

**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

THIRD 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: [September 24, 2026](#)

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**THIRD 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: **PHASE 2 GUIDANCE FOR DEVELOPING PHASE 3 CONSTRUCTION SUBMISSION**

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, **business case for proposed project**, work completed to date, overview of project budget, organizations engaged, **operational benefits, simple payback/public return on investment**, 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 – **Phase 2 Guidance for Developing Phase 3 Construction Submission**
- 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)**
 - **Attachment 4 - non-municipal applicants must submit a letter of support from the municipality and POTW that would be affected by the WWER project. (Required for Phases 2 and 3)**
 - **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. If you have completed an ASHRAE Level I or Level II energy audit, you can upload the full report as an additional attachment during the Phase 2 or Phase 3 application, respectively (e.g., File Name – Entity Name_MassSave_inc_email.pdf)**

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](https://my.mass.gov/) 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, business case for proposed project, work completed to date, overview of project budget, organizations engaged, operational benefits, simple payback/public return on investment, 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 – Phase 2 Guidance for Developing Phase 3 Construction Submission
 - (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)
 - Attachment 3 – deliverables produced from previous phase fundings or equivalent documents (for phases 2,3)
 - Attachment 4 – non-municipal applicants or municipalities that don't own the POTW must submit a letter of support from the municipality and POTW that would be affected by the WWER project. Support includes an agreement from the municipality/POTW to provide access to/review of wastewater components, as well as acknowledgement that the proposed WWER (based on available information) will not impede operations/maintenance of the sewer system infrastructure (for phase 2,3)
 - 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. If you have completed an ASHRAE Level I or Level II energy audit, you can upload the full report as an additional attachment during the Phase 2 or Phase 3 application, respectively (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, **business case for proposed project**, work completed to date, overview of project budget, organizations engaged, **operational benefits, simple payback/public return on investment⁴**, 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 Other Funding Sources (Mass Save®, MLP, MassCEC, DOER, Other Grants etc.) ⁵				Total Funding From Applicant (including financing)	WWER Funding Requested
Total Project Cost						
\$	\$	\$	\$	\$	\$	\$
Funding Source						
Percentage (%)	%	%	%	%	%	%

⁴ Public Return on Investment (ROI) = total project cost divided by annual energy savings

⁵The 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: PHASE 2 GUIDANCE FOR DEVELOPING PHASE 3 CONSTRUCTION SUBMISSION

The project information and drawings should address the three primary components of a WWER system: Wastewater Source, WWER Technology and Heat Recovery System, and Energy Use and Building/HVAC Integration. Appendix C is designed to be a guidance for Phase 2: Design deliverables and required components of Phase 3: Construction application submission.

Applicants must ensure they work directly with the relevant municipal, state or federal authorities to ensure all applicable legal requirements are met.

A. Project Information and Design Basis

Provide the following general project information:

1. Project Manager – Provide the project manager's name and contact information
2. Basis of Design (BOD): Provide a narrative describing the overall design approach, key assumptions, design criteria, proposed system configuration, basis for selecting the proposed WWER approach, and the existing building systems and their current condition/status that are relevant to the proposed design.
3. Heating and Cooling Demand – Provide the existing annual heating and/or cooling demand in ton-hours, as applicable. Where changes in demand are anticipated, provide projected demand at five-year increments through Year 30 based on reasonably anticipated conditions, such as additional customers, building expansion, additional conditioned space, changes in building use, or other projected load growth. If no significant expansion or change in demand is projected, the Year 30 demand should be based on the current facility and its existing heating or cooling demand.
4. Estimated System Performance – Provide supporting calculations and/or energy modeling demonstrating the estimated heating and cooling loads and anticipated WWER system performance.
5. Design Schedule – Provide a design schedule identifying major milestones. Suggested milestones may include 30%, 60%, and 90% design, wastewater utility/sewer owner review and comments, and the anticipated start of construction; however, applicants may identify other milestones that are appropriate to the proposed project.

