



Geothermal Heat Pump Grant Program Application

Instructions: Please complete this application along with appropriate supporting documentation (i.e. invoices and equipment specifications) and email to grants@delaware.coop

You may also mail applications to:

Delaware Electric Cooperative
ATTN: Lucas Zlock, Manager of Energy Services
14198 Sussex Highway
Greenwood, DE 19950

Please contact us at grants@delaware.coop or 855-332-9090 for any questions.

GENERAL INFORMATION

Delaware Electric Cooperative is offering grant funding for the installation or replacement of geothermal heat pump systems.

1. Subject to availability of funds, grants for geothermal heat pump systems, installed by qualified contractors and member-owners, are at the following rates:
 - a. Class A
 - i. \$800 per ton for the first two (2) tons and \$700 per ton thereafter, not to exceed \$3,000 per dwelling for Class A systems installed with an Energy Efficiency Ratio (EER) of 18.0 and Coefficient of Performance (COP) of 3.6.
 - b. Class B
 - i. \$800 per ton for the first two (2) tons and \$700 per ton thereafter, not to exceed \$3,500 per Class B systems with an Energy Efficiency Ratio (EER) of 18.0 and Coefficient of Performance (COP) of 3.6 or greater.

“Class A” means the class or classes of member-owners with an average monthly peak demand of less than 50 kW over the prior twelve months. Class A may include residential, lighting, small-commercial, irrigation and poultry accounts. “Class B” means all classes of member-owners with an average monthly peak demand of 50 kW or greater over the prior twelve months. Class B may include large-commercial, primary metered accounts and some poultry accounts. Please check with the Cooperative if you are unsure whether you qualify for Class A or Class B.

“Geothermal Heat Pump” means either an open or closed loop system or direct expansion system that uses the thermal energy of the ground or groundwater as the heat source and heat sink for heating and/or cooling. It may provide both space heating and cooling, cooling only or heating only functions. A closed loop system consists of a ground heat exchanger in which the heat transfer fluid is permanently contained in a closed system. An open loop system consists of a ground heat exchanger in which the heat transfer fluid is part of a larger environment. A direct expansion system consists of a geothermal heat pump system in which the refrigerant is circulated in pipes buried in the ground, rather than using a heat transfer fluid, such as water or antifreeze solution in a separate closed loop, and fluid to refrigerant heat exchanger.

Funding is limited: For calendar year 2025, grants will be made first to existing systems that meet the conditions for grants and any monies left over will be used for systems yet to be installed. Grants will be paid on a rolling basis throughout the year in the order that completed applications are received. Under no circumstances will grants be issued for land acquisition in association with any project proposed in the Renewable Resource Program.

Once DEC has awarded grants equal to the total estimated 2025 fund allocation no further grants will be awarded for calendar year 2025. Applications not awarded a grant for 2025 will not be held until the next year. Grant funding and amounts may change from year to year and are not guaranteed.

The Geothermal Grant Program is available to member-owners of the Cooperative receiving distribution delivery and energy supply service from the Cooperative. All eligible equipment and products must be installed in Delaware on an active Cooperative electric account and used solely for the energy requirements of Cooperative member-owners. Grants will not be provided for energy requirements in excess of a member-owners average annual consumption. In determining the average annual consumption, the Cooperative will average the prior two years of consumption for the account applicant. Should the account applicant be a new service or have had service for less than two years a comparable account may be used as a substitute for quantifying the average annual consumption.

All qualifying systems receiving a Geothermal Grant must have a full 5-year warranty against component failure, malfunction and premature output degradation. The warranty must cover all components for which the program incentive is granted and cover the full cost of repair and replacement of all components of the system. For professionally installed systems the warranty must cover the labor to remove and replace defective components and systems.

Member-owners and contractors applying for a geothermal heat pump grant must provide the following information to the Cooperative:

1. Completed Grant Application Form signed by both member-owner and contractor
2. The type of qualifying system
3. Copy of final sales invoice must include: final paid costs, itemized list of installed major system components and costs, labor cost, permits and fees costs, system size (kW for wind, square feet and gallons for solar hot water, tons for geothermal), and state the five (5) year parts and labor warranty (invoice must include actual price paid, itemized list of components, labor, permit fees, method of payment).

