



# REDWOOD COUNTY

## SEPTIC SYSTEM GRANT APPLICATION PROCEDURE

1. The landowner needs to contact the Redwood County Environmental Office with interest in upgrading their failed or non-compliant individual septic system (SSTS). The SSTS must have been deemed to be an imminent threat to the public health or failing to protect groundwater by a State Certified Compliance Inspector (SCCI). There is a cost for the SCCI inspection, to be paid by the landowner. Lists of licensed SSTS inspectors, designers, and installers are available from the Environmental Office upon request.
2. The landowner submits the completed grant application with property owner signatures and a project cost estimate to the Redwood County Environmental Office.
3. Grant staff will verify up-to-date taxes, accurate ownership and check for any other property liens or assessments against the specified parcel. This information will be provided to a review panel. The review panel has 30 days to approve or reject the application. This information will be provided to the Redwood County Environmental Office.
4. If the verification is approved and meets guidelines, the Redwood County Environmental Office will send a letter to the property owner approving project commencement.
5. The landowner needs to contact a state licensed septic system designer /installer and obtain/agree upon a design. The septic treatment system design must be submitted to Redwood County Environmental Office for approval. All designs must meet the specifications of Redwood County Ordinances.
6. Redwood County Environmental Office will conduct a pre-site visit and design approval with contractor before construction of the septic system.
7. The Redwood County Environmental Office will inspect the final completion of the project. If it meets requirements, a certificate of compliance is issued to the property owner. The landowner must submit a final itemized invoice for the project (supplied by the contractor) to the Redwood County Environmental Office, who will verify with the landowner(s) the exact amount of the grant.
8. Upon verification of the exact amount of the grant, payment will be sent to the landowner in the name of both the landowner and the contractor(s).

---

Name of Applicant(s)/Landowner(s) and Spouse Telephone#

---

Mailing Address City State Zip Code

---

Legal description; attach if necessary Township & Section

---

Parcel # # of People in Household Subdivision name, Block, Lot#, if applicable

## SEPTIC SYSTEMS GRANT TERMS

- The septic system must serve property within Redwood County. For specific boundaries, please contact the Redwood County Environmental Office. The applicant(s) must be the property owner(s) listed on the tax rolls in the Redwood County Auditor-Treasurer's Office.
- The property to benefit from the septic system must be a homestead single- family home or duplex with an existing prohibited or failing system. Specifically, this includes the following types of failed/failing systems; discharge to cesspool, seepage pit, or dry well, any system with less than three feet of soil or sand between the bottom of the distribution medium and the saturated soil or bedrock, or the current septic system does not meet current setbacks to the well, lake, property line, etc.
- Ineligible activities include: refinancing of a previously installed septic system, a septic system for a new home project, or if the system is currently under court order for replacement/repair.
- Applicant **may not** request more than seventy-five (75) percent of the actual cost of the design and construction. Only one bid is needed, but a minimum of two (2) bids are recommended. The cost of the system must not exceed the reasonable cost of the similarly designed system and construction must occur within one (1) year of the grant application date.
- Administrative fees may not be included in the grant amount requested.
- Payments made by the Redwood County Environmental Office to the landowner for the project will include the contractor name(s) jointly as payee.
- **Property owners who wish to participate in this program must show proof of total household taxable income (income tax statements) as well as household size. Income eligibility will be based on the published (current year) Federal Poverty Guidelines (FPG). Taxable Income cannot exceed 200% of the FPG Income Standards. Applicants with household income between 101% and 200% of the federal poverty guidelines are eligible for payment of 50% of the cost of new septic install. Applicants with household income less than 101% of the federal poverty guidelines are eligible for payment of 75% of the cost of the new septic install. Grants will be awarded on a first in-first out basis. When providing income tax statements, please redact any social security numbers.**

I HAVE READ AND UNDERSTAND THE TERMS OF THE GRANT PROGRAM AS STATED ABOVE AND I HEARBY CERTIFY, UNDER PENALTY OR PERJURY, THAT MY INCOME FALLS WITHIN LEVELS REQUIRED BY THIS GRANT. I ALSO UNDERSTAND THAT FAILURE TO ABIDE BY THE ABOVE TERMS MAY RESULT IN THE NULLIFICATION OF THE GRANT AGREEMENT.

---

Signature of Property Owner and Spouse

Date

---

Signature of Property Owner and Spouse

Date

---

Verification of Eligibility (staff signature)

Date

**Application Signatures DO NOT require notarization**

Contractor(s) Name

Project Cost Estimate=

Grant Amount Requested=

**Cannot exceed (75%) of actual cost**