B. Wastewater Source

Provide information that identifies and characterizes the wastewater source and demonstrates that the associated wastewater infrastructure will be protected. Information should include the following:

1. The wastewater infrastructure owner/operator. The wastewater source (e.g., WWTP influent/effluent, sewer/interceptor, pump station, building discharge, or other source). The proposed WWER connection/access point; and existing wastewater infrastructure and access points affected by the project.
2. Wastewater characteristics used as the basis for design, including, as applicable: Low, average, and peak wastewater flows; Wastewater temperatures and anticipated seasonal variations; Solids conditions; and other wastewater characteristics that may affect system design or operation.

Where applicable, provide a solids balance for low, average, and high flow conditions and describe how solids will be managed or returned to the wastewater system, including any anticipated retention of wastewater or solids outside the normal conveyance system.

3. Describe how the wastewater collection and/or treatment system will be protected during construction, operation, maintenance, and equipment failure or shutdown.

Where temporary interruption or diversion of wastewater flow is required, provide a preliminary bypass/diversion approach coordinated with the applicable wastewater utility. The WWER technology cannot impede operation or maintenance of the sewer system infrastructure.

4. Identify affected wastewater utility easements and public or utility Rights-of-Way (ROW); and provide a site map showing affected easements and ROWs.

Where the project includes new foundations, buried piping, significant excavation, trenches, vaults, or other subsurface construction, provide available geotechnical information, as applicable, including: historical geotechnical data; boring locations/plans; soil boring information; groundwater conditions; and relevant geotechnical design recommendations.

Provide soil resistivity/corrosivity information where needed to evaluate buried metallic components. A new comprehensive geotechnical investigation is not required for projects limited to existing structures, foundations, and primarily aboveground construction unless site-specific conditions warrant it.

C. WWER Technology and Heat Recovery System

1. Describe the major WWER equipment, including, as applicable: Wastewater heat exchanger; Heat pumps; Pumps; Screening or pretreatment equipment; Wet wells or tanks; Intermediate heat-transfer loops; Thermal-energy storage; Controls and instrumentation; and Metering equipment. Identify the anticipated technology provider or equipment manufacturer, if known (e.g., HUBER, SHARC, UHRIG, or other).

2. System Configuration and Energy Flow: Provide a one-line concept diagram showing the relationship between: Wastewater Source → Heat Capture → Heat Transport → Heat Pump/Heat Exchange → Thermal Storage (if applicable) → Energy Use
3. Provide a before-and-after energy-flow diagram showing: Existing energy source and energy flow; and Proposed energy flow following implementation of the WWER project.

The drawings should clearly demonstrate separation between wastewater and the building-side or user-side heat-transfer fluid, as applicable to the proposed technology.

D. Energy Use and Building/HVAC Integration

1. Describe the Energy User(s), such as: Municipal building; School; University or campus; Hospital; Residential or multifamily development; Commercial building; Industrial facility; Wastewater treatment facility; or Other energy user.

Where expansion of the energy distribution system is planned or anticipated, provide a physical map showing the current intended customer or energy-user base and the projected expansion of the customer base at five-year intervals.

2. Describe the existing building heating, cooling, and domestic hot-water systems and their current condition. Including: Existing heating source(s); Existing cooling source(s); Domestic hot-water systems, where applicable; Existing fuel/energy sources; Existing major mechanical equipment; and Equipment anticipated to remain, be replaced, or be modified as part of the project.
3. Identify the existing and proposed HVAC distribution and terminal systems that will receive heating or cooling from the WWER system,
4. Describe any modifications required to allow the existing HVAC system to operate with the proposed WWER system, including required supply-water temperatures and other operational limitations.

E. Drawing Package Requirements

Provide a Drawing Index identifying the drawings anticipated to complete the project. The schematic drawing package should include, as applicable:

1. Cover sheet and drawing index;
2. General symbols, legends, and abbreviations;
3. Existing conditions/site plan;
4. Wastewater source and connection plan;

5. Pipeline plans and profiles, including pipe size, pipe material, pipe access and connection points, flow and/or temperature meter locations, wet well location and size where applicable, major utility crossings, elevations, and piping corridors;
6. WWER process/one-line diagram;
7. Before-and-after energy-flow diagram;
8. Mechanical/HVAC plans;
9. Plumbing/piping plans, including mechanical/building-side piping, equipment connections, valves, access points, and metering;
10. Mechanical room plans and sections;
11. Structural/foundation plans; and
12. Relevant site, utility, easement, and ROW information.

