



2024 RESIDENTIAL SUSTAINABILITY GRANT PROGRAM APPLICATION

CITY OF MERRIAM-COMMUNITY DEVELOPMENT DEPARTMENT

9001 W. 62nd St., Merriam, KS 66202-2815

Phone (913) 322-5520 Fax (913)322-5505



REIMBURSEMENT WILL NOT BE MADE FOR PROJECTS STARTED PRIOR TO CITY APPROVAL

Project Address:			
Owner's Name:			
Owner's Address:			
City/State/Zip:			
Phone Number:			
Email Address:			
Single Family Residential <input type="checkbox"/>		Two Family Residential (Duplex) <input type="checkbox"/>	Other <input type="checkbox"/>
Description of energy efficiency improvements (Attach additional pages if needed or use back of form):			
Have you participated in prior Grant Programs Yes <input type="checkbox"/> No <input type="checkbox"/>			
Estimated Cost of Improvements:			
Estimated Completion Date:			
Provide the following documentation:			
Property site plan (if applicable) <input type="checkbox"/>		Contractor Estimate (if applicable) <input type="checkbox"/>	
Valid property insurance <input type="checkbox"/>		Construction plans (if applicable) <input type="checkbox"/>	
<i>By signing below, I understand the project must be completed within 120 days of the application approval date. If the project is not finished within that time, reimbursement may not occur. Additionally, I understand that this is a City program and all application and project information may be subject to Kansas open records laws.</i>			
<i>I also understand that by participating in the Residential Sustainability Grant Program, I give my consent for City staff to enter my property to make inspections related to the program and that photos taken of my property can be used in City promotional materials including, but not limited to, City website, emails, newsletters, brochures, etc.</i>			
<i>Reimbursement amount will be based on submitted project receipts.</i>			
Owner's Signature:		Date:	
FOR CITY OFFICE USE BELOW			
Before		After	
Submittal Date		Work completed <input type="checkbox"/>	
Funding available <input type="checkbox"/>		Improvements meet city/building code <input type="checkbox"/>	
Improvements eligible <input type="checkbox"/>		After pictures <input type="checkbox"/>	
Real estate taxes current <input type="checkbox"/>		Receipts Total <input type="checkbox"/>	
Valid home insurance <input type="checkbox"/>		Completed W-9 <input type="checkbox"/>	
Building permit required <input type="checkbox"/>		NOTES: Total Reimbursement: _____ 30% of _____ 10/27/2023	
Building permit issued <input type="checkbox"/>			
Rental License current <input type="checkbox"/>			
Before Pictures <input type="checkbox"/>			
Estimated reimbursement amount:			
Application approval date:		Approved by:	

APPLICATIONS WILL NOT BE ACCEPTED PRIOR TO JANUARY 2, 2024

Property owner submits application to Community Development by mail or in person at City Hall

2024 Merriam Residential Sustainability Grant Program

Goal: Encourage residents to make their homes more sustainable by improving their home's energy efficiency

Program:

- Provide a 30% reimbursement for energy saving improvements
- Total annual program amount - \$65,000
- Can be used in conjunction with Residential Exterior Improvement Grant (one project cannot be funded by both programs)
- Approved applications will be allocated funding until all program funds are expended
- **Contractor(s) utilized to perform the improvements must have a Merriam Occupational license, and if appropriate, a Johnson County Contractor License**

Eligibility:

- Non-apartment residential properties
- Minimum **\$2,000** investment by property owner. Property owner labor may be counted toward the minimum investment
- Reimbursement amount – minimum \$600; maximum \$3,000
- Eligible improvements include, but are not limited to: Home Energy Audit (blower door audit) by certified auditor, solar power, wind power, energy efficient HVAC and/or water heater, energy efficient windows and/or doors, insulation, geothermal heating and cooling, duct sealing
- Energy saving improvements must meet the 2018 International Energy Conservation Code (IECC) – specifications are provided on a separate sheet
- The city reserves the right to determine if a proposed improvement meets program requirements
- All improvements must conform to Merriam Code
- Property owner must be current on all property taxes in Merriam
- Program property must be code complaint
- Property owner must provide proof of adequate property insurance
- Governmental subsidies or funds utilized for the improvements are not eligible for reimbursement

Process:

- Community Development manages the program
- Program applications will be accepted starting January 2, 2024
- Application must be approved by the city prior to start of work
- Property owner is responsible for ensuring that all required permits have been obtained. All permits must be in place prior to any work taking place
- Property owner submits an application to Community Development
- Applications are reviewed in the order they are received
- Work bids, **including all project specification sheets**, must be submitted prior to application approval
- The program will only reimburse the labor costs of the labor provided by a third-party contractor
- Before and after photos of the project will be taken by city staff
- Work must be completed within 120 days of application approval
- Work must be completed by September 16, 2024
- One Residential Sustainability grant per property with same owner, per 5 years
- Owners of multiple properties can annually submit an application for only one of their properties

Before reimbursement:

- Property owner provides at least \$2,000 in receipts
- Staff performs a post project inspection to verify project completion
- No exterior code violations are present
- Recipient must complete a W-9

Please refer to separate sheet for specifications and requirements of improvements

The city at any time, without prior notice and at its sole discretion, can modify or eliminate this program. State and local grants are ordinarily taxable for federal income purposes. If awarded, the City will report the grant to the IRS and send you a Federal IRS Form 1099. Please consult a tax professional if you have questions about any possible tax liability you may incur.