

Energy Incentive Grant Program (EIGP) Guidelines

Purpose

The purpose of the Energy Incentive Grant Program, the “Program”, is to decrease the City of Wilton Manors’ overall carbon footprint in accordance with Goal F: Improve Environmental Sustainability, of the City’s Strategic Plan and with the Wilton Manors/Oakland Park Joint Climate Action Plan goal. The program is also intended to reduce the community’s overall energy consumption by encouraging private property and business owners to adopt energy conservation practices and install energy saving appliances or equipment.

Funding

Funding for the Energy Incentive Grant Program is awarded on a first come, first served basis while funding lasts. The Program will reimburse awarded applicants on eligible improvements up to \$3,000 or 50% of the cost of improvements, whichever is less. No one applicant may receive more than \$10,000 within a 5-year period from the Program. Total annual funding is determined in each fiscal year’s budget. Funding opportunities will be retroactive to the start of FY2023 – 2024 on October 1, 2023.

Eligibility Requirements

To qualify for the Energy Incentive Grant Program, an application must meet the following criteria:

- The property, either commercial or residential, must be located within the City of Wilton Manors
- The property must have no outstanding code violations, fees, taxes, fines, or liens to the City of Wilton Manors
- The proposed improvements must meet the requirements of the City’s Code of Ordinances and Unified Land Development Regulations, if applicable, as well as the requirements of Historic Preservation Board (HPB) if the property is designated as “historic” per the City Code of Ordinances ([Code of Ordinances, Part II, Appendix A, Article 180, Sec. 180-170.13](#) which states installation of solar panels may not be visible from any public street – approval only needed by historic preservation officer)
- The property may not be listed for sale or lease within one year after completing improvements. If the property is listed for sale or lease, then the property owner will be required to reimburse the City for the amount of the grant or have a lien placed on the property
- The property must not be new construction (defined as a property built within the last 10 years at the time of application)
- The grant application may be submitted by a property owner or tenant with the approval of the property owner
- A licensed contractor must complete the work
- Work must be completed with all required building permits

- Eligible ENERGY STAR® products shall comply with the definition stated in the [Code of Ordinances, Part II, Appendix A, Article 170, Sec. 170-020](#)

Eligible Items

- Solar Photovoltaic (PV) System (Defined in the [Code of Ordinances, Part II, Appendix A, Article 170, Sec. 170-090](#))
- ENERGY STAR® HVAC
- ENERGY STAR® Cool Roof (Defined in the [Code of Ordinances, Part II, Appendix A, Article 170, Sec. 170-020](#))
- ENERGY STAR® heat pump or solar water heater (Defined in the [Code of Ordinances, Part II, Appendix A, Article 170, Sec. 170-090](#))

Application Review

Applications for the Program shall be reviewed based on the date of submittal of a completed application packet. All applications shall be evaluated by the EIGP review committee comprised of the Assistant City Manager, Assistant to the City Manager, the Community Development Services Director, and/or other members designated by the City Manager. If the application is selected for funding, the grant review committee will recommend approval of the application to the City Manager. The City Manager has the authority to approve and sign Grant Agreements on behalf of the City Commission. Upon final approval by the City Manager, a Grant Agreement will be sent to the selected applicant for review and signature(s).

Approval Checklist for EIGP Committee

- Quote with Product description (for ENERGY STAR® verification)
 - 3 Bids
- Contractor License
- Building Permits
- Verification of no outstanding code violations, fees, taxes, fines, or liens to the City of Wilton Manors
- Parcel ID/Property Appraiser Search for owner and year built verification
- For residents: Driver License or equivalent, utility bill
- For businesses: SunBiz and/or valid city business tax receipt
- For resident or business tenants: Copy of lease agreement and affidavit of approval from property owner
- Verification applicant has not been awarded or current request award does not exceed the max \$10,000 within past 5 years

Disclosures

The City of Wilton Manors reserves the right to reject any and all applications or to request additional information from all applicants. The City of Wilton Manors retains the right to display and advertise commercial properties that receive funds under the Program.