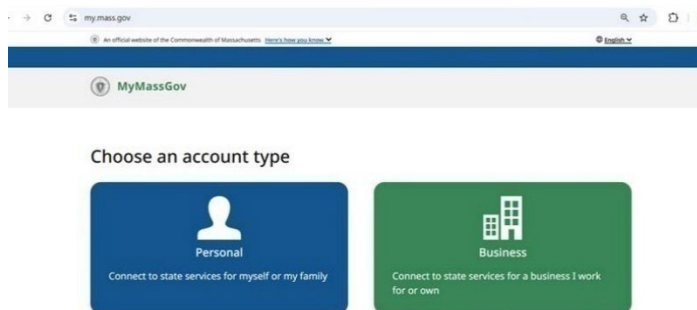
Drawings should use consistent title blocks, equipment names, pipe identification, symbols, and naming conventions throughout the submission.

APPENDIX D: GRANT MANAGEMENT SYSTEM GUIDANCE

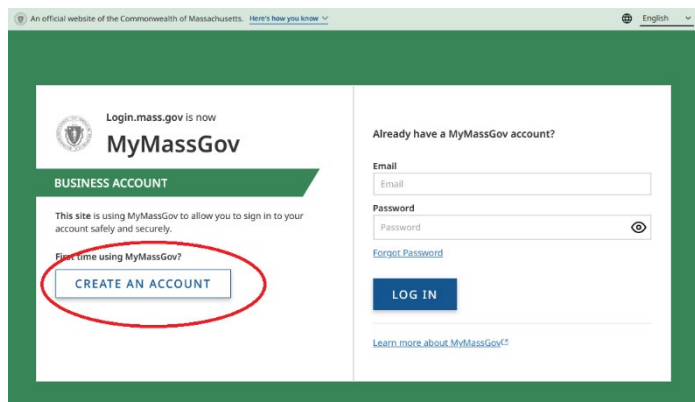
Appendix D1: Grant Management System Registration

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 1 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

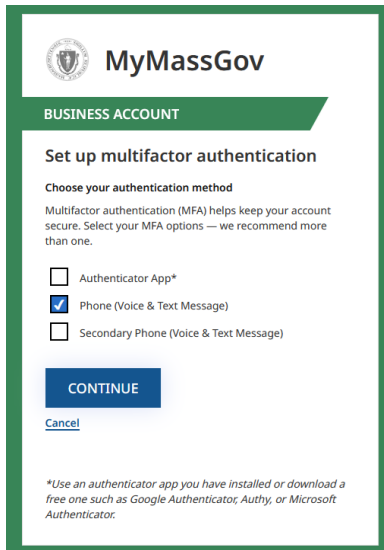
New Password

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.

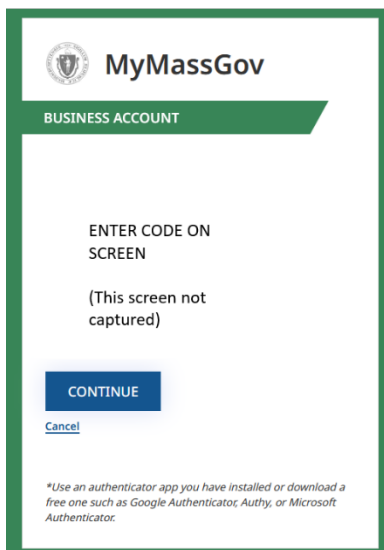
☐ Authenticator App*
☒ Phone (Voice & Text Message)
☐ Secondary Phone (Voice & Text Message)

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

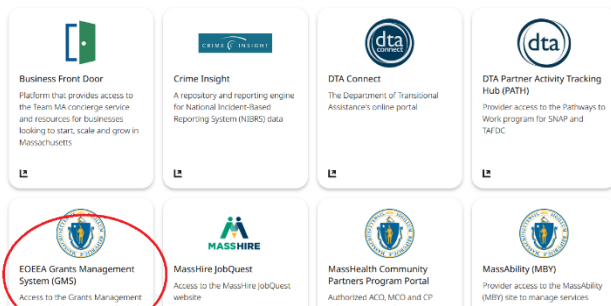
[Cancel](#)

