

**The Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
Massachusetts Department of Environmental Protection**

**100 Cambridge Street
Boston, Massachusetts 02108**

Request for Responses

SECOND AMENDED

**WASTEWATER ENERGY RECOVERY PILOT
GRANT PROGRAM 2026-2028 OPPORTUNITY**

CLEAN ENERGY RESULTS PROGRAM

Agency Document Numbers:

**COMMBUYS Bid #: [BD-26-1045-BPE00-BPE01-129113](#)
DEP-BPE-CERP-RFR-FY26-Wastewater Energy Recovery Pilot Grant (WWER)**

Date: [August 10, 2026](#)

Contents

WASTEWATER ENERGY RECOVERY PILOT GRANT PROGRAM 2026-2028 OPPORTUNITY.....	1
GRANT OPPORTUNITY SUMMARY	4
A. Proposals Sought	4
B. Overview and Goals.....	4
C. Burdened Areas.....	5
D. Eligible Projects.....	5
E. Eligible Entities.....	6
F. Facility Ownership and Authorization to install Energy/Sewer Heat Recovery Technology.....	6
G. Application Deadline	6
H. Funding Availability	7
I. Applicant Cost Share and Other Funding Obligations.....	8
J. Required Application Materials to be Submitted Online	8
K. Bidders Conference	9
L. Total Anticipated Duration of Grant(s)	9
M. Grant Contract Requirements for Grant Recipients.....	10
N. Applicable Procurement Law	11
INSTRUCTIONS FOR APPLICATION SUBMISSION	12
A. Application Deadline	12
B. Evaluation Criteria (general).....	12
C. Evaluation Criteria Components	12
D. Pre-Registration	13
E. Online System Instructions (for detailed instructions, refer to Appendix D)	13

F. Application Sections	14
ESTIMATED PROCUREMENT CALENDAR.....	16
APPENDICES	17
APPENDIX A: PROJECT NARRATIVE and FUNDING OVERVIEW.....	17
APPENDIX B: CERTIFICATION FORMS.....	18
APPENDIX C: GUIDANCE ON DESIGN STANDARDS AND SCHEMATIC DRAWING	20
APPENDIX D: GRANT MANAGEMENT SYSTEM GUIDANCE	22
APPENDIX E: ONLINE APPLICATION QUESTIONS.....	35
APPENDIX F: GLOSSARY	43
ATTACHMENTS	46
ATTACHMENT 1: PROPOSED SCOPE OF WORK: Phases 1, 2, and 3	46
ATTACHMENT 2: BUDGET TABLE	47

**SECOND AMENDED WASTEWATER ENERGY RECOVERY
PILOT GRANT PROGRAM 2026-2028 OPPORTUNITY
for Assessing, Designing, and Implementing
Wastewater Energy Recovery Pilot Projects in Massachusetts at:**

- Publicly owned wastewater facilities (state, municipal, district or authority),
- Privately owned wastewater facilities,
- Municipal or state-owned facilities,
- Public or privately owned schools, colleges and universities,
- Nonprofit or privately owned facilities (e.g., housing, hospitals, commercial, industrial)

GRANT OPPORTUNITY SUMMARY

The Massachusetts Department of Environmental Protection (MassDEP or the Department) seeks proposals from publicly owned wastewater facilities (state, municipal, district or authority), privately owned wastewater facilities, municipal or state-owned facilities, public or privately owned schools, colleges and universities, and nonprofit or privately owned organizations (e.g., housing, hospitals, commercial, industrial).

A. Proposals Sought

Through this Grant Opportunity, the MassDEP Clean Energy Results Program (CERP) seeks to build on its prior statewide educational outreach and technical assistance efforts at the [Wastewater Energy Recovery Summit in December 2023](#). This Grant Opportunity will provide critical phased funding for the assessment, design, and construction of wastewater energy recovery pilot projects in Massachusetts. The Department encourages the engagement of additional project partners who can provide technical and financial assistance to effectively implement this proven decarbonization technology.

B. Overview and Goals

Wastewater is a valuable and abundant source of un-tapped energy that is recoverable. Wastewater Energy Recovery (WWER) is a proven decarbonization technology, with approximately 500 installations worldwide¹. Many of the WWER installations are in Europe and Canada and have been providing cost-effective renewable heating and cooling of commercial buildings for over 15 years².

¹ Reference [CleanTech Alliance: Wastewater Energy Transfer: Benefits and Uses of Wet Systems](#), McCormick, L .2022

² Reference: [Uhrig Therm Liner Energy Systems](#) 3-31-2023; [Sharco Energy Systems](#); [Noventa - Huber: Toronto Western Hospital project](#)

WWER can be thought of as a technology that operates like Ground Source Heat Pumps (GSHPs). Whereas GSHPs reject or absorb heat from groundwater, WWER rejects or absorbs heat from wastewater. One of the more attractive differences between the two technologies is the fact that WWER does not require subsurface ground loops or boreholes, which can account for about 30% of the cost for GSHP technology.

Under the leadership of MassDEP, CERP is an integrated energy and environmental partnership with the Massachusetts Department of Energy Resources (DOER) and the Massachusetts Clean Energy Center (MassCEC) that reduces regulatory or other barriers to clean and energy efficient development across the state. A key priority of this WWER Pilot is to jump-start, apply, and evaluate this decarbonization technology at several different pilot project locations across Massachusetts.

MassDEP is making **five million dollars (\$5,000,000)** in grant funds available from the agency's Climate Protection and Mitigation Expendable Trust to support three phases of WWER pilot project development: assessment, design, and construction.

C. Burdened Areas

MassDEP seeks to prioritize the direction of these resources to address inequitable environmental burdens or related health consequences. To that end, this grant program includes evaluation criteria related to project location, including whether the project is located within or will serve a Burdened Area. A "Burdened Area" is a census block group that is subject to an existing unfair or inequitable environmental burden or related health consequence as identified through MassEnviroScreen. The evaluation criterion for location considers public investment in "Burdened Areas," consistent with MassDEP's legal authority and source of funding. The [MassEnviroScreen](#) was developed by the Office of Environmental Justice and Equity ("OEJE") within the Executive Office of Energy and Environmental Affairs ("EOEEA") to support implementation of the [Commonwealth's 2024 Climate Act](#).

D. Eligible Projects

An eligible project is one that plans to use or will use wastewater as its source of recoverable thermal energy that can provide supplemental space heating, hot water, or cooling for building spaces. In general, wastewater energy recovery (WWER) technologies include the following three phases of project development: assessment, design or construction (Reference Section H below for specific information on the funding assistance associated with the three phases of project development).

Eligible wastewater energy recovery technologies include but are not limited to the following system components and examples:

- Closed loop piping system that includes supply and return lines
- Heat exchanger / thermal liners
- Wet wells
- Wastewater holding tanks
- Solids handling equipment (screening, pumps, etc.)
- Water source heat pump
- Water chilled beam HVAC units
- Water to air HVAC units
- Ground source heat pumps

- Building management / mechanical room controls
- Monitoring system

E. Eligible Entities

Eligible Applicants include the following types of facilities:

- Publicly owned wastewater facilities (municipal, district or authority),
- Privately owned wastewater facilities,
- Municipal or state-owned facilities,
- Public or privately owned schools, colleges and universities,
- Nonprofit or privately owned facilities (e.g., housing, hospitals, commercial, industrial)

F. Facility Ownership and Authorization to install Energy/Sewer Heat Recovery Technology

Projects must be completed at a Facility that is owned by an Eligible Entity. The Eligible Entity will be the applicant and contract signatory and will be responsible for the grant award contract execution, contract performance, submission of receipts for reimbursement, and for receiving payment(s). Grantees shall retain ownership of equipment or other resources paid for with grant funds.

G. Application Deadline

Applications will be accepted on a rolling basis starting May 26, 2026, through May 31, 2028, for each phase of the pilot process and grants will be distributed on a first-come basis until funds are fully expended for that phase or in total.

H. Funding Availability

As noted above, the total available funding for the WWER Pilot Grant Program is \$5 million. The total maximum funding currently available for each phase of the pilot project awarded through this Grant Program is as set out below. Depending on the applications received, total allocated funding for each project phase below may be adjusted to meet program objectives.

Energy Assessment (Phase 1)

Summary: Conduct a focused Technical Assistance Study (performed by an energy utility, consultant, a wastewater energy recovery technology provider, or applicant's engineering team) that provides building owners with a draft plan for wastewater energy recovery, including initial project costs, estimates for energy-savings, greenhouse gas emission (GHG) reductions, and a basic site diagram, showing how wastewater energy sources will be assessed for space heating, cooling, hot water, etc., in the building or buildings. Determine the existing heating and cooling loads of the building(s) under consideration and evaluate the potential options for wastewater energy recovery via an onsite sanitary line, municipal sewer line, pump station, effluent channel etc. Please see a [sample](#).

Applicants may apply for up to \$15,000 in grant funding for proposals involving the completion of a focused Technical Assistance Study.

Project Design (Phase 2)

Summary: Develop a final design and signed set of schematic drawings for a technically and economically viable WWER project. The design grant will fund: (1) the production of 100% design and bid ready drawings of the proposed project, that consist of fully developed construction plans, profiles, and sections and details depicting, at minimum, the final design elements including Site - General, Architectural Structural, HVAC, Process, Electrical, Instrumentation; (2) the preparation of 100% and bid ready technical specifications; and (3) the preparation of an opinion of probable construction costs.

This Phase 2 Design package will include: system size (tons, kW, etc.) for space heating and cooling loads, refined project analysis that includes estimated project costs, energy savings, avoided GHG's etc., schematics for the wastewater tie-in infrastructure; pumping and heat exchanger equipment sizes and control instrumentation, expected daily flow of wastewater diversion rate, operation; and maintenance plan (solids removal, odor control management plan, safety and isolation procedures if needed).

The Design Phase is a challenging and costly phase to fully finance. To achieve full design phase completion needed to see viable projects implemented, funding will be necessary from one or more potential sources. Any applicant may need to secure some of its own funds (matching funds are not required but are encouraged to fill any potential project funding gap) to complete this design phase.

MassDEP may provide funding up to \$100,000 for eligible pilot projects meeting the requirements of the Design Phase.

