



**COACHELLA VALLEY WATER DISTRICT
HOA AND COMMERCIAL TURF CONVERSION
REBATE PROGRAM APPLICATION**

File: 0585.09.1

PROGRAM YEAR: JULY 1, 2021—JUNE 30, 2022

ABOUT THE PROGRAM

The Coachella Valley Water District (CVWD) established the Landscape Water Management Program (Program) for the purpose of water conservation and to eliminate nuisance water, overspray and run-off. CVWD is offering a rebate for eligible Homeowner Associations (HOAs) and Commercial customers who convert spray-irrigated turf lawn to desert friendly landscaping with a minimum of 25% plant canopy at maturity. The HOA and Commercial Landscape Rebate Program pays an incentive of \$3.00 per square foot of turf removed up to a maximum of 25,000 square feet, which equates to a maximum of \$75,000 for new landscape conversion Projects (Project). Multiple Projects are allowed. Each Project requires a separate application.

TERMS AND CONDITIONS

ELIGIBILITY

All Projects must be pre-approved before work begins. If you begin or complete your Project before applying and receiving pre-approval, your Project is not eligible for a rebate. No retroactive rebates will be approved. Eligible Projects are funded on a first-come, first-served basis. There is no guarantee that funds will be available for an entire Program year (July 1 through June 30).

ELIGIBILITY CRITERIA

1. Applicant must be a CVWD HOA or Commercial account holder. Only domestic water customers are eligible for this Program. Private pumpers, as well as recycled water and canal users are not eligible.
2. Applicant must be the owner of the property site, or be a designated representative with photo ID and written authorization to represent the property owner or HOA.
3. Applicant must have a fully functioning irrigation system run by a working irrigation controller.
4. Applicant's account must be in good standing.

CONDITIONS

1. Applicant must:
 - o Complete and sign an HOA and Commercial Landscape Rebate application. Be sure to initial each page of the Terms and Conditions.
 - o Complete and sign an Internal Revenue Service Form W-9. The federal tax code treats landscape rebates as taxable income.
 - o The Project area eligible for a rebate is defined as the area that contains existing turf to be removed and where the required program features will be installed. Plants and other required elements that are installed outside of the Project area will not count towards the program requirements.
 - o Submit a Landscape Plan (Plan) for all Project areas to be converted, include a minimum of 25% plant canopy at maturity for each area converted with the 25% plant canopy distributed throughout the converted area. The landscape plan will include: approximate square footage for each Project area; plant list and quantities; plant locations on the plan; trees and shrubs placed on a separate zone; delineated area of upgrade locations; and valve locations.
 - o Applicant agrees to schedule, and allow, CVWD representative(s) onto the property for Pre-Site and Post-Conversion Inspections.
2. Receive written pre-approval before starting Project conversion.
3. Receiving pre-approval is solely an estimate and does not guarantee a rebate. The pre-approval amount is based on the Applicant's approximate total square footage provided in the Turf Removal Request. Rebate amounts will be determined by verification at the Post-Conversion Inspection and using CVWD's field and aerial measurements.
4. Applicant must complete Project conversion within 90 days after written pre-approval is given.

CUSTOMER INITIALS _____



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CONDITIONS (continued)

5. The completed Project will include a minimum of 25% plant canopy at maturity per the CVWD approved Plan.
6. Drip irrigation systems may incorporate subsurface/in-line drip tubing and non-adjustable, pressure compensating bubblers and emitters. Hand watering, adjustable bubblers and adjustable emitters are not allowed.
7. **No mixed zones are permitted.** A mixed zone has different types of irrigation on the same zone. Mixed zones do not qualify for a rebate.
8. Applicant will ensure retrofitted areas have an operating pressure within the sprinkler/drip irrigation per manufacturer's specifications. This may require installation of a pressure regulator.
9. Applicant must provide a smart irrigation controller for all retrofitted landscapes. Customers are encouraged to participate in CVWD's Large Landscape Smart Controller Rebate Program.
10. If a synthetic ground cover is installed, only permeable landscape weed cloth or similar covering is acceptable. Plastic sheeting is not allowed as a ground cover.
11. Turf/grass projects removed and replaced with concrete or other non-permeable hardscape, or replaced with all stone, gravel or decomposed granite are not eligible for a rebate.
12. Turf removed and replaced with turf-looking grasses (e.g., Kurupia) are not eligible for a rebate.
13. All bare or exposed soil must be covered with a 2-3" layer of mulch (acceptable mulch includes compost, bark, wood chip, decomposed granite, and river rock).
14. If the Applicant fails the Post-Conversion Inspection, CVWD will attempt to allow the Applicant to make changes to the Project to comply with the Program and be eligible for the rebate. CVWD will conduct one (1) additional Post-Conversion inspection within 30 days of the failed inspection. CVWD will not provide more than two (2) inspections for failure to follow Program guidelines.
15. After the Project conversion is completed, approved, and verified, a rebate check will be mailed to the applicant's billing or mailing address associated with the applicant's account within 90 days.
16. The converted Project areas must remain in compliance with all Program conditions for a period of at least five (5) years from the date of Post-Conversion approval.

RELEASE OF CLAIMS AND INDEMNIFICATION

By applying for or participating in any component of CVWD's Programs, personal information listed on your application may be subject to disclosure to any member of the public who requests it pursuant to the California Public Records Act.

Neither CVWD, nor its contractors or agents, makes any representation or warranty regarding the contracted services or products that you may select for your Project under the Program. Removal of turf and installation of water efficient devices and plants does not guarantee reduced water use. Any and all claims or causes of action you may have in connection with any defect or failure of performance of any contracted service or installed product or device provided to you for your Project may only be pursued with the contractor you hired or the appropriate manufacturer/distributor.

