



City of District Heights Energy Efficiency Program
50/50 Matching Grant Terms

The District Heights Energy Efficiency Program is providing assistance to homeowners of single family and attached houses, through a variety of financing options. Diverse financing options allow funding to expand to a variety of income levels, and give DHEEP the opportunity to make a greater community-wide environmental impact. 50/50 Matching Grants are made available to city residents who do not qualify under the low-income criteria. Funding assistance will be available for energy efficient home retrofits with the purpose of improving energy performance, comfort, durability, healthiness and safety of existing qualified homes in the incorporated City of District Heights limits. In addition, the District Heights Energy Efficiency Program is designed to increase energy-efficiency and provide energy-use education to qualified city residents.

50/50 Matching Grant Income Eligibility

Prince George's County, FY 2010 Income Limit Area									
Area Median Income: \$103,500									
Eligibility	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
50/50 Match grant	Moderate Income Limits (any income greater than or equal to³)	\$45,100	\$51,550	\$58,000	\$64,400	\$69,600	\$74,750	\$79,900	\$85,050
NOTE: (1) Prince George's County is part of the Washington-Arlington-Alexandria, DC-VA-MD HUD Metro The Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area contains the following areas: District of Columbia, DC ; Calvert County, MD ; Charles County, MD ; Frederick County, MD ; Montgomery County, MD ; Prince George's County, MD ; Arlington County, VA ; Clarke County, VA ; Fairfax County, VA ; Fauquier County, VA ; Loudoun County, VA ; Prince William County, VA ; Spotsylvania County, VA ; Stafford County, VA ; Alexandria city, VA ; Fairfax city, VA ; Falls Church city, VA ; Fredericksburg city, VA ; Manassas city, VA ; and Manassas Park city,VA .									
(2) Income Limit areas are based on FY 2010 Fair Market Rent (FMR) areas. For a detailed account of how this area is derived please see our associated FY 2010 Fair Market Rent documentation									
(3) The basis for eligibility of funds for both the 50/50 Match and the Homeowner Foreclosure Incentive grant is based highly on income; the lower the income the better the chances for eligibility; however all "Basic Criteria" will be evaluated to make the "best" final determination									
(4) " > " means "greater than" the listed income in the table									



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Revised: February 2011

1. Proof of Income

- Homeowner must provide proof of income history to help DHEEP determine homeowner's ability to provide match;
- Income history of 3 months will be required;
- Copies of W-2, paystubs and/or social security benefits are acceptable;
- Copies of Bank statements clearly indicating the amount of match available in the account; Bank statements must include all names of applicants one each statement up to 3 months from the time the application is submitted.

2. Once the application has been submitted with all required documentation, the application will be reviewed for eligibility.

3. If qualified under 50/50 matching grant, 50% percent of the work will be covered by the City of District Heights, and the other 50 % covered by the homeowner. Below you will find an outline of the payment process and detailed breakdown of the "50/50 match grant" project protocol.

a. Payment process

Step 1: 50% of the cost for the Home Energy Audit and Direct Install kit

The auditor will start the process by completing a comprehensive home energy audit, and install basic direct install measures (also known as "the direct install kit"). The homeowner will be required to submit a certified check, cash or money order, in the 50 percent matching amount of **\$240.00**.

Note: If all of the \$240 is not used on the audit & Direct Install kit, the balance will be held and applied to the cost of Installing the Measures. The homeowner will be notified if their entire 50% match for Step 1 is not used.

Step 2: 50% of approved measures

Upon the completion of the home energy audit and homeowner education session, the auditor will complete a final audit report and final cost proposal, outlining the findings and recommendations for energy efficient measures for your home. The auditor will develop a final scope of prioritized measures and associated project costs. With both the homeowner and DHEEP approval of the final measures and cost (note: DHEEP makes final approval), the homeowner will then be required to submit



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another certified check, cash, or money order, equal to 50 percent of the total project cost, to DHEEP, at a minimum of 2 weeks prior to installing the approved measures.

4. The applicant will also be required to sign the *50/50 Matching Grant Application Authenticity Statement* that will serve as the binding agreement that the applicant agrees to pay the 50% match in full, prior to DHEEP contributing our 50% match. **Please read the *50/50 Matching Grant Application Authenticity Statement* for the rules on submitting falsified information.**
5. Once 50% match has been received Standard Energy Solutions will contact you directly to schedule your energy audit. The contractor will be contacting you to schedule your home energy audit. **Important: In order for the contractor to move forward, we will need your 50% match, prior to work being performed. DHEEP will give you 2 weeks from the receipt of the letter notification to submit your 50% match. If homeowner anticipates 2 weeks to be an issue, the homeowner should contact DHEEP immediately.**
6. Upon completion of the work, the contractor will submit a final invoice for payment, including inspection approval forms to DHEEP, for final project approval and payment. The city will process the 50% match from the homeowner and combine it with DHEEP's 50% matching contribution, and will issue full payment to the contractor for the total cost of the work completed.



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**50/50 Matching Grant
Application
Authenticity Statement**

PLEASE PRINT FORM. AN ORIGINAL SIGNATURE WILL ONLY BE ACCEPTED.

I certify that I have read and understand the 50/50 Matching Grant Terms and Guidelines. I also certify that all information provided to DHEEP to determine my eligibility for the 50/50 Matching Grant is true; I understand that any false statements will nullify this application. If false information is found, I, the owner will be liable for all project costs and legal fees associated with this application. I give the City of District Heights permission to verify this information. I also agree to comply with the provisions set forth in the District Heights Energy Efficiency Program Basic Application.

Printed Name: _____

Signature: _____

Date: _____

Sworn to and subscribed before me this _____ day of _____ 201____.

My commission expires _____

Notary Public Signature _____ Seal: