



Funding Opportunity Announcement (“FOA”)

FY26 Geothermal Rebate Program

Program Description:	The Maryland Energy Administration (MEA) Geothermal Rebate Program (“Program”) provides geothermal heating and cooling system (“GHC system”) rebates for Maryland residents on Maryland residential properties.
Type of Rebate Program:	Rebates are awarded on a non-competitive, first-come, first-served basis for complete and eligible applications.
Application Deadline:	Each complete and eligible Geothermal Rebate Program application must be submitted to MEA no later than Friday, February 27, 2026 or until the budget is exhausted . Issuance of a rebate by MEA cannot be assured if the Program Budget has been exhausted.
Eligible Applicants:	Maryland Residential Properties: A Maryland resident who has installed an eligible GHC system at a single-family home (including townhouses) in Maryland. Multifamily properties are not eligible. If the applicant is not the homeowner, they must have an active and current residential lease agreement with the homeowner and must have explicitly written, signed, and notarized permission from the homeowner to install the system.
Eligible GHC Systems:	An electrically-powered ground-source heat pump system, inclusive of necessary HVAC equipment and ground loops, pond loops, or vertically-drilled wells, serves as the primary heating and cooling system for the property. Must include the installation of new ground loops or wells. <u>A GHC system that is installed as a replacement for a prior GHC HVAC system, which makes use of existing ground loops or wells, does not qualify for this Program.</u>
	<p>Note 1: A project will only receive one rebate per installation address. A rebate for a second GHC system installation on the property will not be approved. If the capacity of a GHC system that has already received a rebate is increased, an additional rebate will not be issued</p>

to the system for the increase in capacity.

Note 2: A property that has received a geothermal heating and cooling rebate through the prior MEA Residential Clean Energy Rebate Program (R-CERP) or Commercial Clean Energy Rebate Program (C-CERP), as applicable, is not eligible to receive a geothermal rebate from the FY26 Geothermal Rebate Program.

Minimum System Size Requirements

New Geothermal Heating and Cooling Systems must exceed 1.00 refrigerant ton (approximately 12,000 BTU/hr or 3.51 kW) in size.

Anticipated Program Budget: MEA anticipates a budget of **\$150,000** from the [Strategic Energy Investment Fund](#)¹ for rebates under this Program.

Eligibility Criteria: The following criteria must be met for a GHC system to qualify for a rebate. No exceptions.

- 1. Project Location:** The GHC system must be installed on a property in the State of Maryland.
- 2. Maryland Authorized Business (Installation Contractors):** Any contractor installing a GHC system for which a rebate is sought under this Program must be incorporated or registered to do business in the State of Maryland; possess all licenses and certifications required by all applicable Federal, State, and local laws and regulations for the work being performed; and be in good standing with the Maryland State Department of Assessments and Taxation.
- 3. Maryland Historical Trust (MHT): A geothermal heating and cooling rebate will not be awarded for a project that creates an adverse impact on the historical significance of a property or district, as determined by the Maryland Historical Trust.**

Digging wells for geothermal heating and cooling systems has the potential to impact below-ground archaeological resources at historic properties or properties within historic areas.

¹ [https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-\(SEIF\)-.aspx](https://energy.maryland.gov/Pages/Strategic-Energy-Investment-Fund-(SEIF)-.aspx)

Applicants can visit [Maryland's Cultural Resource Information System \(MEDUSA\)](https://apps.mht.maryland.gov/medusa/)² to see if a property is recorded in the Maryland Inventory of Historic Properties, the National Register of Historic Places, or has a Maryland Historical Trust Preservation Easement; however, a property not being recorded on one of these lists does not guarantee eligibility. For a property that falls within these boundaries, pre-coordination with the Maryland Historical Trust (phone: 410-697-9591) or MEA's Historic Preservation Specialist, Fred Shoken (phone: 410-537-4083) or email to fred.shoken@maryland.gov, should be conducted before installing a geothermal heating and cooling system. For properties within historic areas, a diagram showing the location of the well field is required.

4. Property Ownership OR Permission to Install:

- a.** The residential structure and any associated land, if applicable, where the GHC 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 GHC system on the property.

5. GHC System Ownership: The applicant must own the GHC system. A GHC system that is purchased using a loan is permissible under this program.

6. Complete Installation: The GHC system must be fully installed, have received all necessary permits and inspections required by all applicable authorities having jurisdiction, and be operational. Each rebate applicant, or their installation contractor, if the installation contractor is filling out the application on behalf of the rebate applicant, is responsible for ensuring that any applicable permits and final inspections are obtained and completed. Each rebate applicant must contact their local permitting office for information on requirements.

² <https://apps.mht.maryland.gov/medusa/>

MEA does not regulate or enforce local permits, and we cannot provide assistance in obtaining them or information on requirements.

7. **Paid-in-Full Balance:** The GHC system must be paid-in-full at the time of application for a geothermal heating and cooling rebate. For this rebate program, “paid-in-full” means that there is no outstanding balance due to the vendor from the rebate applicant. This includes the GHC system being paid off by the applicant directly, or with a loan.
8. **Submission Time Limit: Complete and eligible** applications for a GHC system must be submitted to MEA within twelve (12) months of the geothermal heating and cooling system installation; GHC system installations from more than twelve (12) months ago will not be accepted. All applications need to be submitted to MEA by the FY26 Geothermal Rebate Program deadline of **Friday, February 27, 2026**.
9. **Complete Application:** A complete, accurate, and signed Geothermal Rebate Program application form, with all required supporting documents defined in section 10, “Required Application Supporting Documents”, below must be submitted to MEA to constitute a formal application submission.
 - a. **Taxpayer Identification Number / Social Security Number Requirement:** Each Applicant must provide their taxpayer identification number / social security number in the designated place on the application signature sheet . MEA IS NOT ABLE TO PROCESS ANY REBATE WITHOUT A CURRENT AND CORRECT TAXPAYER IDENTIFICATION NUMBER / SOCIAL SECURITY NUMBER. NO EXCEPTIONS.
10. **Required Application Supporting Documents:** The following supporting documents **must be submitted** as part of an eligible Geothermal Rebate Program application:
 - a. **Proof of Geothermal System Ownership:** A copy of a paid-in-full invoice reflecting that the balance of the GHC system has been paid-in-full (cash payoff), OR a

copy of a fully-executed financing agreement (signed by the rebate applicant and the financing provider) for the total balance of the GHC system.

- b. Final Inspection Documentation:** Documentation of passed final inspection for all permits required by the County or Municipality (your local permitting office) must be provided. Acceptable documentation includes photos or copies of final inspection stickers, copies of inspection reports, copies of certificates of use and occupancy, and printouts from online permit inquiry systems provided by County or local permitting authorities. Rebate applicants are responsible for contacting the local permitting office for the jurisdiction where the project will be built to understand permitting requirements. MEA does not enforce local permitting, and we do not gather this information on behalf of rebate applicants.
- c. 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 GHC system at the property.
- d. MEA Signature Sheet:** A completed signature sheet is required for every residential application. A blank copy of the signature sheet can be found in the “Program Documents” section of the [Geothermal Rebate Program webpage](#)³, [Appendix 2](#) of this document, and at the end of the Jotform online application. Each applicant must provide their taxpayer identification number / social security number in the designated place on the FY26 Geothermal Program signature sheet. MEA is not able to process any rebate without a current and correct taxpayer identification number / social security number. No exceptions.
- e. IRS W9 Form (Request for Taxpayer Identification and Certification):**

³ <https://energy.maryland.gov/residential/Pages/incentives/Geothermal-Rebate-Program.aspx>

- Applicants must submit an IRS W-9 form with their signature sheet via the secure encrypted email . The applicant name listed on the W-9 form should be the same as how the applicant's name would be listed on an income tax return (e.g., no nicknames, no abbreviated names).
- The mailing address and the taxpayer identification number on the W-9 must be identical to the information on the application.
- In the event of a variation between the application and a W-9 form, or the W-9 and existing information in the state's financial system, MEA may ask the applicant to resubmit an updated W-9 form or, for residential applicants, additional supporting documentation verifying identity (e.g., a copy of the applicant's driver's license). The processing of the application will not be possible until the revised W9 form is received by MEA. Failure to submit a W-9 within the requested time frame will result in MEA canceling the application.

Award Formula: **Maryland Residential Properties:** \$3,000 for a new GHC system.

Partial Rebates: Partial rebates will not be awarded under the Program.

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

1. **Application Received:** The application is received by MEA.
2. **Completeness and Accuracy Review:** The application is reviewed by MEA for completeness, accuracy, and eligibility.
 - If an application is deemed incomplete, it will be handled using the *Missing Information Policy* outlined below.
3. **Historic Preservation Review:** If found to satisfy the criteria in the Eligibility Review, the application is sent for MEA historical

preservation review. In some circumstances, MEA can exempt the project from further historical review; if not, it is sent to the Maryland Historical Trust for a recommendation. If the project does not have an “adverse effect” on historical property, it is moved forward.

4. **Application Approval:** If deemed complete and eligible by the MEA Rebate Administrator review and the Historic Preservation 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.

Application Denial: If deemed ineligible, the Applicant will be notified the application is ineligible for a geothermal heating and cooling rebate.