Please refer to APPENDIX C: GUIDANCE ON DESIGN STANDARDS AND SCHEMATIC DRAWING

Project Construction (Phase 3)

Summary: Grants at the construction phase will build on and integrate capital funding project plans that leverage state, federal, energy utility, and technology provider funding options, and other incentives, to construct technically and economically viable wastewater energy recovery projects.

Projects that have reached this phase are expected to have secured multiple capital funding sources and incentives to fund the construction. Through MassSave®, energy utility Program Administrators provide [incentives](#) for the installation of eligible water source heat pump equipment in a prescriptive or custom amount determined by the equipment being installed and / or the efficiency measure. For projects within a [Municipal Light Plant Companies](#) territory, please check what specific incentives may be available for eligible water source heat pump installations.

A pilot applicant may need to secure some of its own funds (matching funds are not required but are encouraged to fill potential project funding gaps) to complete this construction phase. MassDEP may provide up to \$750,000 for eligible projects meeting the requirements of the Project Construction Phase.

MassDEP State Revolving Funding (SRF) may be available for municipal drinking water and wastewater facilities when a project is proposed in the Project Evaluation Form. For more information, please see: <https://www.mass.gov/info-details/clean-water-state-revolving-fund-srf-program>

In its discretion, MassDEP reserves the right to award funding of greater or lesser amounts than are specified in this section, depending upon the quantity and the quality of the applications received. However, as previously noted, the current, total WWER Pilot Grant Program available funding is \$5 million.

I. Applicant Cost Share and Other Funding Obligations

A specific applicant cost share is not required, but is encouraged, to fill potential funding gap(s) in the design and construction phases of WWER project development.

J. Required Application Materials to be Submitted Online

Each of the following items **must** be included for your application to be considered complete. If any required materials are missing, your application will not be considered complete and will not be considered for WWER Pilot grant funding.

For each phase of the project, please submit the following documents (except where indicated):

- Online questionnaire
- Appendices
 - Appendix A – Project Narrative and Funding Source
 - A summary of your project (description of the project, work completed to date, overview of project budget and anticipated funding sources, organizations engaged, etc.) (max 2 pages).
 - Organization chart, including confirmed team members and any subcontractors (includes identifying the specific leads and supporting personnel for each task in Attachment 1, and why these leads/supporting personnel are qualified for the task).

- Communication plan between the project team and MassDEP (e.g. frequency of updates to MassDEP – bi-monthly, monthly, quarterly, etc.) (max 2 pages).
- Description of project location. If a project is located within a Burdened Area or serves a Burdened Area, the proposal should provide a description of the project’s burden(s) or benefit(s) to communities within a Burdened Area(s).(max 2 pages).
- Stakeholder engagement plan [e.g. frequency of outreach, outreach medium (virtual/in-person meeting, website, social media post, etc.), and audience (e.g. municipal boards, neighborhood associations, etc.)] (max 3 pages).
- Appendix B1 – Application Authorization and Funding Sources
- Appendix B2 – Tax and Non-Profit Certification (For Non-Public Entities Only)
- Appendix C – Guidance: Design Standards and Schematic Drawing (Guidance only for a Phase 2 application; Required submission for Phase 3 application)
- Appendix D – Grant Management System Guidance
- Appendix E – Online Application Questions
- Appendix F – Glossary
- Attachments
 - Attachment 1 – Proposed Scope of Work
 - Attachment 2 – Proposed Budget Table (Excel File)
 - Attachment 3 – Energy Assessment/feasibility report (Required submission for Phase 2 application) or Design documents (Required submission for Phase 3 application)

K. Bidders Conference

Two Bidders Informational Conferences using Zoom will be held on the following dates:

To attend either the May 11th, Bidders Informational Conferences at 1pm or the **October 13th**, Bidder’s Conference **at 2pm**, **please** [register via Zoom](#) or the [WWER webpage](#) of the MassDEP website.

Please note: Applicants may attend either of the Bidders Informational Conferences as the information presented essentially will be the same at both sessions. The early October Bidders’ Informational Conference will address any changes made to the RFR since the initial posting.

L. Total Anticipated Duration of Grant(s)

The contract duration of all grant awards will meet the following timelines:

- **Energy Assessment Phase** - expected completion within six (6) months of execution of grant award contract, unless prior arrangement is made and written approval is granted by MassDEP.
- **Design Phase** – expected completion within nine (9) months of execution of grant award contract, unless prior arrangement is made and written approval is granted by MassDEP.
- **Construction Phase** – expected completion within two (2) years of execution of grant award contract, unless prior arrangement is made and written approval is granted by MassDEP. MassDEP reserves the right, in its sole discretion, to extend the duration of any construction grant award contract to facilitate completion of the project. No construction project shall extend past three (3) years from the date of award.

M. Grant Contract Requirements for Grant Recipients

If a grantee receives funding through this Pilot Grant, the applicant will be required to submit the following forms to complete the contracting process and agree to the following requirements. **Applicants are encouraged to review these forms prior to submission of an application.**

1. All Grantees must execute/agree to the following forms with MassDEP to receive funding.
 - a. MassDEP WWER Pilot Grant Agreement
 - b. Commonwealth [Standard Contract Form](#)
 - c. [Commonwealth Terms and Conditions](#) this is incorporated by reference into the Standard Contract Form and does not need to be executed separately.
 - d. [Contractor Authorized Signatory Listing \(CASL\) Form](#)
 - e. [W-9 Form](#)
 - f. [Electronic Funds Transfer \(EFT\) form](#)
2. Upon MassDEP approval, grant awards will be distributed on a payment schedule with 50% at contract signing and the remaining 50% at project's phase completion.
3. All Grantees of a Construction Award must adhere to the following:
 - a. Must submit all necessary construction permit approvals that may be required for the project.
 - b. Must file quarterly progress reports on the Project deliverables during Project development and implementation and, at the end of the Project, submit a final report to MassDEP summarizing project completion which must include a project fact sheet that will be made publicly available.
 - c. Develop an educational and outreach component to the project, which can include educational brochures or fliers, including one-page descriptive project summaries, web-based materials, or tours and presentations of the completed project.
 - d. Must comply with any utility sponsored evaluation, monitoring and verification (EM&V) process for the prescribed period and/or submit one preceding year of monthly energy usage information as an energy baseline to MassDEP prior to the initiation and implementation of the approved construction pilot grant project(s).
 - e. For installation of all eligible renewable energy technologies, registration at <https://www.masscec.com/register-my-system> and reporting to the Massachusetts Clean Energy Center Production Tracking System (PTS) <https://www.masscec-pts.com/#/home> or reporting to the [SMART Program](#) as required.
 - f. Pursuant to the Comptroller of the Commonwealth's [Policy on State Grants, Federal Grants, and Subsidies](#), eligible applicants who are municipalities of the Commonwealth are advised that they may be required to comply with the requirements of the [Municipal Construction Affirmative Marketing Program \(MCAMP\)](#), administered by the Commonwealth's Supplier Diversity Office (SDO). The MCAMP program requires municipalities to incorporate Minority Business Enterprise (MBE), Women Business Enterprise (WBE) and Veteran Business Enterprise (VBE)/Service-Disabled Veteran Business Enterprise (SDVOBE) goals into both their design and construction procurements for municipal contracts for the construction, reconstruction, alteration, remodeling, repair, or demolition of any public building by any city or

town that includes funding provided in whole or in part by the Commonwealth. Applicants and projects subject to this requirement that are selected for a grant award by MassDEP will be required to work cooperatively with the Department and the SDO at the contracting phase of the award process to incorporate appropriate goals into their grant award contracts. Failure to negotiate appropriate goals compliant with the requirements of the MCAMP program may result in the rescission of the offer of a grant award.

N. Applicable Procurement Law

MGL c. 7A, §7; St. 1986 c. 206, § 17; 815 CMR 2.00 (Grants)

INSTRUCTIONS FOR APPLICATION SUBMISSION

A. Application Deadline

Applications will be accepted on a rolling basis starting May 26, 2026, through May 31, 2028, for each phase. Grants will be distributed on a first-come, first-served basis, until funds are fully expended for that phase or in total. An application summary is included here. Additional information is included in Appendix D.

B. Evaluation Criteria (general)

Applicants must submit a complete online application (instructions below) that includes all required supporting materials, agrees to the program conditions, and meets the eligibility requirements to be considered for a grant award. A MassDEP review committee will evaluate proposed projects based upon the criteria listed below. The review committee reserves the right to reject any or all proposals.

C. Evaluation Criteria Components

The MassDEP review committee will evaluate the grant applications for each project phase (Phase 1 – Energy Assessment, Phase 2 – Project Design, Phase 3 – Project Construction) from Eligible Entities (as defined previously in this Grant Opportunity) based upon the following scoring threshold and criteria: The scoring threshold to obtain funding for a Phase 1 – Energy Assessment grant is 50 points; and the scoring threshold to obtain funding for a Phase 2 – Project Design or Phase 3 – Project Construction grant is 75 points.

Applications not meeting the scoring thresholds above will be denied. However, following such a determination, MassDEP will allow applicants to improve and strengthen their application and to re-submit it for consideration by the review team.

1. Proposal Completeness and Clarity (up to 35 points): a feasible and organized work plan and schedule that meets the project timeline, and a communication plan.
2. Impact of wastewater energy recovery system (up to 30 points): size and scope of energy recovery system, estimated lifecycle energy and cost savings, and greenhouse gas emission reductions, displacement of fossil fuels.
3. Cost-effectiveness (up to 15 points): amount of leveraged funding, applicant cost share contribution (including in kind), public return on investment.
4. Location (up to 20 points): project location by MassDEP region; regional distribution across the state; and location within or serving a Burdened Area. A “Burdened Area” is a census block group that is subject to an existing unfair or inequitable environmental burden or related health consequence. Burdened Areas are identified through [MassEnviroScreen](#).³

³ MassEnviroScreen was developed by the Office of Environmental Justice and Equity (“OEJE”) within the Executive Office of Energy and Environmental Affairs (“EOEEA”) to support implementation of the [Commonwealth’s 2024 Climate Act](#).

D. Pre-Registration

Prior to Grant Submission, Applicants must pre-register to use the Online Grant Application System.

This will enable you to apply to the WWER Pilot Grant, communicate directly with CERP staff, and re-submit files as needed.

No paper applications or submissions will be accepted.