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

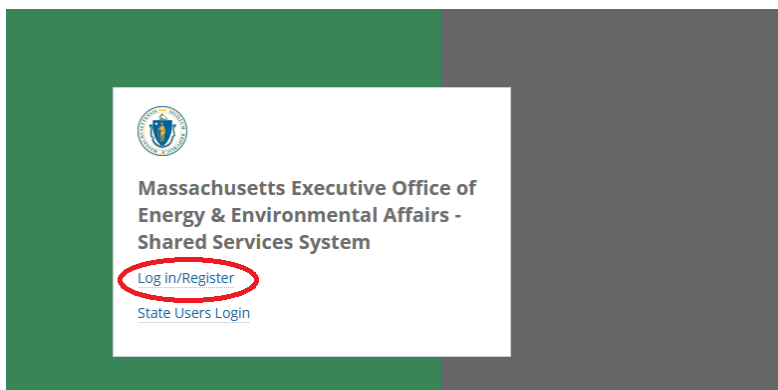
14. **You now have a [MyMassGov](#) account.** For MassDEP grants, select EOEEA Grants Management System.

Select a service to log in

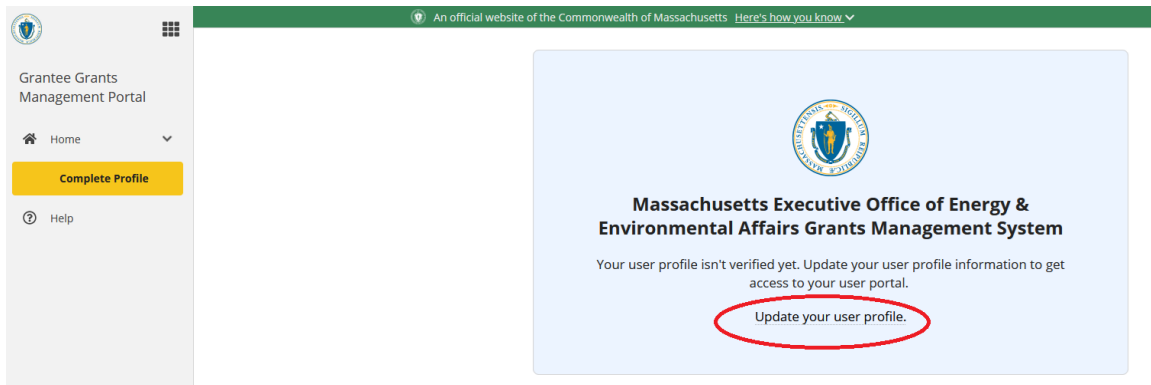
Don't see the application you're looking for? [Search for it here](#)



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](#)

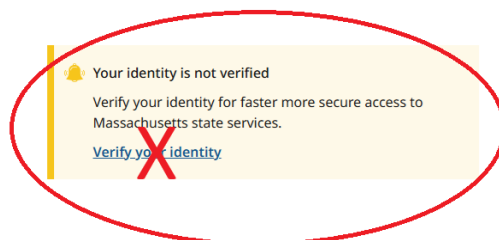
18. A confirmation screen appears after the last step.



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](#)