Upon receipt of the Grant Approval Request and supporting documents, the Cooperative will review and approve, as funding allows, the project described in the Grant Approval Request. The Cooperative will issue an approval letter to the applicant via mail or email. If all documents are not provided, the grant request may be delayed or denied. Grant requests that do not meet program requirements and those submitted in excess of available funds will be returned to the applicant with a denial letter via mail or email.

In the event grants cannot be paid immediately, each completed grant package will be placed in queue for payment by the Cooperative. As new funds are collected, the next approved package will be paid out. The contractor and member-owner are fully responsible for insuring that all forms and documentation have been supplied and the system meets all program requirements. The Cooperative may inspect the system(s) prior to final grant approval.

The Cooperative will ordinarily process the payment to the applicant, however; if the applicant so requests in writing and documentation reflects the installation cost to the applicant was reduced directly from the purchase price, the Cooperative will process the payment to the retailer, or installing contractor.

To receive grant funding, projects must be installed by a Delaware DNREC Division of Climate, Coastal and Energy approved contractor. A list of approved contractors can be found here:

<https://dnrec.alpha.delaware.gov/climate-coastal-energy/renewable/participating-contractors/>

The Program funds are limited. The Participating Contractor shall follow program guidelines to insure approval of funds. The contractor will also inform their existing customers of any and all changes to the Renewable Resource Fund program within seven (7) days of programmatic changes. If it is found that contractors are using unethical tactics to sell renewable energy systems, based on false or misleading information or claims about renewable energy systems or the Renewable Resource Program, the Cooperative may impose sanctions, up to and including suspension, as a participating contractor. If grant funds are not available for payment at the time of completion, completed projects will be placed in a queue.

Grant funds may be awarded to applicants that choose to act as the general contractor (self installation) for the installation of their renewable energy system. Member-owners who install their own systems or act as the general contractor shall adhere to any and all requirements as established by the Cooperative to be eligible for grants. Applicants must submit a signed warranty statement by the applicant stating that the workmanship is self-warranted for 5 years. The applicant must also submit the product warranties showing coverage for at least 5 years on the major components.

All qualifying systems must be installed in accordance with the standards and specifications of the manufacturers of the components in the system, in compliance with all applicable local electric and building codes, local ordinances and these guidelines. Where discrepancies, if any, exist with these guidelines and local codes, local codes shall govern.

Qualifying geothermal heat pump systems must be sized in accordance with good heating, ventilation and air conditioning design practices for the occupancy, location and structure. Contractor shall provide a Manual J calculation, or other equivalent calculation, to determine proper size of equipment.

All qualifying systems must have a warranty for protection of the integrity and performance of the system for at least five years. All units installed under this program must have a minimum EER of 18.0 and COP of 3.6.

Qualifying systems must meet the following:

1. Closed loop systems shall qualify under rating conditions in accordance with ISO 13256-1.
2. Open loop systems shall qualify under rating conditions in accordance with ISO 13256-1.
3. DX systems shall qualify under rating conditions in accordance with ARI 870.

MEMBER INFORMATION

MEMBER NAME: _____

MEMBER ACCOUNT NUMBER: _____

CLASS, CHECK ONE: Class A: _____ Class B: _____

MEMBER PHONE: _____ MEMBER EMAIL: _____

INSTALLATION ADDRESS: _____

CITY, STATE AND ZIP: _____

MAILING ADDRESS (If Different): _____

CITY, STATE AND ZIP: _____

CONTRACTOR/INSTALLER

CONTRACTOR NAME: _____

LICENSE NUMBER: _____

PHONE: _____ EMAIL: _____

MAILING ADDRESS: _____

CITY, STATE AND ZIP: _____

SYSTEM CHARACTERISTICS

INSTALLATION TYPE, CHECK ONE:

New system, new construction _____ New system, existing home/business _____ Replacement _____

SYSTEM TYPE, CHECK ONE:

Open Loop _____ Closed Loop/Vertical _____ Closed Loop/Horizontal _____ Direct Exchange _____