To pre-register:

All applications to Wastewater Energy Recovery Pilot Program must now be submitted through the Executive Office of Energy and Environmental Affairs' (EEA) new [Grants Management System](#), a user-friendly platform designed to enhance the experience for municipalities, nonprofits, businesses, and others seeking grants. Please note that at least one representative from the municipality, nonprofit, tribe, or other eligible organization must have a valid account to apply for a grant. A summary of steps to pre-register are provided below; however, more detailed instructions are available in Appendix D. Additionally, EEA has created [video](#) and [in-depth user's guide](#).

The following are step-by-step instructions for creating an account:

1. Go to my.mass.gov (my.mass.gov redirects to the correct page) and click the Business box. Obtain a username and password utilizing [MyMassGov](https://my.mass.gov/) (<https://my.mass.gov/>). [MyMassGov](#) is a secure service that allows members of the public to use a single account and password to sign in to all participating Massachusetts state services and applications.
2. When creating your new [MyMassGov](#) username and password, please select the **business** account option and utilize your work email address.
3. Follow the steps to verify your email address and set up multifactor authorization.
4. Once you have completed the steps for creating an account, you must wait for your account to be approved.

NOTE: If you log in to [MyMassGov](#) before your account is approved, your dashboard screen will alert you that your identity has not been verified. **Do not click this link as it requires your personal information (date of birth, social security number, etc.), which is not needed if an application is representing a business, nonprofit, or government entity.**

E. Online System Instructions (for detailed instructions, refer to Appendix D)

To access the Application Grant Management System:

- Once you have a MyMassGov account, you may login directly to the EEA Grants Management System (GMS) using the following url: greenhub.mass.gov
- Once logged in, click “Browse and Apply” on the left side of your screen. Search for “Wastewater Energy Recovery Pilot Program” to apply for this grant opportunity.

Helpful tips:

- Bookmark the Executive Office of Energy and Environmental Affairs Grant Management System: greenhub.mass.gov
- Use a high speed (broadband) internet connection if possible.
- Gather and prepare all your electronic materials before beginning the submission process.
- Name your electronic files with your entity name followed by wording that makes the content of the file clear – this is REQUIRED. For example, “Maple Street WWER Pilot project narrative.doc”. See additional examples below.

Your application can be saved as a draft and resumed until you have submitted the application. To access your in-process grant application, login to the [Grant Management System](#) and click [My Applications](#) under the [Home](#) section on the left portion of the screen. Scroll down to the bottom of the page and click the title of your application.

Other tips and suggestions for successfully applying include:

- Use a high speed (broadband) internet connection if possible.
- Gather and prepare all your electronic materials before beginning the submission process.
- Name your electronic files with your entity name followed by wording that makes the content of the file clear – **this is REQUIRED. For example, “Maple Street WWER Pilot project narrative.doc”**. See additional examples below.

F. Application Sections

- **Profile information:** Please verify that the following information shown from the user profile is correct. Information input here will be used by EEA to contact the applicant.
 - Applicant Organization Name: This is the name of the organization or municipality applying for the grant.
 - Contact Name: This is the individual who will be the primary contact for the project.
 - Contact Title: The professional title of the primary contact for the project.
 - Street Address: This is the business address of the applicant organization.
 - Primary Contact Phone: This is the preferred phone number for EEA use only.
 - Primary Contact Email Address.
 - Organization Website.
- **Application Information:**
 - Grant Application Title: For this program the name of the structure serves as the project title
 - Municipality: This is the municipality(ies) where the project will physically take place. This may be different than the mailing address of the applicant.
 - County: This is the Massachusetts county(ies) where the project will physically take place.
 - Summary of Proposed Work: Use this field to provide a 1 paragraph description of the project suitable for use in press releases or program summaries.
 - Grant Start Date: Anticipated: project start date (if unsure, input 5 months after application submittal)
 - Grant End Date: Anticipated: project end date (if unsure, input 6 months from the project start date)
 - Total Amount Requested: This may not exceed 90% of the total cost listed above.
 - Grant Primary Contact Info: includes requisite name, email, phone number, and address

- **GMS Application Details:** Please refer to Appendix E for a detailed list of all questions.
- **Upload Documents:**
 - Appendix A – Project Narrative and Funding Source
 - A summary of your project (description of the project, work completed to date, overview of project budget, organizations engaged, etc.) (max 2 pages)
 - Organization chart including confirmed team members and any subcontractors (Includes identifying the specific leads and supporting personnel for each task in Attachment 1, and why these leads/supporting personnel are qualified for the task)
 - Communication plan between the project team and MassDEP (e.g. frequency of updates to MassDEP – bi-monthly, monthly, quarterly, etc.) (max 2 pages)
 - Description of the project location, including any of the project's burdens or benefit(s) to communities within the Burdened Area(s) (max 2 pages)
 - Stakeholder engagement plan [e.g. frequency of outreach, outreach medium (virtual/in-person meeting, website, social media post, etc.), and audience (e.g. municipal boards, neighborhood associations, etc.)] (max 3 pages)
 - (e.g. File Name – EntityName_AppA.pdf)
 - Appendix B1 – Application Authorization and Ownership Certificate (for phases 1,2,3)
 - (e.g., File Name – EntityName_AppB1.pdf)
 - Appendix B2 – Tax Certification (for Non-Public Entities)(for phases 1,2,3)
 - (e.g., File Name – EntityName_AppB2.pdf)
 - Appendix C – Guidance: Design Standards and Schematic Drawing for a ***(guidance only for Phase 2 application; required submission for Phase 3 application)***
 - (e.g., File Name – EntityName_AppB2.pdf)
 - Attachment 1 – Proposed Scope of Work (for phases 1,2,3)
 - (e.g., File Name – EntityName_Attachment1.pdf)
 - Attachment 2 – Proposed Budget Table (for phases 1,2,3)
 - (e.g., File Name – EntityName_Attachment 2.xlsx)
 - Additional Attachments: Supporting documentation from other grant or incentive partners such as a grant award notice, or notice of receipt of application or a communication indicating that the proposed clean energy project(s) are likely to be eligible for a grant or incentive (e.g., File Name – Entity Name_MassSave_inc_email.pdf)

ESTIMATED PROCUREMENT CALENDAR

Event	Date	Time
Notice of Grant Opportunity (posted on COMMBUYS and MassDEP/CERP website)	May 8, 2026	10:00 A.M.
Grant Release/RFR Posting Date on MassDEP/CERP website	May 26, 2026	10:00 A.M.
Bidders' Informational Conference (via Zoom) To obtain dial-in information or the Zoom link for the first session, please register on Wastewater Energy Recovery webpage on MassDEP/s Website at https://www.mass.gov/info-details/wastewater-energy-recovery To obtain dial-in information or the Zoom link for the first session, please register on Wastewater Energy Recovery webpage on MassDEP/s Website at https://www.mass.gov/info-details/wastewater-energy-recovery Please note: Interested applicants may attend either session. Both informational sessions will be recorded.	May 11, 2026 October 13, 2026	1:00 P.M. 2:00 P.M.
Deadline for Submission of Questions to MassDEP, for the first Bidders' Conference is due via email to: CERP@mass.gov	May 13, 2026 October 15, 2026	5:00 P.M. 5:00 P.M.
Official Answers for Q&A published on MassDEP website	May 22, 2026 October 23, 2026	5:00 P.M. 5:00 P.M.
Amendment Deadline for Pilot Grant Opportunity	May 22, 2026 / October 23, 2026	5:00 P.M.
GRANT APPLICATION DEADLINE	This grant is issued on a rolling basis through May 31, 2028, or until funds are expended	N/A
Notification of Grant Award(s) will be POSTED ON COMMBUYS AND MASSDEP WEBSITE for the duration of the Pilot Grant.	On a rolling basis upon selection and completion of Pilot Grant	N/A
Estimated Contract Start Date *Actual contract dates will vary for individual grant awards.	* Grant contract effective date	

APPENDICES

APPENDIX A: PROJECT NARRATIVE and FUNDING OVERVIEW

PROJECT NARRATIVE

- **Project Summary:** description of the project, work completed to date, overview of project budget, organizations engaged, etc. (max 2 pages)
- **Organization chart:** including confirmed team members and any subcontractors (Includes identifying the specific leads and supporting personnel for each task in Attachment 1, and why these leads/supporting personnel are qualified for the task).
- **Communication plan:** describe plan between the project team and MassDEP (e.g. frequency of updates to MassDEP – bi-monthly, monthly, quarterly, etc.). (max 2 pages)
- **Location Description and benefits of proposal:** describe the project and project impacts, including burdens or benefits to communities within Burdened Area(s). (max 2 pages)
- **Stakeholder engagement plan:** describe frequency of outreach, outreach medium (virtual/in-person meeting, website, social media post, etc.), and audience (e.g. municipal boards, neighborhood associations, etc.) (max 3 pages)

FUNDING OVERVIEW

					Total Funding	
Total Project Cost	Total Other Funding Sources (Mass Save®, MLP, MassCEC, DOER, Other Grants etc.) ⁴				From Applicant (including financing)	WWER Funding Requested
\$	\$	\$	\$	\$	\$	\$
Funding Source						
Percentage (%)	%	%	%	%	%	%

⁴The total of all funding sources not contributed by the applicant or requested in this application includes utility incentives from electric/gas utility through Mass Save® programs for efficiency projects, funding from a Municipal Light Plant (MLP), the Mass Clean Energy Center (CEC), any other grants (federal, state, donor etc.),

APPENDIX B: CERTIFICATION FORMS

APPENDIX B1: APPLICATION AUTHORIZATION and OWNERSHIP CERTIFICATION

BOTH FORMS MUST BE PROVIDED WITH SCANNED SIGNATURES (pdf)

APPLICATION AUTHORIZATION

I hereby confirm that I am duly authorized to submit this application on behalf of [Insert name of entity] _____ and that all information contained in this application to the WWER Pilot Grant Project at the relevant facilities or buildings is true and accurate.

Signature _____ Date _____

Name (printed) _____ Title _____

OWNERSHIP CERTIFICATION

I hereby confirm that I am duly authorized to implement these energy efficiency and/or clean energy upgrades to this building on behalf of [Insert name of entity] _____ as it is the legal owner of this Facility as represented in the attached Deed and that all information contained in this application to the WWER Pilot Grant Project at the relevant facilities is true and accurate.