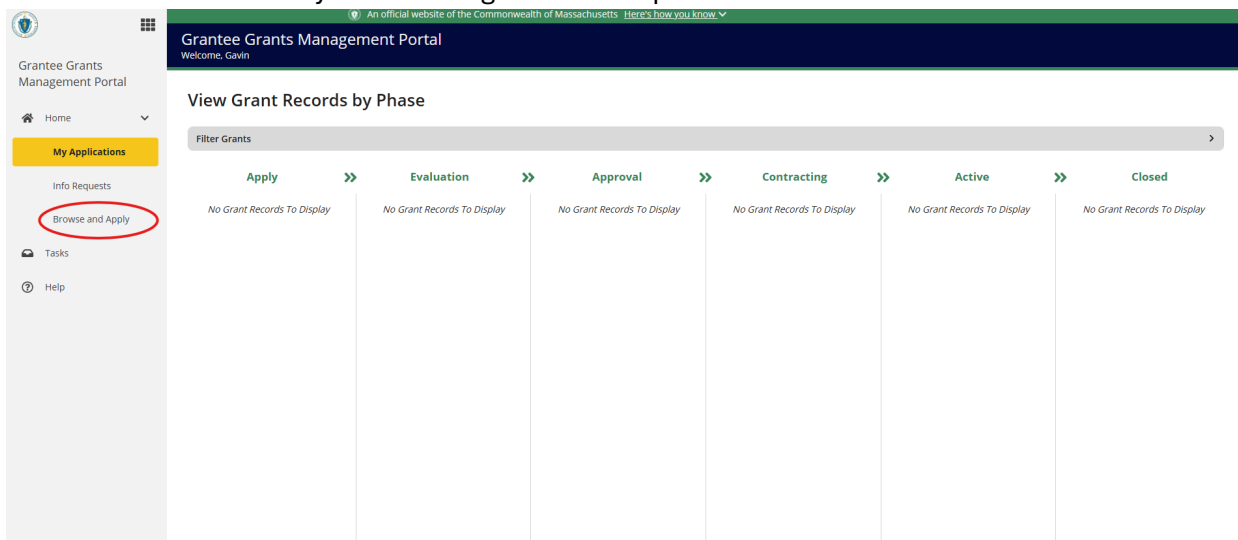
Once you have a [MyMassGov](#) account, you may login directly to the [EEA Grants Management System](#) using the following url: [greenhub.mass.gov](#).

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

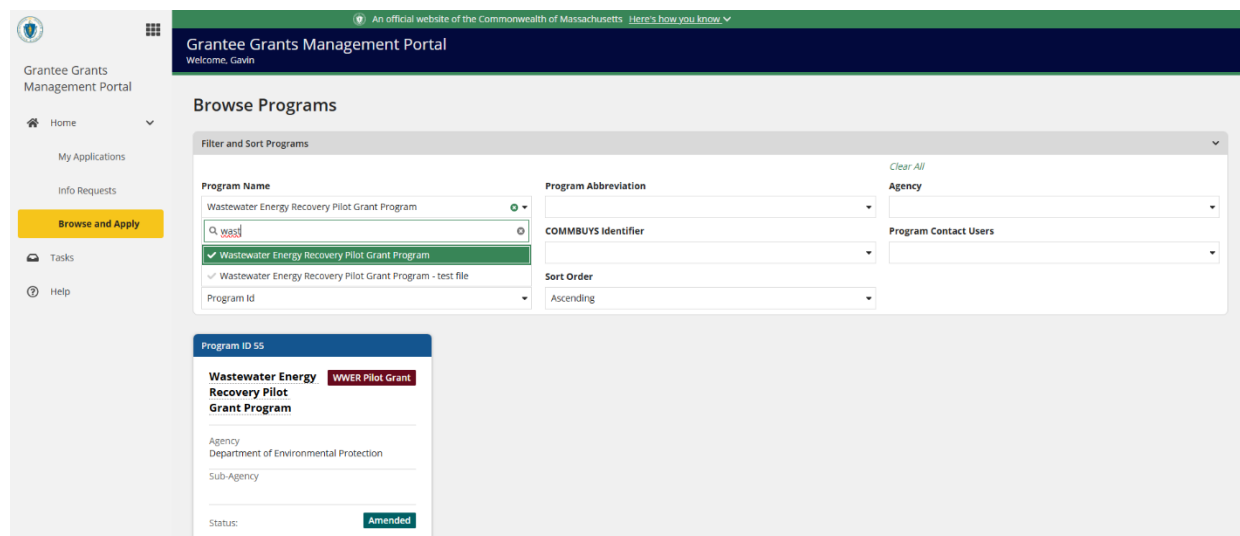
Appendix D2: Submitting an Application

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.