By participating in the HOA and Commercial Landscape Rebate Program and accepting the rebates provided, you thereby release CVWD, its contractors and agents, from any and all claims and causes of action that may arise out of your removal of turf from your property and/or the purchase, installation, and/or use of water efficient devices and plants in connection with the HOA and Commercial Landscape Rebate Program.

CUSTOMER INITIALS



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RELEASE OF CLAIMS AND INDEMNIFICATION (continued)

Neither the Coachella Valley Water District, nor its contractors or agents, makes any representation or warranty regarding the irrigation controller utilized in the Large Landscape Smart Controller Rebate Program. By participating in the Program, you waive and release the CVWD, its contractors and agents, from any and all claims and causes of action arising out of the installation or use of the irrigation controller in connection with the Smart Controller Program. Any claim you may have based upon any defect or failure of the performance of the irrigation controller installed in conjunction with this rebate Program shall only be pursued with the contractor you hired or the appropriate manufacturer/distributor.

CVWD and its representative will take photos of landscapes being renovated through the HOA and Commercial Landscape Rebate Program and may use pre- and post-conversion photos for reproduction or promotional purposes. Identification location features, such as address numbers, will not be included in any promotional materials.

CVWD is responsible for operating and enforcing the Terms and Conditions of the Program. As the Program participant, you are responsible for ensuring that your Project complies with all applicable Federal, State, County and local laws, CVWD rules and regulations, as well as CC&Rs and/or HOA restrictions. Quality of work and appearance of the converted area are the responsibility of the participant.

Further, you agree to indemnify, defend, and hold harmless the CVWD, its directors, officers, employees, contractors, and agents, from all liability and claims of any kind arising out of, or related to, your removal of turf and purchase, installation, and use of water efficient devices and plants in connection with this Program.

CUSTOMER INITIALS _____



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HOW TO APPLY

1. Read the Program’s Terms and Conditions. You must meet the eligibility requirements to participate.
2. Submit an application, Form W-9, site plan and letter of authorization (if needed) to CVWD. Applications are processed in the order they are received. Incomplete applications will not be processed until all required information is received.

APPLICATION

| APPLICANT INFORMATION | | |
|--|-------------------------|-------------------------|
| Property Owner Name | Email Address | |
| Mailing Address | Daytime Phone No. | |
| City/Zip | Mobile Phone No. | |
| Owner Representative (if any) | Rep. Contact No. | |
| SITE INFORMATION | | |
| Customer Account Name (if different) | | |
| Site Address (if different) | | |
| City | Zip | |
| Account Number(s) | | |
| TURF REMOVAL REQUEST | | |
| Approximate total square footage* of turf area to be removed _____ | | |
| *Maximum Project size is 25,000 square feet. Multiple Projects are allowed. Each project requires a separate application. | | |
| ACKNOWLEDGEMENT AND SIGNATURE | | |
| I certify that I understand the Program requirements as outlined in the Terms and Conditions, and to the best of my knowledge, the information provided is true and accurate. I further attest that I am the customer of record, or duly authorized agent, with authority to execute this Application. | | |
| Signature | Date | |
| Print Name | | |
| THIS SECTION FOR OFFICE USE ONLY | | |
| Date app received _____ | Date app approved _____ | Final date _____ |
| Staff _____ | By _____ | By _____ |
| W-9 received Y / N | | Total SF approved _____ |
| Plans received Y / N | | Rebate amount _____ |

Coachella Valley Water District Offices — In person delivery only:
 CVWD Water Management 75-525 Hovley Lane East Palm Desert, CA
 Phone: (760) 398-2651

CVWD Water Management 51-501 Tyler Street Coachella, CA

Email address only:
OutdoorRebates@cvwd.org

Mailing Address Only:
 CVWD Water Management P.O. Box 1058 Coachella, CA 92236



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This page is not required. It is ONLY used if the property owner is designating another individual to represent their interests and act on their behalf for this rebate.

DESIGNATION LETTER

Date:

Account/Property Owner Name:

Service Address:

CVWD Account Number:

Phone Number:

TO: CVWD

I, _____, hereby authorize
 Customer Name

 Contractor's Name

to represent my interests in the property located at the address above for purposes of the HOA and Commercial Landscape Rebate Program. Please consider this written authorization to represent my permission for said contractor to provide landscape property design and/or apply to participate in the CVWD HOA and Commercial Landscape Rebate Program. All work completed by or on behalf of a property owner shall be completed in conformance with all laws, rules and regulations of all governing bodies and agencies having jurisdiction over the work, including but not limited to Federal, State, County, local, HOA and CVWD rules and regulations.

Applicant or designated representative has read and agrees to the Terms and Conditions as indicated by initialing the agreement. Incomplete applications will not be accepted by the Coachella Valley Water District.

Contractor name _____

Lead contact name _____

Address _____ City _____

Contractor's Phone _____ Contractor's Email _____

 Account/Property Owner's Signature

 Date

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

| | | |
|---|--|---|
| Print or type See Specific Instructions on page 2. | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. | |
| | 2 Business name/disregarded entity name, if different from above | |
| | 3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____ | |
| | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i> | |
| | 5 Address (number, street, and apt. or suite no.) | Requester's name and address (optional) |
| | 6 City, state, and ZIP code | |
| | 7 List account number(s) here (optional) | |

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

| | | | | | | | | | | | |
|---------------------------------------|--|--|--|---|--|--|---|--|--|--|--|
| Social security number | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | - | | | - | | | | |
| or | | | | | | | | | | | |
| Employer identification number | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | - | | | | | | | |

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

| | | |
|------------------|----------------------------|--------|
| Sign Here | Signature of U.S. person ▶ | Date ▶ |
|------------------|----------------------------|--------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.