Signature _____ Date _____

Name (printed) _____ Title _____

APPENDIX B2: TAX and NON-PROFIT CERTIFICATIONS (For Non-Public Entities Only)

TAX CERTIFICATION

The Applicant certifies under the pains and penalties of perjury: (1) tax compliance with federal tax laws; (2) tax compliance with state tax laws including, but not limited to, M.G.L. c. 62C, § 49A, reporting of employees and contractors, withholding and remitting of tax withholdings and child support; and (3) Applicant is in good standing with respect to all state taxes and returns due, reporting of employees and contractors under M.G.L. c. 62E, withholding and remitting child support including M.G.L. c. 119A, § 12, TIR 05-11, New Independent Contractor Provisions and applicable TIRs.

Signature _____ Date _____

Name (printed) _____ Title _____

NON-PROFIT ELIGIBILITY CERTIFICATION

I hereby certify under pains of penalties of perjury that the Applicant non-profit organization listed on this form meets the following criteria.

Program Criterion 1: The organization's principal place of business is in Massachusetts.

Program Criterion 2: The organization has been in business for at least three years.

To demonstrate your business's eligibility for these two requirements (1 and 2), provide the following.

☐ Proof of your organization's IRS 501 (c)(3) or (c)(4) designation.

Program Criterion 3: The non-profit confirmation provided from your organization's most recent Public Charities filing with the Attorney General's Office's Non-Profits & Charities Office.

To demonstrate your organization's eligibility for this requirement, attach the following.

☐ **The organization's most recent Certificate of Solicitation** (in lieu of the Certificate, a Letter of Good Standing issued by the Attorney General's Office's Non-Profits & Charities will be accepted).

☐ The organization's most recent nonprofit's audited financial statement filed with the Attorney General's Office of Non-Profits & Charities.

Signature _____ Date _____

Name (printed) _____ Title _____

APPENDIX C: GUIDANCE ON DESIGN STANDARDS AND SCHEMATIC DRAWING

A. *Design Standards*

Please provide the following:

1. 30-year demand predictions (in ton hours) projected out in 5-year increments
2. A physical map of the intended customer base both now and projected every five (5) years throughout the contract

B. *System Design*

1. Provide your project manager's name and contact information
2. Provide a Drawing Index that reflects the total number of drawings anticipated to complete the project. Ensure drawings include the following:
 - a. Title blocks and drawing layouts
 - b. General symbols, legends, and abbreviations
 - c. Profile views on the pipes and plan views
3. For system design, provide detailed drawings noting:
 - a. How the intended system will interact with the Wastewater Treatment pipes
 - b. Method for obtaining access
 - c. All interactions both upstream and downstream of access points
4. Detail how the wastewater utility collection system and pipes will be protected during design, construction, and operation.
 - a. During the construction, a diversion plan of the tap must be developed which must have acceptance from the local approving wastewater utility.
5. Drawing should include the following:
 - a. Pipe size
 - b. Pipe material
 - c. Pipe access and connection points
 - d. Flow and or temperature meter locations
 - e. Size of wet well
 - f. Naming convention should be consistent throughout
6. List assumptions and criteria used for system design. Specify the intended Wastewater Energy Recovery (WVER) system that will be used (i.e., Huber, SHARC, UHRIG, Other, etc.)
7. Provide basic controls and operating strategies.
8. Drawings should clearly indicate that fluid extracted from pipes and fluid from the User will remain separate.
9. Provide a design schedule including major milestones which occur at 30%, 60%, and 90% design dates, MassDEP comments review, and the start of construction.
10. Show solids balance under low, average, and high flow conditions
 - a. How the system will deal with solids entering and exiting the system. Estimate of the length of time the sewage will be pulled out of the system.
11. Easements
 - a. List all easements owned by [Municipality] that would be impacted by your project
12. Right of Way (ROW)

- a. Provide information on all ROW (if applicable) that may impact access to the wastewater utility equipment.
- b. If wastewater utility easements or a ROW are impacted, provide a site map.

C. Schematic Design Drawings

Summary of the Project Design, to include the following components:

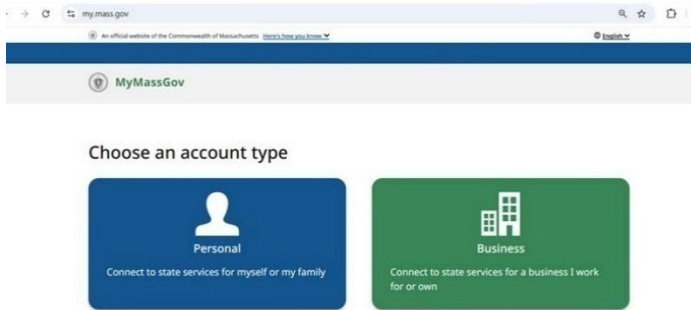
1. Description of existing building systems and their status.
2. Detailed descriptions of proposed heat recovery measures, including Basis of Design (BOD) narratives and one-line concept diagrams. These descriptions should give a clear understanding of the scope and constructability of the proposed measures.
3. Before and after energy flow diagram including heat source, capture, transport, storage (if applicable) and use.
4. Analysis of estimated performance impact, including calculations and energy modeling.
5. Mechanical Plans and Sections that depict location of major equipment and major piping alignments to verify clearances and general configurations. Plans should indicate proposed equipment maintenance features (i.e., overhead crane and monorails, hatches, pads, etc.)
6. HVAC / Plumbing Plans that depict location of major equipment and major piping alignments.
7. Plans and profiles of pipelines that locate major utilities and piping corridors.
8. Structural plans that establish foundation type and depict the preliminary foundation layout. Foundation plans adequate to confirm approach in compliance with geotechnical requirements. General arrangement floor plans and section drawings coordinated with the architectural plans.
9. Geotechnical data reports containing historical data, boring plans, soil borings and soil resistivity.
10. Description of the business case to implement the proposed Design.

APPENDIX D: GRANT MANAGEMENT SYSTEM GUIDANCE

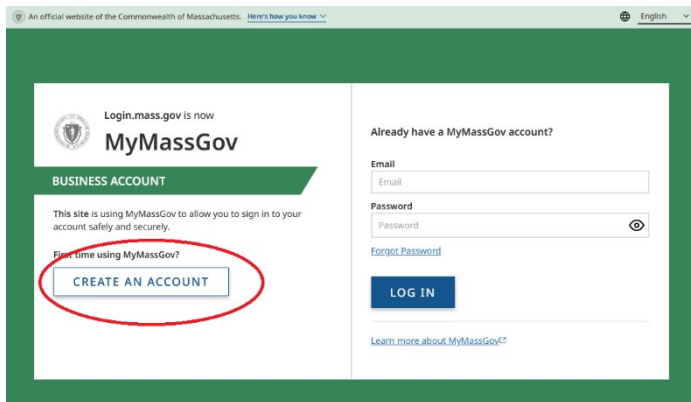
Appendix D1: Grant Management System Registration

The following are step-by-step instructions for creating an account.

5. Go to [MyMassGov](https://my.mass.gov) (my.mass.gov) and click the **Business** box.



6. Click, create an account.



7. Consent to share your information with state agencies you are applying to.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#)

MyMassGov

BUSINESS ACCOUNT

Consent to share MyMassGov profile information

Last updated 3/15/2025

By selecting 'CONTINUE', you are agreeing to MyMassGov creating and storing a profile and sharing the information in it, including personal information about you, with the Massachusetts state agencies whose websites you use and with third-party businesses we rely on to provide this service. Please visit the following links to learn more about what data we collect, what we do with it, and how we protect your privacy.

[MyMassGov Privacy Notice](#)

[Data sharing and storage](#)

CONTINUE

[Cancel](#)

8. Enter your email address to receive a verification code. You will have 5 minutes to use the code.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#)

MyMassGov

BUSINESS ACCOUNT

Create your account

Step 1 of 3: Verify your email

Email

SEND VERIFICATION CODE

[Cancel](#)

9. Enter the code you receive by email.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#)

MyMassGov

BUSINESS ACCOUNT

Create your account

Step 3 of 3: Verify your email

The verification code has been sent to the email address that you entered. Please copy it to the "Verification code" box on this page. If you didn't receive a message with the code, check that you typed your email address correctly, check your spam folder, or click "Get a new code" link to receive a new code. The code will expire in 5 minutes.

Email

Verification code

VERIFY

[Get a new code](#)

[Cancel](#)

10. Enter your first and last name.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#)



MyMassGov

BUSINESS ACCOUNT

Create your account

Step 2 of 3: Add account details

Email

First Name

Last Name

[CONTINUE](#)

[Cancel](#)

11. Create a password.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#)



MyMassGov

BUSINESS ACCOUNT

Create your account

Step 3 of 3: Set up your password

Email

Password Rules

- ✓ Between 8 and 64 characters
- ✓ Must meet at least three of the following requirements:
 - ✓ Contains a special character (e.g., @ # \$ % ^ & *)
 - ✓ Contains a number
 - ✓ Contains an uppercase character
 - ✓ Contains a lowercase character

New Password

Confirm New Password

[CREATE AN ACCOUNT](#)

[Cancel](#)

12. Select how you want to authenticate your account.

MyMassGov

BUSINESS ACCOUNT

Set up multifactor authentication

Choose your authentication method

Multifactor authentication (MFA) helps keep your account secure. Select your MFA options — we recommend more than one.

☐ Authenticator App*

☒ Phone (Voice & Text Message)

☐ Secondary Phone (Voice & Text Message)

CONTINUE

[Cancel](#)

*Use an authenticator app you have installed or download a free one such as Google Authenticator, Authy, or Microsoft Authenticator.

13. Enter the multifactor authentication code you received (if not using an authenticator app).

MyMassGov

BUSINESS ACCOUNT

ENTER CODE ON SCREEN

(This screen not captured)

CONTINUE

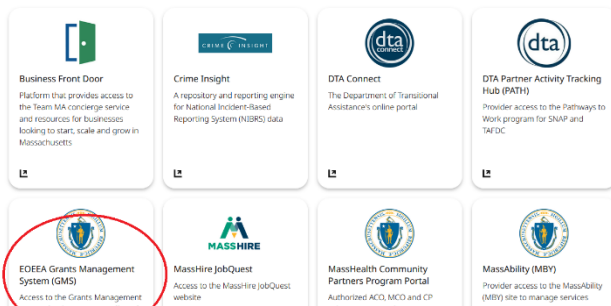
[Cancel](#)

*Use an authenticator app you have installed or download a free one such as Google Authenticator, Authy, or Microsoft Authenticator.