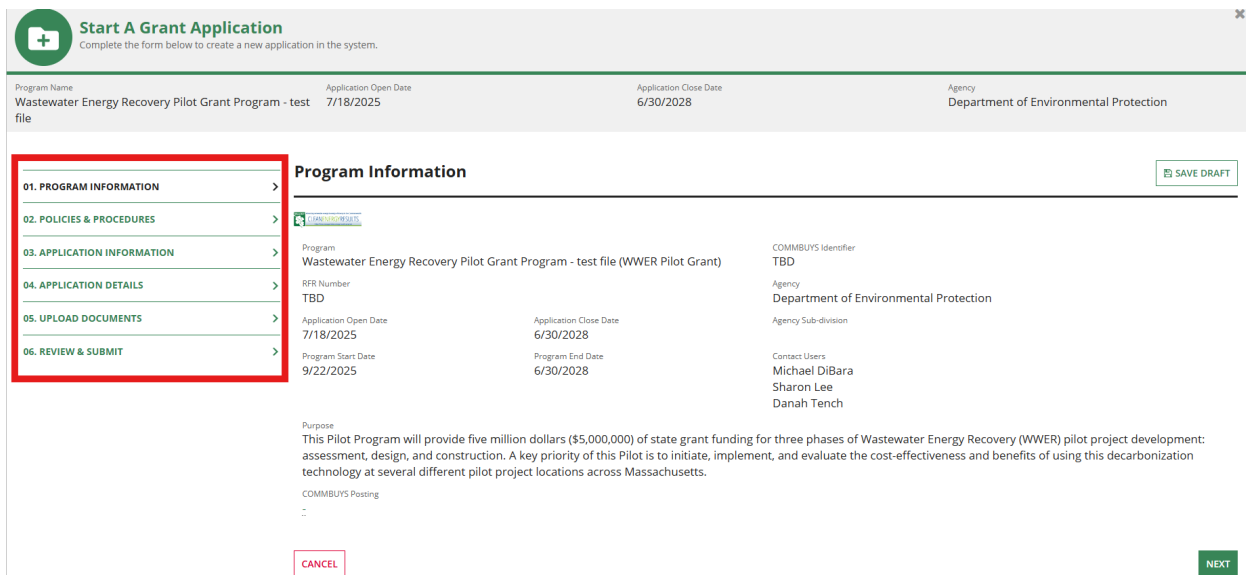
- To start applying, click **Start Grant Application** in the top right corner.

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' section 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

Program Information SAVE DRAFT

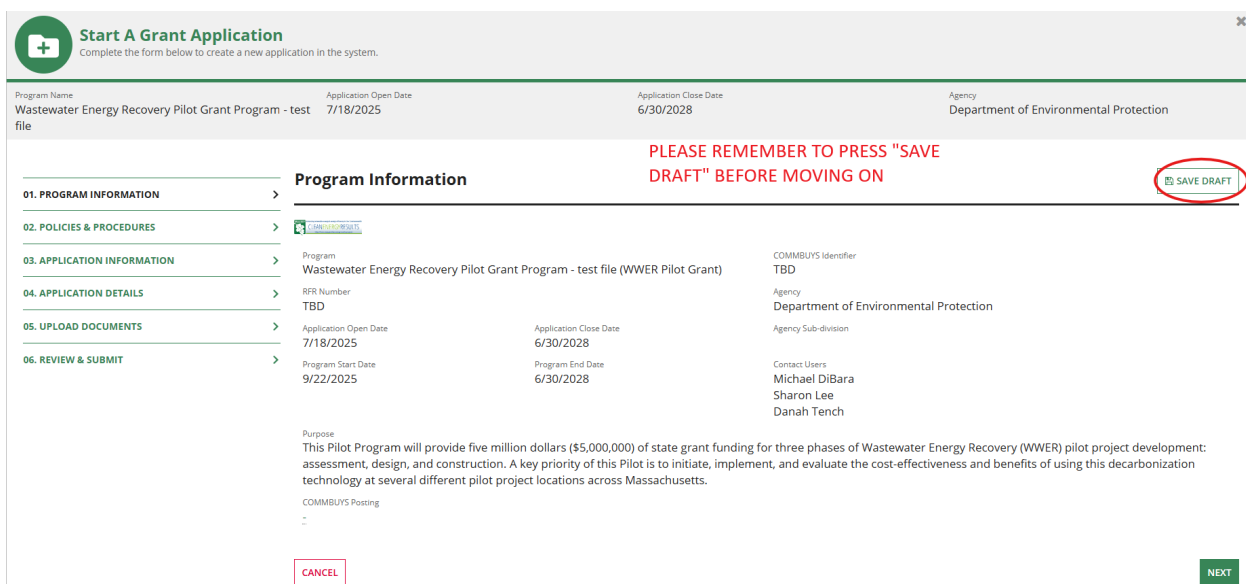
Program: Wastewater Energy Recovery Pilot Grant Program - test file (WWER Pilot Grant)
COMMBUYS Identifier: TBD
RFR Number: TBD
Agency: Department of Environmental Protection
Agency Sub-division:
Application Open Date: 7/18/2025
Application Close Date: 6/30/2028
Program Start Date: 9/22/2025
Program 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 (WWER) 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.



