

VILLAGE OF OAK PARK

MULTI-FAMILY ENERGY EFFICIENCY MATCHING GRANT PROGRAM GUIDELINES

I. WHAT IS IT?

The Village of Oak Park's ("Village") Multi-family Energy Efficiency Matching Grant Program ("Program") was established to incentivize owner(s) to reduce their building energy consumption. The intent of the Program is to offset a portion of the owner's expense in installing energy efficiency upgrades. Eligible owner(s) 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 owner(s) 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 an owner(s) for items related to energy efficiency upgrades, such as insulation, water-saving fixtures, and energy efficient furnaces. An owner(s) 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 an owner'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;
6. Installation of energy efficient appliances; or
7. Installation of solar panels to provide an alternative energy source. An owner 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. Non-Owner-Occupied Multi-Family Residences. The Program is open to non-owner-occupied multi-family residences and multi-family rental buildings containing two or more apartments. Properties 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. An owner(s) shall be ineligible for the Program if the owner(s):

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 owner(s);
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 applicable property was the subject of a previously awarded grant under the Program.

D. Eligibility of Village Employees. Otherwise eligible owner(s) 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. An owner must take the following steps in order 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 owner'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 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 an owner(s) is not eligible, DCS staff will notify the owner(s) of the reason for ineligibility. If the reason for ineligibility is due to an outstanding debt, judgment, or code compliance issue, the owner(s) shall be eligible to re-apply after payment or compliance. For purposes of determining priority for an owner(s) who was originally ineligible, the owner's place in line shall be based upon the reapplication date.

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

D. Building Permit. An owner(s) 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, an owner(s) 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 free energy assessment with either ComEd or Nicor will be scheduled and a final report provided of the energy upgrades installed as a result of the free energy assessment to show a decrease in the owner's energy usage and costs; and
2. A completed application submitted to the Village's Department of Development Customer Services ("DCS").

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

G. Final Payment. Final payment will be made to the owner(s) upon an approved Reimbursement Form.