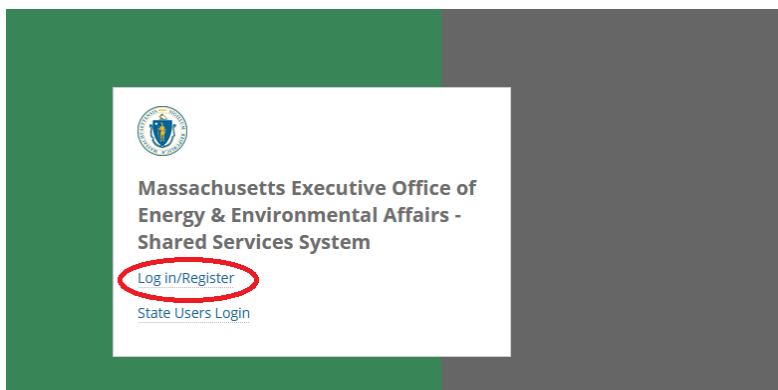
14. **You now have a [MyMassGov](#) account.** For MassDEP grants, select EOEEA Grants Management System.

Select a service to log in

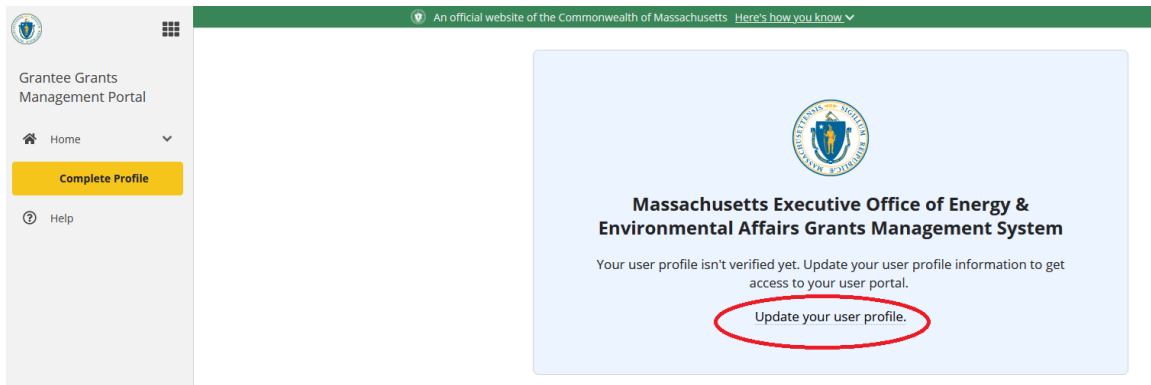
Don't see the application you're looking for? [Search for it here](#)



15. At the EEA grants portal, select Log in/Register.



16. Select update your user profile to add necessary information.



17. Complete the information in Update Profile.

Update Profile

Fields marked with a green asterisk * are required.

First Name * Last Name *

Email * Position Title

Organization * Requested Group *

Business Phone Number * Business Address *

City * State * Zip Code *

[CANCEL](#) [UPDATE PROFILE](#)

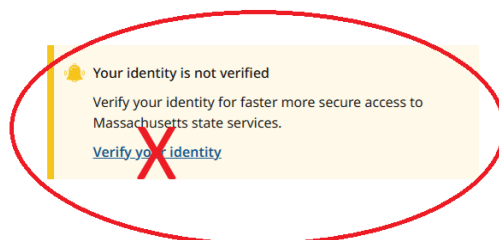
18. A confirmation screen appears after the last step.



19. At this point, you must wait for your account to be approved. If you log in to my.mass.gov before your account is approved, *your dashboard screen will alert you that your identity has not been verified. Do not click this link* as it requires your personal information (date of birth, social security number, etc.), which is not needed if an application is representing a business, nonprofit, or government entity. When your account is approved by EEA, the alert will be removed, and you will be able to enter the EEA grants management system.

Welcome Joe!

Welcome to MyMassGov, where you can log in to state services and manage your account. Select any link to access state applications or go to your [account settings](#) to do things like update your email, password, or multifactor authentication (MFA) settings.



Select a service to log in

Don't see the application you're looking for? [Search for it here](#)

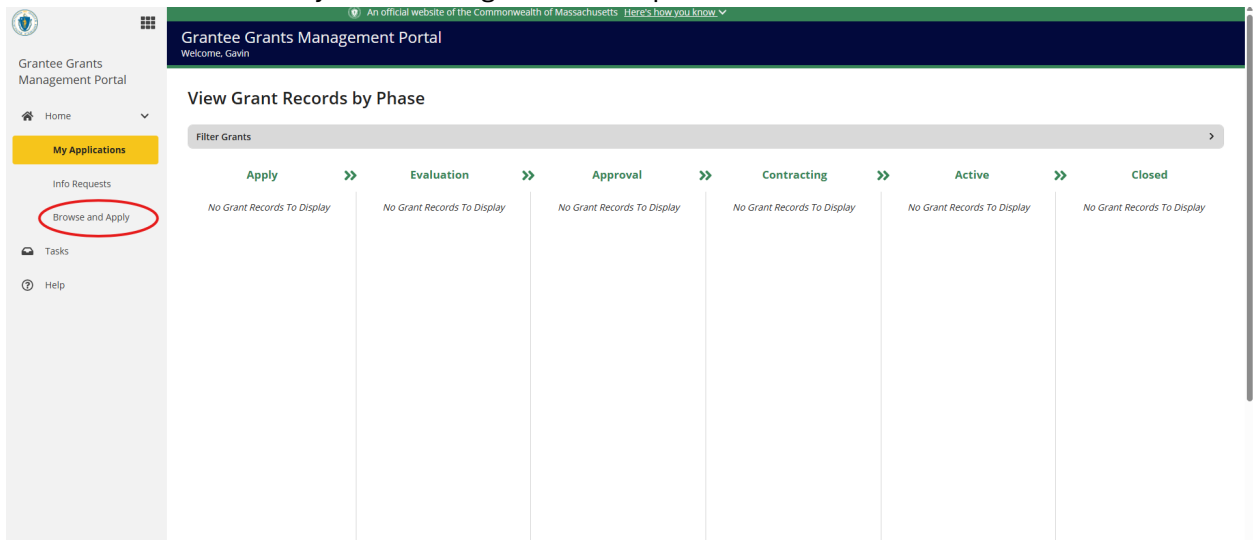
Once you have a [MyMassGov](#) account, you may login directly to the [EEA Grants Management System](#) using the following url: [greenhub.mass.gov](#).

If you have questions on creating your account for a WWER Pilot Program, please email: CERP@mass.gov

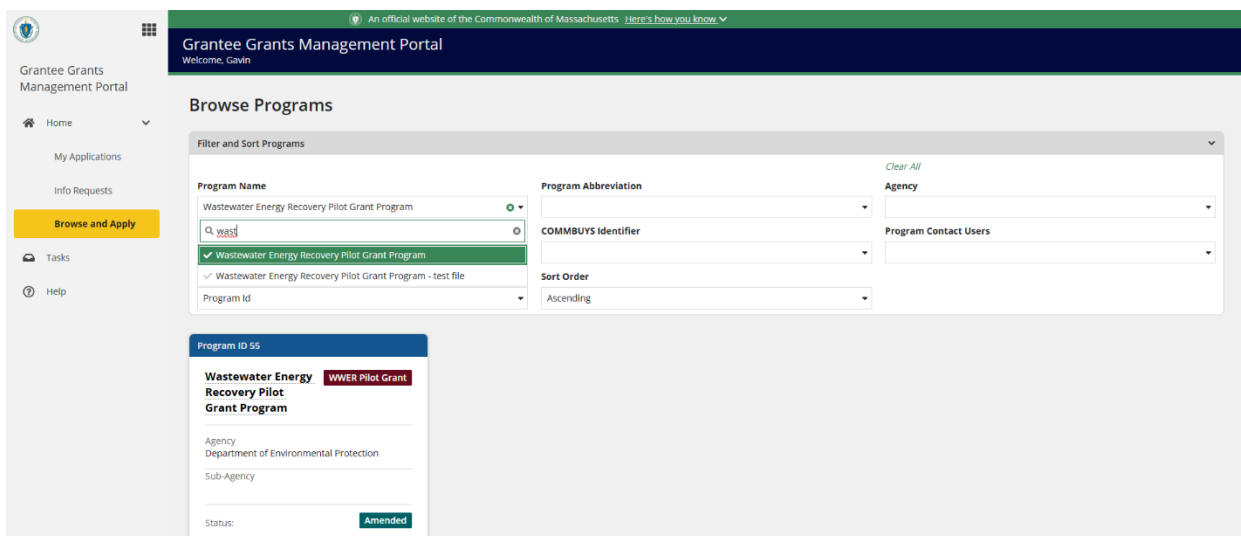
Appendix D2: Submitting an Application

The following are step-by-step instructions for applying for the WWER Pilot Program. Note: text in **dark green** indicates selection options in the GMS environment.

1. Log into the [EEA Grants Management System](https://greenhub.mass.gov/suite/) at <https://greenhub.mass.gov/suite/>.
2. Once logged in, click **Browse and Apply** on the left side of your screen
 - a. NOTE: There is a yellow loading bar at the top of the screen.



3. In the **Filter and Sort Programs** panel, type “Wastewater Energy Recovery Pilot Grant Program” into the Program Name dropdown field. Select “Wastewater Energy Recovery Pilot Grant Program” from the dropdown when it appears. A box labeled “Program ID 55” listing Wastewater Energy Recovery will appear. Click the “Wastewater Energy Recovery Pilot Grant Program” card.



- After clicking on the “Program ID 55: Wastewater Energy Recovery Pilot Grant Program” card, you will see **General Program Information** including the RFR. You can download the RFR by clicking the download button near the top right corner of the PDF viewer frame.

The screenshot shows the 'Program ID 55: Wastewater Energy Recovery Pilot Grant Program' card. The card is divided into several sections: 'Program Description', 'Program Purpose', 'Program Agency', and 'RFR Document'. The 'RFR Document' section shows a PDF viewer with a red circle highlighting the download button in the top right corner.

- To start applying, click **Start Grant Application** in the top right corner.

The screenshot shows the 'Wastewater Energy Recovery Pilot Grant Program (WWER Pilot Grant) - Amended' card. The card has a blue header with the title and a red circle highlighting the 'START GRANT APPLICATION' button in the top right corner.

