS Form W9, as well as instructions on how to complete it, can be obtained on the [IRS webpage](https://www.irs.gov/forms-pubs/about-form-w-9)⁶.
 - b. **Proof of Clean Energy System Ownership:** A copy of a paid-in-full invoice reflecting the showing that the balance of the clean energy system has been paid-in-full, OR a copy of a fully-executed financing agreement (signed by the Applicant and the financing provider)

⁶ <https://www.irs.gov/forms-pubs/about-form-w-9>

that shows the financed funds are for the balance of the clean energy system if a paid-in-full invoice is not available.

- c. **For solar PV and solar shingles only - Utility Interconnection Agreement AND Permission to Operate⁷**: A copy of (1) the fully-executed interconnection agreement (signed by the Applicant and the utility company) for the clean energy system, and (2) a copy of the utility permission to operate, or "PTO" document (email from the utility is permissible), that demonstrates the clean energy system has met all interconnection requirements of the electric utility company and has been given permission to operate by the electric utility company.
- d. **For Geothermal Heating and Cooling Systems only**: A photo of the installed HVAC equipment, **AND** a photo demonstrating the location of the new ground loops or wells.
- e. **For a property leased by the Applicant: Signed AND notarized** letter from the property owner that gives the Applicant explicit, written permission to install the clean energy system at the residential property.

Award Formula

The table below provides the eligible incentive amounts for each eligible clean energy technology.

Clean Energy Technology	Minimum System Capacity	Rebate Amount
Solar PV (Panels)	1.00 kW-dc*	\$1,000 Total
Solar PV (Shingles)	1.00 kW-dc	\$1,000 Total
New Geothermal Heating and Cooling**	1.00 ton***	\$3,000 Total

⁷ Clarifying language to specify that the Applicant must provide permission to operate, or "PTO" from the local electric utility, added August 12, 2024.

*kilowatts of direct current.

**The replacement of a pre-existing geothermal heat pump system is ineligible.

***Tons of refrigeration

Partial Awards: Partial awards will not be awarded under the Program.

**Evaluation
Process:**

Each R-CERP application will be evaluated for eligibility **in the order that it is received by MEA.** The evaluation consists of the following steps:

1. The application is received by MEA.
2. An MEA Rebate Administrator evaluates the application for eligibility.
3. If deemed eligible by the MEA Rebate Administrator review, the application is approved by the MEA program team and submitted for financial processing in the State of Maryland's payment system, while funding remains available. **Rebate recipients can generally expect to receive payment within four (4) to six (6) weeks after they are notified of the approval.** The [R-CERP webpage](#)⁸ will provide information regarding payment processing delays, as applicable.
4. If deemed ineligible by the MEA Rebate Administrator review, the Applicant will be notified via email and a physical letter delivered via U.S. Mail that the application is ineligible for a residential clean energy rebate. An Applicant whose application has been deemed ineligible may submit a written request via email or U.S. Mail **no later than fourteen (14) days after the date of the ineligible notification.** to reconsider the application if they believe that the ineligible determination was made in error, or if they can demonstrate eligibility with additional information that was not provided at the time of initial application. Any request for consideration is not guaranteed, will be considered on a case-by-case basis,

⁸ <https://energy.maryland.gov/residential/Pages/incentives/CleanEnergyGrants.aspx>

and is at the sole discretion of the MEA Division Director of Energy Programs.

**Missing
Information
Policy:**

Applications that are missing required information or documentation are placed on Standby, and the applicant and their installation contractor will be notified and asked to provide the missing information. **The applicant or their installation contractor must submit the missing information or documentation within fourteen (14) days after the date they are notified of the missing information or documentation by MEA.** The application will be canceled by MEA if the requested information or documentation is not received within that time frame. Applicants whose applications are canceled for this reason are free to reapply, so long as they meet all requirements of this FOA.

Note: Applications missing any required information or documentation will be considered based on the date that all necessary information is submitted to MEA.

Disclaimer:

The Maryland Energy Administration (“MEA”) is the sole authority on the Residential Clean Energy Rebate Program (“R-CERP”). Any claims made that are not reflected in this Funding Opportunity Announcement (“FOA”) by entities or organizations that are not MEA are not endorsed or enforced by MEA. Questions about R-CERP requirements should **only be directed to** MEA.

The following page provides instructions for submitting complete application packages to MEA.

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MEA R-CERP APPLICATION AND SIGNATURE SHEET SUBMISSION INSTRUCTIONS

Complete and signed application packages can be submitted to MEA using the online R-CERP Application Portal, accessible in the link below. Applicants are required to use the online application portal unless they are unable to access it. MEA has a paper application form that can be provided to Applicants upon request.

Applicants are permitted and encouraged to work with their installation contractor(s) to complete the R-CERP application package. Doing so will provide the best chance for Applicants to ensure that they have all the required information and documentation. **However, installation contractors ARE NOT PERMITTED to sign on behalf of their customers.** The residential homeowner Applicant must be the one to sign the application. Applications that are found to be signed by installation contractors on behalf of Applicants will be canceled.

