

VILLAGE OF OAK PARK

RESIDENTIAL ENERGY EFFICIENCY MATCHING GRANT PROGRAM GUIDELINES

I. WHAT IS IT?

The Village of Oak Park's ("Village") Residential Energy Efficiency Matching Grant Program ("Program") was established to incentivize homeowners to reduce their home's energy consumption. The intent of the Program is to offset a portion of a homeowner's expense in installing energy efficiency upgrades. Eligible homeowners qualify for the Program by providing proof of permanent ownership of a property located in the Village and the completion of installed energy efficiency upgrades. The Program will provide financial assistance to homeowners who qualify for a grant for the cost of such improvements up to a maximum of \$10,000.00.

II. HOW DOES THE PROGRAM WORK?

The Village will reimburse a homeowner for items related to energy efficiency upgrades, such as insulation, water-saving fixtures, and energy efficient furnaces. A homeowner may apply for a 50% reimbursement of the total cost of an installation up to a maximum of \$10,000 total cost under the Program.

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") which will serve as references for a homeowner's contractor(s).

III. WHAT WORK IS COVERED UNDER THIS GRANT PROGRAM?

A. Eligible Costs. The Program covers energy efficiency installation measures. The following are eligible costs that may be covered under the 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), including geothermal installation, and high-efficiency shower/faucet upgrades, including thermostat upgrades;
4. Upgraded water heater;
5. Air sealing; or
6. Installation of solar panels to provide an alternative energy source. A homeowner must meet the Village's "Solar Panel Guidelines" to qualify for this component of the Program.

B. Materials. Use of materials not meeting the requirements of applicable laws, regulations and building codes shall not be covered by the Program.

IV. WHO IS ELIGIBLE TO PARTICIPATE IN THE PROGRAM?

A. Owner-Occupied Residences. The Program is open to owner-occupied single-family residences and multi-family residences of 1-4 units. A residence shall be eligible for the Program only one time.

B. Applications. Applications will be received and awarded until dedicated Program funds have been expended.

C. Ineligibility. A homeowner shall be ineligible for the Program if a homeowner:

1. Owes any unpaid taxes, water bills or other debt to the Village;
2. Has any unpaid final judgments of liability from the Village's Office of Adjudication;
3. Has any unpaid Village liens on any property owned by the homeowner;
4. Is not current on any other Village obligations, or otherwise is not in compliance with the requirements of the Oak Park Village Code; or
5. The homeowner's residence was the subject of a previously awarded grant under the Program.

D. Eligibility of Village Employees. Otherwise eligible homeowners who are also Village employees are eligible for the Program in accordance with Chapter 2 ("Administration"), Article 25 ("Conflict of Interest and Ethics") of the Oak Park Village Code.

E. Eligibility for Other Housing Programs. Participants in the Program shall be eligible for other Village housing programs provided they meet the eligibility criteria for those programs.

V. HOW DO I APPLY?

A. Steps. A homeowner must take the following steps to participate in the Program:

1. Schedule a free energy assessment with either ComEd or Nicor and be able to provide the final report of the energy upgrades installed as a result of the free energy assessment to show a decrease in the homeowner's energy usage and costs; and
2. Complete an application and submit it to the Village's Department of Development Customer Services ("DCS").

B. Contractors. All contractors must be eligible to perform work in the Village in accordance with applicable laws, codes and regulations.

C. Priority. Applications will be processed on a first-come, first-served basis. The Program will expire when all grant funds are expended.

VI. PROGRAM MANAGEMENT

A. Application and Eligibility Review. DCS will review a completed application with Village staff for an initial determination of eligibility.

B. Reason for Ineligibility. If a homeowner is not eligible, DCS staff will notify the homeowner of the reason for ineligibility. If the reason for ineligibility is due to an outstanding debt, judgment, or code compliance issue, the homeowner shall be eligible to re-apply after payment or compliance. For purposes of determining priority for a homeowner who was originally ineligible, the homeowner's place in line shall be based upon the reapplication date.

C. Agreement. Upon approval of an application, a homeowner shall be required to execute a grant agreement in a form provided by the Village.

D. Building Permits. A homeowner must obtain Village permits as applicable. All work shall be performed in accordance with Village laws, codes and regulations and shall be subject to Village inspection.

E. Payment of Requests for Reimbursement. Upon completion of any eligible work, a 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. A copy of the homeowner's proof of payment to a contractor(s);
2. Certification from the contractor(s) of the work performed; and
3. A final inspection report certifying that the work was completed in accordance with all applicable laws, codes and regulations.

F. Final Payment. Final payment will be made to the Homeowner upon an approved Reimbursement Form.