- NOTE: If at any time you exit the Grant Management System, login to the [Grant Management System](#) and click **My Applications** under the **Home** section on the left portion of the screen. Then, scroll down to the bottom of the page and click the title of your application.

The screenshot shows the 'Grantee Grants Management Portal' with the 'My Applications' link highlighted in the left sidebar. The main content area shows a table of grant records by phase, with columns for Apply, Evaluation, Approval, Contracting, Active, and Closed. The 'Apply' column shows a record for 'WWER Pilot Grant' with a title field.

7. On the **Start A Grant Application** screen, you can navigate to different portions of the application using the headers on the left side of the screen.

Start A Grant Application
Complete the form below to create a new application in the system.

Program Name: Wastewater Energy Recovery Pilot Grant Program - test file
Application Open Date: 7/18/2025
Application Close Date: 6/30/2028
Agency: Department of Environmental Protection

01. PROGRAM INFORMATION >
02. POLICIES & PROCEDURES >
03. APPLICATION INFORMATION >
04. APPLICATION DETAILS >
05. UPLOAD DOCUMENTS >
06. REVIEW & SUBMIT >

Program Information SAVE DRAFT

Program: Wastewater Energy Recovery Pilot Grant Program - test file (WVER Pilot Grant)
COMMBUYS Identifier: TBD
Agency: Department of Environmental Protection
Agency Sub-division:
RFR Number: TBD
Application Open Date: 7/18/2025
Application Close Date: 6/30/2028
Program Start Date: 9/22/2025
Program End Date: 6/30/2028
Contact Users: Michael DiBara, Sharon Lee, Danah Tench

Purpose: This Pilot Program will provide five million dollars (\$5,000,000) of state grant funding for three phases of Wastewater Energy Recovery (WVER) pilot project development: assessment, design, and construction. A key priority of this Pilot is to initiate, implement, and evaluate the cost-effectiveness and benefits of using this decarbonization technology at several different pilot project locations across Massachusetts.

COMMBUYS Posting: ..

CANCEL NEXT

8. As you progress through the application, please remember to click **Save Draft** periodically and **before** you click the **Next** button to ensure information is saved.

9. Review Program Information. Click **Next**.
10. Review **Program Policies and Procedures**. If your project is aligned, click **Save Draft** and then **Next** to move to the **Application Information** section.
11. Enter all required information in the **Application Information** section. Click **Save Draft** and then **Next** to move to the **Application Details** section.
- NOTE: Required fields are marked with an asterisk.
 - NOTE: Mousing over question mark symbols provides additional insight into the question.

Application Information

SAVE DRAFT

Grant Application Title * [Title]	Grant Start Date * 08/01/2025	Grant End Date * 02/01/2026
Municipality * ABINGTON	Total Amount Requested * \$25,000.00	
County * Barnstable	Grant Primary Contact * Gavin Porter (gavin.porter@mass.gov)	
Summary of Proposed Work * [Summary] 9/1000	Primary Contact Info Name Email Phone Number - Address -	

CANCEL **BACK** **NEXT**

12. Enter all required information in the **Application Details** section. Click **Save Draft** and then **Next** to move to the **Upload Documents** section.

a. NOTES:

- Required fields are marked with an asterisk.
- Mousing over question mark symbols provides additional insight into the question.
- All values that are not a dollar amount must be input as whole numbers (no decimals). If the error message “the value provided is not an integer” pops up, review your entries to ensure that a whole number was entered.

Program Name Wastewater Energy Recovery Pilot Grant Program	Application Open Date 7/18/2025	Application Close Date 6/30/2028	Agency Department of Environmental Protection
--	------------------------------------	-------------------------------------	--

01. PROGRAM INFORMATION	Application Details	SAVE DRAFT
02. POLICIES & PROCEDURES	General Application and Project Site Overview	
03. APPLICATION INFORMATION	Entity Name * [Name] 6/4000	
04. APPLICATION DETAILS	Entity Function * Agriculture	
05. UPLOAD DOCUMENTS	Type of Governance * Municipal	
06. REVIEW & SUBMIT	Project Site/Building Name * [Site name] 11/4000	
	Project Site Address * Include the following: No. Address, City/Town, STATE, Zip Code [No. Address, City/Town, STATE, Zip Code] 41/4000	
	Project Site Municipality [OPTIONAL] 10/4000	
	Project Site County	

13. Before uploading required documents in the **Upload Documents** section, download and review each form. To upload forms, click the **Upload** button and search for the document on your computer. Alternately, drag and drop the correct file into the **Drop File Here** bar.

- a. NOTE: Appendices A, B1, and B2 (where applicable), as well as Attachment A and B are required for project Phases 1, 2, and 3. Appendix C is required for project Phase 2.
- b. NOTE: Use the following naming convention to save each file before uploading: File Name – EntityName_AppA.pdf

Start A Grant Application
Complete the form below to create a new application in the system.

Program Name: Wastewater Energy Recovery Pilot Grant Program | Application Open Date: 7/18/2025 | Application Close Date: 6/30/2028 | Agency: Department of Environmental Protection

Upload Documents [SAVE DRAFT]

Required Documentation

Form Name	File Upload	Download Form	Form Instructions	Preview
WWER Pilot Project: Appendix A - Project Narrative and Funding Overview	UPLOAD		Save the file using the following convention: File Name - EntityName_AppA.pdf	
WWER Pilot Project: Appendix B1 - Application Authorization and Ownership Certification	UPLOAD		Save the file using the following convention: File Name - EntityName_AppB1.pdf	
WWER Pilot Project: Appendix B2 - Tax Certification	UPLOAD		To be completed by Non-Public Entities Only Save the file using the following convention: File Name - EntityName_AppB2.pdf	
WWER Pilot Project: Appendix C - Guidance on Design Standards and Schematic Drawing	UPLOAD		Save the file using the following convention: File Name - EntityName_AppC.pdf	
WWER Pilot Project: Attachment A - Proposed Scope of Work Template	UPLOAD		Please use the following naming convention to save the file: File Name - EntityName_AttA.pdf	
WWER Pilot Project: Attachment B - Project Budget Template	UPLOAD		Please use the following naming convention to save the file: File Name - EntityName_AttB.pdf	

Additional Documentation

Form Name	File Upload	Preview
Add Additional Documentation		

[+ Add Documentation](#)

14. To upload any additional required document, scroll down to find the **Add Documentation** button

Additional Documentation

Form Name	File Upload	Preview
Add Additional Documentation		

[+ Add Documentation](#)

15. Review all uploaded attachments. Once all required documentation AND all additional documentation have been uploaded, click **Next** and check the box indicating: “I understand no further changes can be made to general project information, application form, or required documentation” and click the **Submit** button.

- a. NOTE: failure to submit all documentation will result in delays processing your application and could result in your application being denied.

Start A Grant Application
 Complete the form below to create a new application in the system.

Program Name
 Wastewater Energy Recovery Pilot Grant Program

Application Open Date
 7/18/2025

Application Close Date
 6/30/2028

Agency
 Department of Environmental Protection

01. PROGRAM INFORMATION
 02. POLICIES & PROCEDURES
 03. APPLICATION INFORMATION
 04. APPLICATION DETAILS
 05. **UPLOAD DOCUMENTS**
 06. REVIEW & SUBMIT

Upload Documents

SAVE DRAFT

Form Name	File Upload	Download Form	Form Instructions	Preview
WWER Pilot Project: Appendix A - Project Narrative and Funding Overview	APPENDIX A Te... DOCX - 19.45 KB		Save the file using the following convention: File Name - EntityName_AppA.pdf	
WWER Pilot Project: Appendix B1 - Application Authorization and Ownership Certification	APPENDIX B1 Te... DOCX - 15.61 KB		Save the file using the following convention: File Name - EntityName_AppB1.pdf	
WWER Pilot Project: Appendix B2 - Tax Certification	APPENDIX B2 Te... DOCX - 15.26 KB		To be completed by Non-Public Entities Only Save the file using the following convention: File Name - EntityName_AppB2.pdf	
WWER Pilot Project: Appendix C - Guidance on Design Standards and Schematic Drawing	APPENDIX C Tem... DOCX - 25.57 KB		Save the file using the following convention: File Name - EntityName_AppC.pdf	
WWER Pilot Project: Attachment A - Proposed Scope of Work Template	Attachment A W... DOCX - 17.89 KB		Please use the following naming convention to save the file: File Name - EntityName_Atta.pdf	
WWER Pilot Project: Attachment B - Project Budget Template	Attachment B W... XLSX - 25.78 KB		Please use the following naming convention to save the file: File Name - EntityName_AttB.pdf	

Additional Documentation

Form Name	File Upload	Preview

16. Once you have submitted your application you will receive a confirmation email.

Massachusetts Executive Office of Energy and Environmental Affairs

Grants Management System

Grant Application Submitted

Your application for [TITLE] has been successfully submitted. You can view updates to your application status in your grantee portal.

[View Grantee Portal](#)

Please note: Do not Reply. This email was sent from an unmanaged mailbox and is not monitored. For assistance or to contact your Program Manager, please navigate to the "Info Requests" tab in the Grantee Portal.

17. You can review the status of your application by logging into the [Grant Management System Applicant Portal](#).

[Title] - Submitted

EDIT GRANT APPLICATION

UPDATE GRANT PRIMARY CONTA...

Grant Info

Program Info

Task Checklist

Budget

Info Requests

Audit Trail

Documentation

Contract Info

Grant Life Cycle Phase

Apply

Grantee Recipient (Organization)

CHARLEMONT

Grant Creation Date

Jul 21st, 2025

Funding Program

WWER Pilot Grant

Application Information

Grant Application Title

[Title]

Grant Start Date

7/1/2025

Grant End Date

7/1/2028

Municipality

ABINGTON

County

Barnstable

Summary of Proposed Work

[Summary]

Grant Primary Contact

Gavin Porter

Total Amount Requested

\$15,000.00

Grant Phase

Apply

Grant Submission Date

7/24/2025

Primary Contact Info

Application Details

General Application and Project Site Overview

Entity Name

[Name]

Entity Function

Agriculture

Type of Governance

Municipal

Project Site/Building Name

[Site name]

Project Site Address

[No. Address, City/Town, STATE, Zip Code]

Project Site Municipality

Appendix D3: Post Application – Next Steps

The primary contact for your WWER Pilot Program project will contact you via the Grant Management System with additional required tasks or questions. Prompt response to these messages is crucial to the approval of your grant request. Failure to respond promptly and completely will delay processing of your application and could result in denial of your request. Applicants must supply ALL requested information within **one week** of receiving an email.

