**Wes Moore, Governor**

**Aruna Miller, Lt. Governor**

**Paul G. Pinsky, Director**

**FY24 Resilient Maryland Program  
Area of Interest 1: Preconstruction Planning**Proposal (Required)

|  |  |
| --- | --- |
| **APPLICANT NAME:** |  |
| **POINT OF CONTACT: *(Include email and phone)*** |  |
| **CATEGORY: *(Check one)*** | ☐ Category 1 (Microgrid) ☐ Category 2 (Resiliency Hub) ☐ Category 3 (Resilient Facility Power System) |

**Instructions:** Each applicant to the FY24 Resilient Maryland Program, Area of Interest (“AOI”) 1: Preconstruction Planning must complete this MEA Resilient Maryland AOI 1 Project Proposal. A proposal submitted that does not use this template will not be considered. An applicant whose application is rejected for this reason is eligible to reapply using the MEA Resilient Maryland AOI 1 Project Proposal template, so long as it is submitted by the **March 14, 2024[[1]](#footnote-1),** deadline specified in the FY24 Resilient Maryland AOI 1 Funding Opportunity Announcement (FOA). Proposal length is limited to **no more than 10 pages** (not counting this instruction page). Please fill out each section below in its entirety. Failure to provide the requested information will negatively impact scoring by the Evaluation Team. The proposal is divided into the following sections:

**\*\*FORMATTING REQUIREMENTS\*\***

**Times New Roman Font**

**12pt Font Size**

**Single or double-spaced**

**Label any graphics or tables**

1. **Executive Summary**
2. **Applicant Description**
3. **Existing Facility Conditions**
4. **Project Summary**
5. **Evaluation Criteria**
6. **Project Planning Committee**
7. **Conclusion and Additional Information**

A successful proposal will provide all information requested in a concise, organized manner. **Do not respond to any section with “see attached.”** MEA **will not review** any attachments other than those required by the FOA. Ensure any tables or figures are clear and legible. Please avoid overuse of adjectives and run-on sentences. Ensure that any graphics or tables used are clear and legible.

**Section 1: Executive Summary***Provide an Executive Summary in the box below.* ***Do not exceed 1 page.*** *Tip: Save this for last.*

**STOP**

***Executive Summary is limited to one (1) page.***

**Section 2: Applicant Description***Provide a description of the applicant. Include its full name, mission, activities, and any other information you feel is important to mention.* ***Do not exceed one (1) page.***

**STOP**

***Applicant Description is limited to one (1) page.***

**Section 3: Existing Facility Conditions***Provide a description of the project site. You* ***must include*** *the following, at minimum: street address, description of the facility or facilities including type and uses, annual electricity consumption, annual water consumption, annual fuel consumption (if applicable), and state of its energy infrastructure, including, as applicable: connection to the utility; transformers; HVAC system; lighting, water system(s); systems that consume fuel;, state of building weatherization and insulation; and a summary of the electric loads.* ***Do not exceed two (2) pages.***

**STOP**

***Existing Facility Conditions is limited to two (2) pages.***

**Section 4: Project Summary***Provide a summary of the proposed Resilient Maryland AOI 1 project. Clearly explain the reasoning for the decision to pursue a microgrid, resiliency hub, or resilient facility power system. Be sure to discuss the technologies that are desired (e.g., solar PV, battery storage, thermal storage, wind, etc.).*

**Section 5: Evaluation Criteria***All five (5) Evaluation Criteria as established in the FOA are listed in the box below. Clearly explain how the proposed microgrid, resiliency hub, or resilient facility power system meet each. Refer to the FOA for Evaluation Criteria descriptions. Point values are provided with each criterion. Expand the box as needed.*

**Value Proposition – Four (4) Possible Points**

**Greenhouse Gas Reduction – Four (4) Possible Points**

**Equity – Four (4) Possible Points**

**Resilience Capability – Three (3) Possible Points**

**Creative Solutions – One (1) Possible Point**

**Section 6: Project Planning Committee***List each known member of the Project Planning Committee below. Provide name, title, organization, email address, and phone number.* ***Remember:*** *Electric utility representation is highly desired, and an applicant must demonstrate that they attempted to engage the electric utility.*

**Section 7: Conclusion and Additional Information***Provide a brief conclusion. Summarize the important points and provide any additional information that you feel is important for the Resilient Maryland Program Manager and Evaluation Team to know.*

**STOP**

***Conclusion and Additional Information is limited to one (1) page.***

1. *Extended from February 15, 2024, to March 14, 2024, on January 16, 2024.* [↑](#footnote-ref-1)