TOWN OF WASHINGTON GROVE

Renewable Energy Conversion
Incentives Program
Application Form

Resolution 2026-04 · Effective May 18, 2026

The goal of the Renewable Energy Conversion Incentive Program is to reduce Washington Grove's carbon footprint by motivating residents to purchase heat pumps and electric vehicles along with electricity from renewable sources.

Check the box for your chosen rebate case, supply all required documentation, sign, and date this form. Submit to the Town Administrator. Direct questions to the Sustainability Committee.

All rebates are 10% of the verified system or vehicle cost, up to the maximum shown for each case.

CASE I — Oil / Propane / Methane → Heat Pump with Electric Backup + Renewable Electricity — Up to $1,500

☐ I am applying for the **Case I** rebate.

Eligibility: House uses oil, natural gas, and/or propane as primary heating.

Requirements (both must be met):

- Installation of an **Energy Star** cold-climate heat pump system or (standard) heat pump system (including geothermal) *with electric backup*; AND
- Residential electricity supplied by a **Community Solar Energy** provider or another provider of **at least 90% renewable electricity**.

Required Documentation:

- Invoice / proof of purchase of heat pump system including Energy Star certification;
- Proof of required Montgomery County final mechanical or electrical inspection (where applicable); AND
- Billing statement, contract, or other official document proving conversion to at least 90% renewable electricity.

CASE II — Upgrade Existing Heat Pump OR Convert Backup to Electric + Renewable Electricity — Up to $1,000

☐ I am applying for the **Case II** rebate.

Eligibility: House has an existing stationary combustion backup system *and/or* one or more heat pumps.

Requirements (both must be met):

- Residential electricity from a Community Solar Energy or ≥90% renewable provider; AND
- Either (a) or (b):
  - (a) Conversion of the existing backup system to electric resistance heat; OR
  - (b) Heat pump upgrade to an Energy Star system (incl. geothermal and cold-climate) that eliminates any fossil fuel backup.

Required Documentation:

- Invoice / proof of purchase including efficiency specifications (Energy Star);
- Proof of required county inspection (if applicable); AND
- Billing statement or contract proving conversion to at least 90% renewable electricity.

CASE III — Install New Heat Pump — Retaining Existing Fossil Fuel or Resistance Heat as Backup — Up to $750

☐ I am applying for the **Case III** rebate.

Eligibility: House has an existing fossil-fuel or resistance heat system that will remain as backup (no new fossil-fuel backup may be installed).

Requirements (both must be met):

- Installation of an **Energy Star** heat pump system (including geothermal and cold-climate); *AND*
- Residential electricity from a Community Solar Energy or ≥90% renewable provider.

Note: The existing backup system must be pre-existing; installation of a new fossil-fuel backup disqualifies this case.

Required Documentation:

- Invoice / proof of purchase with Energy Star efficiency documentation;
- Proof of required county inspection (if applicable); AND
- Billing statement or contract proving conversion to at least 90% renewable electricity.

CASE IV — Purchase or Lease of an Electric Vehicle + Renewable Electricity — Up to $1,500

☐ I am applying for the **Case IV** rebate.

Requirements (both must be met):

- Purchase or lease (minimum 3 years) of a **100% electric EV** or a **plug-in hybrid EV** with a battery of at least **4 kWh** (Maryland EV rebate minimum); *AND*
- Residential electricity from a Community Solar Energy or ≥90% renewable provider.

Vehicle must be purchased/leased and used primarily by a town resident. For leases, the rebate is based on the nominal vehicle value shown on the lease documents.

Required Documentation:

- Invoice / proof of purchase or lease agreement for EV, including battery size; AND
- Billing statement, contract, or official document proving conversion to at least 90% renewable electricity.

Notes

Copies	Copies of original documents are acceptable documentation.
Invoices	Invoices must indicate the system/EV was paid for by a town resident and will be used in Washington Grove.
HP Specs	Heat pump systems must be Energy Star Certified (SEER2 ≥ 16, EER2 ≥ 11, HSPF2 ≥ 8) or be certified as a cold-climate heat pump; minimum 1 ton capacity.
Filing Deadline	Applications must be filed within one year of the qualification date unless an extension is granted.
Retroactive Review	Applications previously denied solely for failing to meet the prior sole-source requirement may request retroactive review under the updated Case I / II conditions.

Applicant Information

Name of individual requesting rebate:

Physical Washington Grove address (not PO Box):

Consent Questions

Answering these questions is **not required** for a successful application.

1. Will you permit the Sustainability Committee to make your **name and specific upgrade** publicly available? (All other personally identifiable information will remain private.) ☐ **Yes** ☐ **No**

2. Will you permit the Sustainability Committee to use your **electricity usage data** for CO2 modeling? All individual household data will remain private; only aggregate consumption reports will be made public. ☐ **Yes** ☐ **No**

Signature and Certification

By signing below, I certify that the information provided in this application is accurate and complete, that the installation or purchase described occurred after July 1, 2023, and that I am a Washington Grove resident applying for my own household.

Signature: _____ **Date:** _____

For Official Use

Date Received by Town Administrator / Sustainability Committee: _____

Receiving Official: _____ **Signature:** _____