Missing Information Policy:

An application that is missing required information, or has documentation is not complete, will be placed on Standby. The rebate applicant and their installation contractor will be notified and asked to provide the missing information. The rebate applicant, or their installation contractor, must submit the missing information or documentation within fourteen (14) calendar days after the date they are notified of the missing information or documentation by MEA. The rebate applicant is ultimately responsible for submission of the missing information within the required time. 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 may reapply, but MEA can only consider such an application if it has been resubmitted before the application deadline and funding remains available in the program.

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

Regulations:

The Program is 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 defined by COMAR 14.26.02.

*To access these regulations, click [here](#)⁴ and use the sidebar “Regulations by Title” to navigate to: 14 - Independent Agencies → 26 - MARYLAND ENERGY ADMINISTRATION → 02 - Maryland Strategic Energy Investment Program.

Application Submission Instructions:

The details of each GHC system rebate application must first be submitted electronically through MEA’s online application portal. A second document (“Signature Sheet”) with social security information required for payment must then be submitted via an encrypted email. See **Appendix 1: Application Submission Instructions** for full instructions.

Social security information is NOT to be entered into the Jotform portion of the application.

Disclaimer:

Use of Personal Information:

In accordance with Section 4-501(c)(3) of the General Provisions Article of the Annotated Code of Maryland, MEA is required to advise Applicants of the following:

- A. The information being requested by the Application is necessary to document the completion of the project and to ensure installation of a qualifying system.
- B. Failure to provide all required information will result in cancellation of a rebate application.
- C. Upon submission for payment, some of this information will be provided to other agencies of the State to process the payment of the rebate.
- D. The rebate recipient’s name, and rebate awarded amount may be publicly accessible on our annual SEIF Report
- E. Unless otherwise provided by law or court order, portions of the information provided by an applicant may be subject to disclosure upon request for inspection under Maryland’s Public Information Act by any party. To the extent permitted by law, personal information will not be disclosed except for the purpose of processing a rebate application.
- F. As set forth in Section 4-502 of the General Provisions Article, an applicant has the right to inspect, amend, or correct a personal record as maintained by the Geothermal Rebate Program.

⁴ <https://dsd.maryland.gov/Pages/COMARSearch.aspx>

Appendix 1: FY26 Geothermal Program Application Directions

Applicants are encouraged to work with their installation contractor(s) to collect the materials required for the Geothermal Rebate Program application package. **However, installation contractors are not permitted to sign on behalf of their customers. The residential homeowner Applicant must sign the application.** Applications found to be signed by installation contractors on behalf of the Applicants will be canceled.

1. Go to the online electronic application Jotform 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. Request the Virtru encrypted email for the Signature Sheet and W-9 submission

DO NOT SUBMIT SOCIAL SECURITY INFORMATION THROUGH THE JOT FORM APPLICATION, OR VIA AN UNENCRYPTED EMAIL. THIS INFORMATION WILL BE SUBMITTED SEPARATELY THROUGH A SECURE EMAIL AS DESCRIBED BELOW.

- 3a. Please request a secure Virtru Encrypted Email from MEA by emailing geothermal.mea@maryland.gov from your device and identifying that you wish to submit a secure application.
- 3b. Once you have received the Virtru-encrypted email from geothermal.mea@maryland.gov, please attach the completed and signed signature sheet and the [W9 form](#) to the encrypted email.
4. MEA will process each application in the order it is submitted. *Residential applications are not complete until MEA receives the complete and signed signature sheet. Failure to submit your signature sheet will result in the cancellation of a residential application.*

[Residential Application Portal](https://form.jotform.com/meachpy/geo-resi)⁵

⁵ <https://form.jotform.com/meachpy/geo-resi>

Appendix 2: FY26 Geothermal Rebate Program Application Signature Sheet

A completed application must include a completed signature sheet and IRS W9 form. MEA cannot approve an application without an appropriately submitted signature sheet. Please fill in the information below and request a **VIRTRU ENCRYPTED** email from geothermal.mea@maryland.gov for submission.

Award Name (Last Name, First Name – GEO)	MEA Rebate Administrator Use Only
	Reviewer Name:
Application Mailing Address	Date of Review:

I affirm under penalties of law that: (1) A qualified geothermal heating and cooling 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 an active residential lease agreement and explicit, written, and notarized 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, including all necessary permits and inspections required for this geothermal system(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 FY26 Maryland Energy Administration Residential Clean Energy Rebate Program Funding Opportunity Announcement.

Resident Fill Out Below:		Maryland Energy Administration Fill Out Below:				
Signature (Legal Name):		MEA Official Use Only				
D13	03	512SA	1298	26		
Agency	Fund	PCA	Sub-Obj	FY		
Social Security Number		Amount				
MEA Program Team Use Below		MEA Approval:				
MEA Approval		<p>Financial Admin Approval :</p> <p>Date: _____</p> <p>Posted: _____</p>				