

Participation Process

Please read carefully through the instructions and guidelines below.

PARTICIPATION INSTRUCTIONS

1. **PLEASE NOTE: Projects that are underway or are already completed prior to submitting an application are not eligible due to the inability to accurately measure the area and verify live turf exists.** Applications are processed in the order in which they are received. This offer will be distributed on a first-come, first served basis while funding lasts.
2. Please fill out all fields of the application and submit it, along with a copy of your recent water bill and a simple site plan, to:

Turf Removal Program
c/o Municipal Water District of Orange County
P.O. Box 20895
Fountain Valley, CA 92728-0895

Each applicant must include a simple site plan of the area to be removed with their application submittal. Photos of your project will not be accepted.

3. After we receive your application and establish eligibility under the guidelines of the Program, you will be contacted within two weeks to schedule a mandatory Pre-Turf Removal Site Inspection. Projects that do not establish eligibility will have their applications returned along with a Participant Denial Letter. Not all Projects submitted will be approved.
4. You must provide the inspectors full access to the proposed Project site during daylight hours, Monday thru Friday. Once your Pre-Turf Removal Site Inspection is complete, the results will be forwarded to the Program Administrator for review. If your site qualifies for the Program, a Notice to Proceed will be mailed/e-mailed out to you within ten (10) business days. Upon receipt of this Notice to Proceed, you may begin your Project. You will have sixty (60) days from receipt of the Notice to complete the work.
 - As soon as all work is complete, you must contact the Program Administrator via e-mail at turfremoval@mwdoc.com to indicate that the work is completed. The Program Administrator will then make arrangements to schedule the mandatory Post-Turf Removal Site Inspection. You must again provide the inspectors with full access to the Project site during daylight hours, Monday thru Friday. At the time of your Post-Turf Removal Site Inspection, you must submit to the inspector copies of all invoices and/or receipts showing any costs incurred during the Project. **Costs include materials, dumping fees, design work, etc. Labor costs will be reimbursed if, and only if, a licensed contractor was hired. If you perform the turf removal work yourself, labor costs are not reimbursable. Rebate amount is not to exceed overall project cost.**
5. The Post-Turf Removal Site Inspection shall establish the following:
 - The removal site does not include any live turf.
 - Includes plants unless replacing your entire area with synthetic turf.
 - The water system, if any, is a low flow system (drip or high efficiency, low precipitation rotating nozzles). If part of a lawn is converted, the sprinkler system must be properly modified to provide adequate coverage to the remaining lawn without spraying the converted area.
 - All exposed soil is covered with a 2-3" layer of mulch (acceptable mulch includes compost, bark, wood chip, decomposed granite, river rock), except in areas planted with

- creeping or rooting groundcovers.
 - Converted area is permeable to air and water. In order to determine your turf removal project area is permeable, water may be directly applied to the area for up to 3 minutes. Weed barriers must be permeable. Concrete, plastic sheeting, or other impermeable surfaces do not qualify for incentives under the Program. Grout and/or mortar are not considered permeable and will disqualify the site from the rebate program if installed. Pavers or bricks that are sand filled and/or spaced sufficiently to allow air and water to pass through can be included in your conversion area so long as all program requirements have been met. **Installing drains does not make your final turf removal project area permeable to air and water.**
 - No invasive plant species are used. Click on the link below for more information.
<http://www.cal-ipc.org/landscaping/dpp/planttypes.php?region=socal>
6. After this final, **MANDATORY** Post-Turf Removal Site Inspection is conducted, your incentive check will be issued within ten (10) weeks.
 7. All work performed in association with this Program, including the Post-Turf Removal Site Inspection, must be completed within 60 days of receiving your Notice to Proceed.
 8. The Municipal Water District of Orange County, your retail water agency, and/or their representative will take photos of landscapes being renovated through this Turf Removal Program and use those photos for reproduction or promotional purposes. Identifying location features, such as address numbers, will not be included in any promotional materials.

ELIGIBILITY GUIDELINES

- Rebates are available for residential and small commercial properties that have submitted an application and received a Pre-Turf Removal Site Inspection, a Notice to Proceed from the Program Administrator, and a Post-Turf Removal Site Inspection. **Projects underway or already completed prior to submitting an application are not eligible due to the inability to accurately measure the project area and verify live turf was alive and well-maintained.**
- The property must receive water service from a participating retail water agency. Visit www.mwdoc.com/services/turf-removal for a list of participating agencies.
- Areas to be converted must have **well maintained** turf (free of weeds and patches of bare soil) and must be irrigated with potable water at the time the Pre-Turf Removal Site Inspection is performed. Commercial sites irrigated with recycled water will be considered on a case-by-case basis.
- All turf removal conversions, including historic sites, are subject to the terms of their local agency's landscape ordinance and must comply with all applicable Federal, State, and local laws, as well as applicable Covenants, Conditions & Restrictions and/or Homeowners Association restrictions.
- Since funding is limited, this **OFFER IS LIMITED** and is available on a first-come, first-served basis to eligible participants only while funding lasts.

IN ORDER FOR THE REBATE TO BE ISSUED, ALL PROGRAM TERMS, INSTRUCTIONS, AND GUIDELINES MUST BE MET, INCLUDING PERFORMANCE OF YOUR POST-TURF REMOVAL SITE INSPECTION, PRIOR TO THE EXPIRATION OF THE 60 DAY NOTICE TO PROCEED.