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

Program Information PLEASE REMEMBER TO PRESS "SAVE DRAFT" BEFORE MOVING ON SAVE DRAFT

Program: Wastewater Energy Recovery Pilot Grant Program - test file (WWER Pilot Grant)
COMMBUYS Identifier: TBD
RFR Number: TBD
Agency: Department of Environmental Protection
Agency Sub-division:
Application Open Date: 7/18/2025
Application Close Date: 6/30/2028
Program Start Date: 9/22/2025
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COMMBUYS Posting
.

CANCEL NEXT

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 ? *	Grant Start Date ? *	Grant End Date ? *
[Title]	08/01/2025 	02/01/2026 
Municipality ? *	Total Amount Requested *	
ABINGTON 	\$25,000.00	
County ?	Grant Primary Contact ? *	
Barnstable 	Gavin Porter (gavin.porter@mass.gov)	
Summary of Proposed Work *	Primary Contact Info	
[Summary] 9/1000	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 *	
04. APPLICATION DETAILS	[Name] 6/4000	
05. UPLOAD DOCUMENTS	Entity Function *	
06. REVIEW & SUBMIT	Agriculture	
	Type of Governance *	
	Municipal	
	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 3.
- b. NOTE: Use the following naming convention to save each file before uploading: File Name – EntityName_AppA.pdf

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

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

Total Amount Requested \$15,000.00

County Barnstable

Grant Phase Apply

Summary of Proposed Work [Summary]

Grant Submission Date 7/24/2025

Grant Primary Contact Gavin Porter

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.

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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
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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. If no significant expansion or change in demand is projected, the Year 30 demand should be based on the current facility and its existing heating demand
- 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. If no significant expansion or change in demand is projected, the Year 30 demand should be based on the current facility and its existing cooling demand
- 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
- Energy Assessment/feasibility report*: Submit a Technical Assistance Study prepared by an energy utility, consultant, wastewater energy recovery technology provider, or the applicant's engineering team. If you were funded by the WWER Phase 1 Assessment, please submit all final deliverables and reports you received. If you did not receive WWER Phase 1 funding, please submit document(s) that include a preliminary WWER project plan, estimated project costs, projected energy savings and greenhouse gas (GHG) emission reductions, and a basic site diagram illustrating the proposed use of recovered wastewater energy for space heating, cooling, hot water, or other applicable uses. The study should also identify the existing heating and cooling loads of the building(s) under consideration and evaluate potential wastewater energy sources, such as onsite sanitary lines, municipal sewer lines, pump stations, or effluent channels,
- Letters of Support*: Upload the required letters of support from the applicable municipality or Publicly Owned Treatment Works (POTW). Non-municipal applicants and applicants that do not own the affected POTW must submit letters confirming agreement to provide access to and review of the relevant wastewater infrastructure acknowledging that, based on available information, the proposed WWER project is not expected to interfere with the operation or maintenance of the sewer system infrastructure. If the municipality owns the POTW, submit a letter of ownership.
- Other Supporting Documentation: Upload any available supporting documentation from other grant or incentive partners, such as grant award notices, application acknowledgments, or communications indicating potential eligibility for funding or incentives. Please follow the file-naming convention (e.g., Entity Name_MassSave_inc_email.pdf).
- ASHRAE Level I or Level II: If an ASHRAE Level I or Level II Energy Audit has been completed, you may upload the report in this section.