To view outstanding tasks, click **Tasks** on the left side of your screen. You will be able to see any tasks associated with your application, which you must complete to move your application through the system and expedite your grant review.

APPENDIX E: ONLINE APPLICATION QUESTIONS

Complete the following questions in the **APPLICATION DETAILS** section on the Grant Management System Portal. The following questions appear in the online application.

- Applicant and project location details
 - Entity Name
 - Entity Function
 - Type of Governance
 - Project Site/Building Name
 - Project Site Address, including No. Address, City/Town, STATE, Zip Code
 - Project Site Municipality, e.g. City/Town
 - Project Site County
 - Project Site phone Number
 - Main Office Address
 - Wastewater Utility Serving Project Site: use the [MassDEP Estimated Sewer Service Area Boundaries](#) via MassGIS MassMapper to confirm
 - Average Daily Wastewater Flow (GPM)
 - Electric Utility Serving the Project Site: use the [Department of Public Utilities Electric Utility Finder](#) to confirm
 - Total Annual Energy Usage (kWh)
 - Total Annual Electricity Costs (\$)
 - Energy Use Intensity (EUI) of Building(s) (kBtu/sf)
 - Gas Utility Serving the Project Site: use the [Department of Public Utilities Gas Utility Finder](#) to confirm
 - Total Annual Heating Costs (\$)
 - Total Annual Cooling Costs (\$)
 - Total Annual Estimated Carbon Dioxide (CO2) Emissions (metric tons)
- Project Description and Grant Request
 - Project Summary: Provide a brief project summary. Additional details and information can be included in the Project Narrative (Appendix A upload)
 - Will the WWER system be installed for a new or existing building?
 - New
 - Existing/Retrofit
 - Estimated Total Project Cost (\$)
 - Grant Amount Requested (\$) Utility Incentives (e.g. MassSave, Municipal Light Plant): If no incentive is available, report \$0
 - Other state grants (e.g. MassCEC, DOER): Report the summed funding sources total. Report the individual funding sources in the Funding Overview Portion of the Project Narrative (Appendix A upload). If there are no other funding sources, report \$0.
 - **Other Funding Sources *: Report the summed funding of all other funding sources. Report the individual funding sources in the Funding Overview portion of the Project Narrative (Appendix A). If there are no other funding sources, report \$0.**
 -
 - System heating demand analysis in ton hours
 - System heating demand analysis in ton hours @ year 30

- System cooling demand analysis in ton hours
- System cooling demand analysis in ton hours @ year 30
- Estimated sewer withdrawal rates in gallons per minute : minimum/low
- Estimated sewer withdrawal rates in gallons per minute : average
- Estimated sewer withdrawal rates in gallons per minute : maximum/high
- Square footage of project that is Residential
- Square footage of project that is Commercial
- Square footage of project that is Industrial
- Square footage of project that is Other
- Project Consultant and Contractor Information
 - Consultant Name
 - Consultant Organization
 - Consultant Email
 - Consultant Phone
 - Contractor Name
 - Contractor Organization
 - Contractor Email
 - Contractor Phone
 - Which wastewater energy technology provider are you working with?
 - If you indicated "Other" please indicate which wastewater technology provider or consultant is providing assistance to your project.

APPENDIX E1: ONLINE APPLICATION QUESTIONS (adapted for Phase 1)

Complete the following questions in the APPLICATION DETAILS section on the Grant Management System Portal. The following questions appear in the online application. Asterisk (*) indicates answer is required.

Section 1: General Application and Project Site Overview

Please complete all questions in this section. For questions pertaining to building energy, heating, or cooling needs, please use current building information if your proposed project is for an existing building. For a new building, please estimate these values as best as possible and, if the information is not known, enter zero (0).

Section 1 Questions

- Entity Name*
- Entity Function*
- Type of Governance*
- Project Site/Building Name*
- Project Site Address, including No. Address, City/Town, STATE, Zip Code*
- Project Site Municipality, e.g. City/Town
- Project Site County*
- Project Site phone Number
- Main Office Address*
- Wastewater Utility Serving Project Site*: Input the name of the system providing sewer services to the project site. Refer to this online map to determine the name of the system:
<https://bit.ly/MassDEP-Sewer-ServiceAreas>
- Electric Utility Serving the Project Site*: Input the name of the electric company providing electricity to the project site. Refer to this map to determine the name of the electric company:
<https://www.mass.gov/info-details/find-my-electric-gas-and-water-company#find-my-electric-company>
- Total Annual Energy Usage (kWh) *: provide an estimated annual usage
- Total Annual Electricity Costs (\$)*
- Energy Use Intensity (EUI) of Building(s) (kBtu/sf) *: Provide an estimated value
- Gas Utility Serving the Project Site*: Input the name of the gas company providing gas to the project site. Refer to this map to determine the name of the electric company: <https://www.mass.gov/info-details/find-my-electric-gas-and-water-company#find-my-gas-company>
- Total Annual Heating Costs (\$)*
- Total Annual Cooling Costs (\$)*
- Total Annual Estimated Carbon Dioxide (CO2) Emissions (metric tons) *: If you don't have the Annual Estimated Carbon Dioxide (CO2) Emissions value, use the [Environmental Protection Agency's Greenhouse Gas Equivalencies Calculator](#). To estimate the Total Annual Estimated CO2 Emissions (metric tons), convert the energy and fuel usage for heating and cooling the building to the equivalent amount of CO2 emissions and summing the total emissions amount.

Project Description and Grant Request

- Project Summary*: Provide a brief project summary. Additional details and information can be included in the Project Narrative (Appendix A upload)
- Will the WWER system be installed for a new or existing building? *
 - New
 - Existing/Retrofit
- Estimated Total Project Cost (\$)*
- Grant Amount Requested (\$)*
- Utility Incentives (e.g. MassSave, Municipal Light Plant) *: If no incentive is available, report \$0
- Other state grants (e.g. MassCEC, DOER) *: Report the summed funding sources total. Report the individual funding sources in the Funding Overview Portion of the Project Narrative (Appendix A upload). If there are no other funding sources, report \$0.
- Other Funding Sources *: Report the summed funding of all other funding sources. Report the individual funding sources in the Funding Overview portion of the Project Narrative (Appendix A). If there are no other funding sources, report \$0.
- System heating demand analysis in ton hours: provide information for current building; enter N/A if not known
- System heating demand analysis in ton hours @ year 30: provide information for current building to obtain projections of actual change in heating/cooling loads due to the anticipated or potential for expansion of customers and space proposed by the current project; enter N/A if not known
- System cooling demand analysis in ton hours: provide information for current building; enter N/A if not known
- System cooling demand analysis in ton hours @ year 30: provide information for current building to obtain projections of actual change in heating/cooling loads due to the anticipated or potential for expansion of customers and space proposed by the current project; enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute : minimum/low: enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute : average: enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute : maximum/high: enter N/A if not known
- Square footage of project that is Residential*: enter N/A if not applicable
- Square footage of project that is Commercial*: enter N/A if not applicable
- Square footage of project that is Industrial*: enter N/A if not applicable
- Square footage of project that is Other: enter N/A if not applicable

Project Consultant and Contractor Information

- Consultant Name
- Consultant Organization
- Consultant Email
- Consultant Phone
- Contractor Name
- Contractor Organization
- Contractor Email
- Contractor Phone

- Which wastewater energy technology provider are you working with? *: If you are engaging with a few technology providers, please select other and describe which providers you are working with in the next question
- If you indicated "Other" please indicate which wastewater technology provider or consultant is providing assistance to your project. *

APPENDIX E2: ONLINE APPLICATION QUESTIONS (adapted for Phase 2)

Complete the following questions in the APPLICATION DETAILS section on the Grant Management System Portal. The following questions appear in the online application. Asterisk (*) indicates answer is required.

Section 1: General Application and Project Site Overview

Please complete all questions in this section. For questions pertaining to building energy, heating, or cooling needs, please use information from the energy assessment completed for your proposed project. For a new building, please estimate these values as best as possible and, if the information is not known, enter zero (0).

Section 1 Questions

- Entity Name*
- Entity Function*
- Type of Governance*
- Project Site/Building Name*
- Project Site Address, including No. Address, City/Town, STATE, Zip Code*
- Project Site Municipality, e.g. City/Town
- Project Site County*
- Project Site phone Number
- Main Office Address*
- Wastewater Utility Serving Project Site*: Input the name of the system providing sewer services to the project site. Refer to this online map to determine the name of the system:
<https://bit.ly/MassDEP-Sewer-ServiceAreas>
- Electric Utility Serving the Project Site*: Input the name of the electric company providing electricity to the project site. Refer to this map to determine the name of the electric company:
<https://www.mass.gov/info-details/find-my-electric-gas-and-water-company#find-my-electric-company>
- Total Annual Energy Usage (kWh)*: As identified in your Energy Assessment
- Total Annual Electricity Costs (\$) *: As identified in your Energy Assessment
- Energy Use Intensity (EUI) of Building(s) (kBtu/sf)*: As identified in your Energy Assessment
- Gas Utility Serving the Project Site*: Input the name of the gas company providing gas to the project site. Refer to this map to determine the name of the electric company: <https://www.mass.gov/info-details/find-my-electric-gas-and-water-company#find-my-gas-company>
- Total Annual Heating Costs (\$) *: As identified in your Energy Assessment
- Total Annual Cooling Costs (\$) *: As identified in your Energy Assessment
- Total Annual Estimated Carbon Dioxide (CO₂) Emissions (metric tons) *: If you don't have the Annual Estimated Carbon Dioxide (CO₂) Emissions value, use the [Environmental Protection Agency's Greenhouse Gas Equivalencies Calculator](#). To estimate the Total Annual Estimated CO₂ Emissions (metric tons), convert the energy and fuel usage for heating and cooling the building to the equivalent amount of CO₂ emissions. Sum the total emissions amount.
- Did you apply for Phase 1 funding? *
 - If yes, did you receive funding? *