1. Go to the online electronic application portal. A link to the portal is provided below.
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 **CERP.MEA@Maryland.gov** 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.

> > > CLICK HERE TO ACCESS THE R-CERP APPLICATION PORTAL <<<

If you are experiencing trouble with the link above, copy and paste the following URL into your browser: <https://egov.maryland.gov/mea/CleanEnergy/>

**MEA R-CERP SIGNATURE SHEET MAILING LOCATION
(ONLY IF NOT USING THE SECURE EMAIL LINK METHOD)**

**Maryland Energy Administration
Attn: R-CERP Rebate Administration Team
1800 Washington Boulevard, Suite 755
Baltimore, MD 21230**

To request a copy of a paper application, please send an email to CERP.MEA@Maryland.gov, or call 410.537.4000.

Program

Contacts: For questions about this FOA, or the MEA Residential Clean Energy Rebate Program in general, please email CERP.MEA@Maryland.gov or call 410.537.4000.

R-CERP Program Manager
Katie Cox
Email: CERP.MEA@Maryland.gov
Phone Number: 443.896.4319

Appendices

Appendix 1: Glossary of Terms

Appendix 2: FY25 R-CERP Application Signature Sheet (SAMPLE)

FY25 Maryland Residential Clean Energy Rebate Program

Appendix 1: Glossary of Terms

The following terms are used throughout this Funding Opportunity Announcement (“FOA”). Their meanings are as described below.

Applicant: A Maryland resident that has purchased and installed an eligible clean energy system as defined by this FOA on a Maryland residence that they own or lease, and has submitted an application to the Maryland Energy Administration Residential Clean Energy Rebate Program. **Note:** Each applicant that leases the property where their purchased eligible clean energy system is installed must provide a **signed and notarized** letter from the property owner that gives the applicant explicit written permission to make the modifications to the residential property that are necessary to safely and successfully install the eligible clean energy system.

Maryland Energy Administration (“MEA”): 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 Marylanders in a just and equitable manner. MEA provides incentives to 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.**

New Geothermal Heating and Cooling (GHC) System: An electrically-powered ground-source heat pump system, inclusive of necessary HVAC equipment and ground loops or wells, that serves as the primary heating and cooling system for the residential property. **Must include** the installation of **new** ground loops or wells. GHC systems that are installed as replacements for prior GHC systems, which make use of existing ground loops or wells, **do not qualify as a “New GHC System”**.

R-CERP: The Maryland Energy Administration Residential Clean Energy Rebate Program.

Solar Photovoltaic (PV) System: A clean energy system that is capable of converting energy from the sun into electricity using the photovoltaic effect, that is interconnected with the local electric utility distribution grid. Includes solar photovoltaic roof-mounted and ground-mounted panel systems and solar PV shingles. **Does not include** solar thermal systems, and **does not include** solar PV systems that are not interconnected with the local electric utility distribution grid (sometimes referred to as “islanded” systems).

Appendix 2: FY25 Residential Clean Energy Rebate Program Application Signature Sheet

****A COMPLETE AND SIGNED APPLICATION SIGNATURE SHEET IS REQUIRED TO CONSTITUTE A VALID APPLICATION TO THE FY25 RESIDENTIAL CLEAN ENERGY REBATE PROGRAM. NO EXCEPTIONS. ALL OTHER VERSIONS OF THE APPLICATION SIGNATURE SHEET ARE INVALID.****

Please complete the highlighted sections of this sheet and return via encrypted email

APPLICATION ID NUMBER	MEA Rebate Administrator Use Only
	Reviewer Name: _____ Date of Review: _____
AWARD NAME	
APPLICANT'S MAILING ADDRESS	

I affirm under penalties of law that: (1) A qualified clean energy system has been installed on the installation property specified below; (2) I am a legal resident of the State of Maryland; (3) I own the property for which I am applying, **OR** I have explicit, written permission from the property owner to install the qualified clean energy system; (4) I have complied with all state laws, local ordinances, and other legally binding requirements; (5) the contents of the application corresponding to the application identifying information above are true to the best of my knowledge, information, and belief; and (6) I have read and agreed to the terms outlined in the FY25 Maryland Energy Administration Residential Clean Energy Rebate Program Funding Opportunity Announcement.



Print Name: _____

Date: _____

SOCIAL SECURITY NUMBER

MEA Div. of Programs Approval

OFFICIAL USE ONLY				
D13	03	512SA	1298	25
AGENCY	FUND	PCA	SUB-OBJ	FY
SSN			AMOUNT	
MEA				
PM INIT	MEA INVOICE NO.		DATE RECEIVED	
MEA APPROVAL		FINANCIAL ADM APPROVAL		
DATE :				
POSTED :				