

RESIDENTIAL ENERGY EFFICIENCY MATCHING GRANT

PROGRAM GUIDELINES

I. WHAT IS IT?

The Village of Oak Park's Energy Efficiency Matching Grant Program was established to incentivize residents to reduce their home's consumption of energy. The Village of Oak Park intends to use recently allocated sustainability funds to administer this program. The program intends to offset a portion of the expense that a homeowner will incur to reduce energy consumption. Eligible homeowners may qualify for the program by providing proof of permanent ownership of the property and energy upgrades completed. The program was established to provide financial assistance to homeowners who may qualify for a Grant of the cost of energy efficiency improvements, up to a maximum of \$10,000.00.

II. HOW DOES THE PROGRAM WORK?

The Village will reimburse Owner(s)/Applicant(s) for items related to the conservation of energy by upgrading a dwelling unit's thermal protection, such as insulation, water-saving fixtures, and furnaces.

An Owner(s)/Applicant(s) may apply for a 50% reimbursement of the total cost of the installations up to a maximum of \$10,000 total cost under the Program for purposes of increasing building energy efficiency.

Each of the approaches has different costs, degrees of disruption, and levels of efficiencies. Note that the State of Illinois adopted the 2018 IECC International Energy Conservation Code, and the 2018 international building code ("IBC"), as published by the International Code Council and the 2018 international existing building code ("IEBC") that will be the guideline to reference for your contractor(s).

III. WHAT WORK IS COVERED UNDER THIS GRANT PROGRAM?

This Program covers energy efficiency installation measures. The following are **Eligible** costs that may be covered as part of this program:

1. Installation of insulation;
2. Installation of energy-efficient lighting, including automatic light sensors or timed light sensors;
3. Installation or upgrade of heating, venting, and air conditioning (HVAC) and high-efficiency shower/faucet upgrades, including thermostat upgrades;
4. Upgraded water heater;
5. Air sealing; and/or;
6. Installation of solar panels to provide an alternative energy source.

- Please reference the attached Village of Oak Park “Solar Panel Guidelines” to qualify for this component of the program.

The following are **Non-Eligible** costs that will not be covered by this program:

- Use of materials not meeting the requirements of the Village’s Specifications or Codes.

IV. WHO IS ELIGIBLE TO PARTICIPATE IN THIS PROGRAM?

This program is open to owner-occupied single-family homeowners. Single-family is defined as both traditional single-family homes as well as multi-family residences of 1-4 units where the owner occupies at least one unit. A property will be eligible for this program only once.

Applications will be received and awarded until the funds dedicated to this purpose have been expended.

Homeowners will be considered ineligible if:

- Any unpaid taxes or water bills or other debt is due to the Village.
- Any unpaid final judgments of liability from the office of Adjudication are due and owing.
- Any unpaid Village liens are on any property owned by the applicant, Homeowner is not current on any other Village obligations, or otherwise not in compliance with requirements of the Village Code.
- Property previously received a grant under this Program.

Eligibility of Village Employees

Otherwise eligible homeowners who are also Village Employees are eligible for the program in accordance with Article 25 of the Village’s Conflict of Interest and Ethics Ordinance.

Eligibility for Other Housing Programs

Participants in the Energy Efficiency Grant Program continue to be eligible for other Village Housing Programs provided they meet the eligibility criteria for those programs.

V. HOW DO I APPLY?

A. Steps

The following are the basic steps to take to participate in the Program:

1. Homeowners must schedule a free energy assessment with either ComEd or Nicor and be able to provide the final report of the energy upgrades as evidence of the decrease in the energy usage and costs.
2. Homeowners must complete an application and submit it to the Department of Development Customer Services (DCS).
3. All contractors must register with the Village to do work in accordance with Village codes.

B. Priority

Applications will be processed on a first-come, first-served basis. The program will expire when the Grant Funds are expended.

VI. PROGRAM MANAGEMENT

A. Application and Eligibility Review

- DCS will review the completed application with Village staff for an initial determination of eligibility.
- **Ineligibility**
If the homeowner is not eligible, DCS staff will notify the Homeowner of the reason for the ineligibility. If the reason for the ineligibility is due to an outstanding debt, judgment, or code compliance issue, the homeowner will be allowed to satisfy those obligations, come into compliance with the Village Code and re-apply. For purposes of determining priority, the homeowner's place in line will be based upon the date of reapplication.

B. Agreement

Upon approval of the application, the Homeowner will be required to sign a Grant Agreement substantially in conformance with the Agreement provided with this Program Document.

C. Building Permits

The homeowner must obtain Village of Oak Park permits if applicable. All work shall be performed in accordance with the Village's Codes and is responsible for all necessary inspections.

D. Payment of Requests for Reimbursement

Upon completion of the work, the Homeowner must submit proof that an energy assessment was performed by either ComEd or Nicor along with a Request for Reimbursement Form. The form must be accompanied by the following:

1. Copy of the homeowner's proof of payment to the contractor.
2. Certification from the contractor of the work performed.
3. Final inspection certifying that the work was completed within in all applicable codes.

Final payment will be made to the Homeowner.