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 (see images below for reference)**]

MASSACHUSETTS WASTEWATER ENERGY RECOVERY PILOT PROGRAM - PROJECT BUDGET									
PHASE 1: Wastewater Energy Recovery (WWER) Assessment									
GRANTEE NAME									
PROJECT NAME									
PROJECT ADDRESS									
Total Budget								\$10,055.00	
Complete the Budget Template below or equivalent. The budget should be broken down according to tasks listed in the Scope of Work.									
LABOR									
Task Number	Task Description	Principal	Sr Engineer	Engineer	Jr Engineer	Project Manager	Admin	Total Hours	Total Labor:
		\$150.00	\$120.00	\$100.00	\$80.00	\$75.00	\$50.00		
1	Kickoff Meeting	1.0	2.0			2.0	2.0	7.0	\$ 640.00
2	Data Collection		2.0	10.0	15.0	3.0	2.0	32.0	\$2,765.00
3	WWER Assessment	12.0	15.0			10.0	6.0	43.0	\$4,650.00
								-	\$ -
or	XYZ Consulting Services							-	\$ lump sum
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
		\$1,950.00	\$2,280.00	\$1,000.00	\$1,200.00	\$1,125.00	\$500.00	82.0	\$8,055.00
EXPENSES									
Item	Total Cost								
Metering equipment	\$500.00								
Temperture sensors	\$1,500.00								
Total Expenses								\$2,000.00	

MASSACHUSETTS WASTEWATER ENERGY RECOVERY PILOT PROGRAM - PROJECT BUDGET									
PHASE 2: Wastewater Energy Recovery (WWER) Design									
GRANTEE NAME									
PROJECT NAME									
PROJECT ADDRESS									
								Total Budget	\$35,115.00
Complete the Budget Template below or equivalent. The budget should be broken down according to tasks listed in the Scope of Work.									
LABOR									
Task Number	Task Description	Principal	Sr Engineer	Engineer	Jr Engineer	Project Manager	Admin	Total Hours	Total Labor:
		\$150.00	\$120.00	\$100.00	\$80.00	\$75.00	\$50.00		
1	Assemble Design Team	1.0	2.0			5.0	6.0	14.0	\$1,065.00
2	WWER Sytem Design, Schematic Drawings	25.0	35.0	45.0	50.0	60.0	25.0	240.0	\$ 22,200.00
3	WWER Final Design Submission	12.0	20.0	18.0	35.0	10.0	6.0	101.0	\$9,850.00
or	XYZ Consulting Seviles							-	\$ -
								-	\$ lump sum
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
								-	\$ -
		\$5,700.00	\$6,840.00	\$6,300.00	\$6,800.00	\$5,625.00	\$1,850.00	355.0	\$ 33,115.00
EXPENSES									
Item		Total Cost							
Metering equipment		\$500.00							
Temperture sensors		\$1,500.00							
								Total Expenses	\$2,000.00

MASSACHUSETTS WASTEWATER ENERGY RECOVERY PILOT PROGRAM - PROJECT BUDGET

PHASE 3: Wastewater Energy Recovery (WWER) Construction

GRANTEE NAME

PROJECT NAME

PROJECT ADDRESS

Total Budget

\$0.00

Complete the Budget Template below or equivalent. The budget should be broken down according to tasks listed in the Scope of Work.

LABOR

Task Number	Task Description	Principal	Sr Engineer	Engineer	Jr Engineer	Project Manager	Admin	Total Hours	Total Labor:	Lump Sum
		\$150.00	\$120.00	\$100.00	\$80.00	\$75.00	\$50.00			
1	Project Management								\$ -	\$ -
2	Civil Work								\$ -	\$ -
3	Energy Engineering								\$ -	\$ -
4	Permitting							-	\$ -	\$ -
5	WWER System Materials							-	\$ -	\$ -
6	WWER System Labor							-	\$ -	\$ -
7	Construction Management							-	\$ -	\$ -
8	Subcontract Controls & Electrical							-	\$ -	\$ -
9	Subcontract Mechanical							-	\$ -	\$ -
	Contingency							-	\$ -	\$ -
								-	\$ -	\$ -
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$ -	\$ -

EXPENSES

Item	Total Cost

Total Expenses