MAKE:

Manufacturer: _____ Model: _____ Serial No. _____

SYSTEM DESIGN ATTACHMENTS, CHECK:

Manual J Calculation (or equivalent) Attached _____ System Diagram and Site Plan Attached _____

SYSTEM PERFORMANCE (Minimum Required: EER 18.0 COP 3.6):

EER _____ COP _____ Estimated Savings: _____ kWh/annual

BTU per Hour Output: _____ Capacity: _____ tons

SYSTEM COSTS

MATERIALS: \$ _____ LABOR: \$ _____

PERMITS/FEES: \$ _____ ENGINEERING/DESIGN: \$ _____

OTHER: \$ _____ TOTAL COST: \$ _____

Attach Copy of Project Estimate, Purchase Order or Letter of Intent

GRANT CALCULATION

1. TOTAL SYSTEM COSTS.....\$ _____
2. INELIGIBLE COSTS.....(\$ _____)
3. OTHER INCENTIVES (source: _____)(\$ _____)
4. SUM OF REDUCTIONS (add line 2 and 3).....\$ _____
5. TOTAL COSTS (line 1 minus line 4).....\$ _____
6. MULTIPLIER: First 0 – 2 tons..... _____ tons x \$800 = \$ _____
- MULTIPLIER: Over 2 tons..... _____ tons x \$700 = \$ _____
7. LESS PRIOR GRANTS AWARDED/RECEIVED.....\$ _____
8. AMOUNT OF GRANT REQUESTED.....\$ _____

MAXIMUM GRANT: Class A = \$3,000, Class B = \$3,500

Declaration

I understand and agree that: 1) the information provided in this form is true and correct to the best of my knowledge, 2) the site of installation is interconnected to the DEC electric system, 3) DEC and its agents provide no warranty for system components, installation, performance, or operation, 4) all warranties are provided by manufacturer's and installing contractor, and 5) the purchaser has received a copy of this form.

Member-Owner

Installation Contractor

Signature: _____

Signature: _____

Date: _____

Date: _____

Payment Preference

Please indicate whether you would like to receive payment via mailed check or direct deposit.

If direct deposit is chosen, then please complete the ACH Authorization Agreement on the next page and email separately to awaller@delaware.coop. Do not send the ACH Authorization Agreement along with the grant application to grants@delaware.coop.

Mailed Check _____

Direct Deposit _____



14198 Sussex Highway
Greenwood, Delaware 19950

Electronic Funds Transfer/ACH Authorization Agreement

(Check One)

☒ New Authorization

☐ Change

Section A Customer Information			
Company Name: Delaware Electric Cooperative, Inc.			
Address: 14198 Sussex Highway			
City: Greenwood		State: DE	Zip: 19950
Remit Format <input type="checkbox"/> CTX <input type="checkbox"/> Web <input checked="" type="checkbox"/> E- Mail			
Account Payable Contact Name: Paula Whaley		Contact E- Mail: invoices@delaware.coop	Telephone No: (302) 349-3107
Accounting Contact: Rachel Green - Accounting Assistant April Waller - Manager of Treasury Services		Contact E- Mail: rgreen@delaware.coop awaller@delaware.coop	Fax No: (302) 349-9455 (302) 349-3150 (302) 349-3150

Section B Payee Information	
Name:	
Address:	Telephone No.
Contact E- Mail:	

Section C Financial Institution Information (Payee)		
Name:		
Address:	Account Type: Checking Savings	Telephone No:
Nine-Digit Routing Number:	Account No:	

Section D

Delaware Electric desires the flexibility to make payments for goods and/or services by electronic funds transfers through the Automatic Clearing House (ACH) system and company agrees to grant such flexibility. Therefore, _____ authorizes Delaware Electric to make payment for goods and services by ACH and certifies that it has selected the above depository institution and directs that all such electronic funds be via the ACH transaction format.

Authorization

Delaware Electric Cooperative, Inc.

(Please Print Name)

(Please Print Name)

(Signature)

(Date)

(Signature)

(Date)

Manager of Treasury Services
Title