- If your Phase 1 assessment was funded, were there any modifications to the project proposal? *
 - If yes, describe the modifications
- If your Phase 1 assessment was not funded, were there any modifications to the project proposal? *
 - If yes, describe the modifications

Project Description and Grant Request

- Project Summary*: Provide a brief project summary. Additional details and information can be included in the Project Narrative (Appendix A upload)
- Will the WWER system be installed for a new or existing building? *
 - New
 - Existing/Retrofit
- Estimated Total Project Cost (\$)*
- Grant Amount Requested (\$)*
- Utility Incentives (e.g. MassSave, Municipal Light Plant) *: If no incentive is available, report \$0
- Other state grants (e.g. MassCEC, DOER) *: Report the summed funding sources total. Report the individual funding sources in the Funding Overview Portion of the Project Narrative (Appendix A upload). If there are no other funding sources, report \$0.
- Other Funding Sources *: Report the summed funding of all other funding sources. Report the individual funding sources in the Funding Overview portion of the Project Narrative (Appendix A). If there are no other funding sources, report \$0.
- System heating demand analysis in ton hours*: provide information as documented in your Energy Assessment
- System heating demand analysis in ton hours @ year 30*: provide information for your proposed project if an expansion of customers, building space, or other change in demand is already anticipated; the year 30 demand should reflect those projected conditions. This information is expected to be documented in your Energy Assessment
- System cooling demand analysis in ton hours*: provide information as documented in your Energy Assessment
- System cooling demand analysis in ton hours @ year 30*: provide information for proposed project if an expansion of customers, building space, or other change in demand is already anticipated; the year 30 demand should reflect those projected conditions. This information is expected to be documented in your Energy Assessment; enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute: minimum/low*: This information is expected to be documented in your Energy Assessment, enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute : average*: This information is expected to be documented in your Energy Assessment, enter N/A if not known
- Estimated sewer withdrawal rates in gallons per minute : maximum/high: enter N/A if not known
- Square footage of project that is Residential*: enter N/A if not applicable
- Square footage of project that is Commercial*: enter N/A if not applicable
- Square footage of project that is Industrial*: enter N/A if not applicable
- Square footage of project that is Other: enter N/A if not applicable

Project Consultant and Contractor Information

- Consultant Name*
- Consultant Organization*
- Consultant Email*
- Consultant Phone*
- Contractor Name*
- Contractor Organization*
- Contractor Email*
- Contractor Phone*
- Which wastewater energy technology provider are you working with?*: Please select other if your provider is not listed.
 - If you indicated "Other" please indicate which wastewater technology provider or consultant is providing assistance to your project.*

APPENDIX F: GLOSSARY

Applicant: An Applicant is any entity identified in Section E of this Grant Announcement that responds with a completed application, including all Required Application Materials To Be Submitted On-Line in Section J, and other required documentation as specified herein. For definition purposes, an Applicant is the same as a “bidder” as defined in 801 CMR 21.00 (Procurement of Commodities and Services).

Building Envelope: A building envelope is the component that separates the exterior of the building from the interior. It's the shell of the building, and as such, the envelope is a key consideration when constructing a building. It affects the ventilation, climate, energy consumption and protection of occupants and interiors.

Burdened Area: A census block group which is subject to an existing unfair or inequitable environmental burden or related health consequence. Burdened Area(s) are identified through MassEnviroScreen.

Clean Energy Results Program (CERP): The program within MassDEP that is responsible for the procurement and implementation of this Wastewater Energy Recovery Grant Opportunity.

COMMBUYS: The Commonwealth's eProcurement Access and Solicitation Website (COMMBUYS) is a free, around-the-clock internet access site that provides bid/solicitation/procurement documents for all goods and services that are available either on existing Commonwealth state-wide contracts or are issued by other Eligible Entities of the Commonwealth of Massachusetts (including MassDEP). Announcements for Grant Opportunities and Notification of selection (and non-selection) for Grant Awards must also be posted on COMMBUYS pursuant to 815 CMR 2.00 (Grants and Subsidies).

Commercial Building: A commercial building refers to any building used for commercial purposes such as offices, warehouses, and retail businesses, e.g., shopping plazas, restaurants, hotels and entertainment venues.

Environmental Justice (EJ): Environmental Justice (EJ) is based on the principle that all people have a right to be protected from environmental pollution and to live in and enjoy a clean and healthful environment. EJ is the equal protection and meaningful involvement of all people with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies and the equitable distribution of environmental benefits.

Facility: Please see the definition for wastewater facilities that is found under the terms “Publicly Owned” wastewater and drinking water facilities.

Facility for all other Eligible Applicants for this grant program: “Facility” means any structure, building, or object which accommodates or is intended to accommodate Residential, Commercial, Educational, Industrial and/or Mixed-Use Activities. For purposes of the Wastewater Energy Recovery Pilot Grant, a Facility is specific to the organizational entity for which the grant application has been submitted. The Facility in these categories is the structure being upgraded through this pilot (i.e., Facility) by the owner.

Geothermal System: A heating and cooling system that uses the constant temperature of soil or water located below ground to heat and cool buildings. Geothermal energy is considered a renewable resource. Also called geothermal heat pumps, geoexchange, earth-coupled, ground-source, or water-source heat pumps (WSHP). A ground source or geoexchange system consists of a heat pump connected to a series of buried pipes. One can install the pipes either in horizontal trenches just below the ground surface or in vertical boreholes that go several hundred feet below ground.

Grant Announcement: also called a Request for Responses (RFR), the document describing the grant opportunity, terms, and response requirements.

Grantee: A Public or Non-Public Entity selected as a recipient of Grant. See 815 CMR 2.02 (definitions); see also Subrecipient definition below.

HVAC: Heating Ventilation and Air Conditioning.

Industrial Building: An industrial building refers to any structure used for industrial activities such as manufacturing, storage, or research and development.

Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA): EOEEA oversees the Commonwealth's six environmental, natural resource and energy regulatory agencies. Massachusetts is the first state in the nation to combine energy and environmental agencies under one Cabinet secretary.

Massachusetts Department of Environmental Protection (MassDEP): MassDEP is an Executive Department under the Executive Office of Energy and Environmental Affairs (EEA). MassDEP's mission is to protect and enhance the Commonwealth's natural resources - air, water, and land - to provide for the health, safety, and welfare of all people, and to ensure a clean and safe environment for future generations. Within EEA, MassDEP administers the Clean Energy Results Program (CERP), in Partnership with the Massachusetts Department of Energy Resources and the Massachusetts Clean Energy Center.

Massachusetts Department of Energy Resources (DOER): DOER is an Executive Department under the Executive Office of Energy and Environmental Affairs (EEA). Within EEA, DOER develops and implements policies and programs aimed at ensuring the adequacy, security, diversity, and cost-effectiveness of the Commonwealth's energy supply to create a clean, affordable and resilient energy future for all residents, businesses, communities, and institutions.

Massachusetts Clean Energy Center (CEC): The Massachusetts Clean Energy Center (MassCEC) is a state economic development agency dedicated to accelerating the growth of the clean energy sector across the Commonwealth to spur job creation, deliver statewide environmental benefits and to secure long-term economic growth for the people of Massachusetts.

Mass Save®: Mass Save® is a collaborative of Massachusetts' natural gas, electric utilities and energy efficiency service providers (Berkshire Gas, Cape Light Compact, Eversource, Liberty Utilities, National Grid and Until) that provides technical and financial assistance in helping their customers across Massachusetts save money and energy, leading our state to a clean and energy efficient future.

MassEnviroScreen: A data-driven, mapping tool used to help identify Burdened Areas in Massachusetts based on a cumulative burden score that incorporates exposure to pollution and climate risks and the presence of sensitive or vulnerable populations, as well as whether the community meets a criterion related to lower household income.

Municipal Owned Facility: A Massachusetts city, town or special district that owns a building or buildings in order to provide governmental services to their citizens.

Nonprofit Owned Facility: A nonprofit organization that owns a building or buildings that is formed for civic, charitable, or other public purposes and not for personal pecuniary gain. Some nonprofit organizations are operated primarily for the public benefit. Others advance the mutual interests of their members. A nonprofit organization is not necessarily exempt from federal or state taxes.

Privately Owned Facility: A privately owned facility is a building or area that is owned by a private company or individual, rather than the government.

Public Entity: Any city, town, special district, or the Massachusetts Water Resources Authority.

Publicly Owned Wastewater Treatment Facilities: A public entity that owns any device or system used in the treatment (including recycling and reclamation) of municipal sewage or industrial pre-treated liquid wastes. This system includes collection, distribution, pumping and lift stations and treatment within the entire sewer system.

State Owned Facility: A state owned facility that is owned outright by the state of Massachusetts or a facility that is being purchased by the state, and those facilities which the state has provided full or partial construction funding or provides full or partial operations funding. For example, this can include a building or buildings at state agencies, correctional institutions, colleges, universities, etc.

Wastewater or Sewer Heat Recovery: Sewer heat recovery systems pull thermal energy from wastewater instead of burning fossil fuels. A heat pump is used to capture the warmth of wastewater and transfer it to a clean water distribution pipe that enters individual buildings. It is a closed-loop system, meaning the wastewater never touches the clean water. The wastewater flows back into the sewer; the heat is transferred to the clean water that is distributed to heat and cool the buildings.

Water Source Heat Pumps (WSHP): A water source heat pump system (WSHP) is one of the most efficient HVAC systems available for heating and cooling buildings. The water source heat pump replaces the outdoor fan and coil with a heat exchanger.

ATTACHMENTS

ATTACHMENT 1: PROPOSED SCOPE OF WORK: Phases 1, 2, and 3

Please provide the proposed project tasks, deliverables, and estimated schedule below **OR** attach a proposed scope of work proposal from a consultant for the planned assessment, design, construction work that will serve as Attachment 1 for each project phase.

Task One:

Estimated Completion Date:

DESCRIPTION:

Subtasks or Deliverables will include:

Task Two:

Estimated Completion Date:

DESCRIPTION:

Subtasks or Deliverables will include:

Task Three:

Estimated Completion Date:

DESCRIPTION:

Subtasks or Deliverables will include:

{Add in additional tasks as needed for your project.

ATTACHMENT 2: BUDGET TABLE

The total cost to complete the tasks associated with this scope of work is \$ [Total Phase Cost].

[Please complete and submit a separate budget table: **See Excel Spreadsheet WWER Project Budget Template**]