



LANDSCAPE YOUR LAWN (LYL) TURF REPLACEMENT PROGRAM

OVERVIEW

MMWD is offering customers a choice of receiving either a cash rebate or free materials in return for reducing the amount of lawn area in their landscapes and replacing it with climate appropriate, low water use plantings and efficient irrigation.

OPTION 1: REBATE OF \$1/SQ FT OF LAWN REPLACED

Customers are reimbursed costs based on receipts submitted for eligible expenses, which include sheet mulching materials (cardboard, compost and mulch), drip irrigation components, and climate-appropriate plants.

OPTION 2: FREE SHEET MULCHING MATERIAL & IRRIGATION CONVERSION KIT

MMWD provides all the materials necessary to remove your existing lawn using a sheet mulch approach, as well as a component kit to convert existing overhead spray irrigation to high- efficiency drip irrigation. Material deliveries available only April 1st through September 30th each year (exact dates subject to change). No rebate is available with this option.

HOW TO PARTICIPATE

- Step 1:** Preapproval is required to participate in this program. Projects that have been started or projects that have already been completed prior to receiving approval to participate are not eligible. Before starting your project, call MMWD at (415) 945-1527 to schedule a free pre-approval water use efficiency survey at your home or business.
- Step 2:** During the pre-approval survey, work with a MMWD Water Conservation Specialist to review the lawn area to be replaced. MMWD staff will measure the lawn area, provide information on high-efficiency irrigation components, and provide general guidance on site assessment and plant selection, as well as review the program options and requirements.
- Step 3:** Complete the lawn conversion and irrigation upgrades within 365 days from the approval date.
- Step 4:** Once all new planting is completed and irrigation equipment is installed and operational, and before the 365-day deadline, either:
- OPTION 1 – REBATE:** Send the signed application, Plant Coverage Worksheet, receipts for eligible materials (and IRS W-9 Form if your rebate is over \$600) to MMWD.
 - OPTION 2 – FREE MATERIALS:** Send the signed application and Plant Coverage Worksheet to MMWD.
- Step 5:** MMWD will review your materials and contact you to schedule a brief post-inspection to verify installation. After successful completion of the inspection, if you selected Option 1, a rebate check will be mailed to you.



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TERMS AND CONDITIONS

- Applicant agrees to participate in a full Conservation Assistance Program (CAP) site survey (indoor and outdoor) of the project property prior to any conversion work being performed to be eligible to participate in the Landscape Your Lawn (LYL) program.
- To be eligible for this program, applicant shall only use climate-appropriate plants that are on the *MMWD LYL Approved Plant List*.
- Project must be completed and the signed Application, Plant Coverage Worksheet, receipts and W-9 Form (if requesting a rebate) must be submitted to MMWD prior to the completion date in order to be eligible for a rebate or avoid being charged for materials.
- If project completion takes longer than 365 days, applicant must submit a request for extension to the MMWD Water Efficiency Department via phone, mail or email prior to the original completion date. Extension approval may be approved at MMWD's sole discretion.
- Applicants may participate in only one program option and must elect to receive either a rebate or free materials.
- Lawn converted to artificial turf, hardscape or other non-planted area does not qualify.
- Applicant understands and acknowledges that the landscape must remain in place for a minimum of five years after project completion. Option 1 rebates or Option 2 cost of materials are subject to reimbursement to MMWD in the event lawn is replanted or if the landscape plant material is substantially changed. Whether reimbursement is required shall be made at MMWD's sole discretion and applicant agrees to promptly reimburse District for any rebates or cost of materials, which do not remain in place for a minimum of five years after project completion post-inspection date.
- Offer applies to MMWD residential and commercial customers sites with active potable water service.
- Applicant must be the MMWD account holder, and property owner or water bill-paying tenant, with consent from property owner.
- By participating in this program, customers agree to allow MMWD to publicize their pre- and post-conversion project photographs. (Address will not be published)
- New construction does not qualify, nor does any project started prior to the pre-inspection.
- If existing landscaped area is being renovated and MMWD's Landscape Plan Review requirements apply, rebate will be paid only when all Landscape Plan Review requirements are met, as long as funding is available.
- Applicant is responsible for complying with all applicable codes and regulations.
- Limited time offer. Rebates/materials are offered on a first-come, first-served basis and are subject to availability of funds. Program may be canceled at any time without notification.

PRE AND POST INSPECTIONS

- MMWD must perform a site survey prior to any work beginning on the lawn conversion and again after conversion has been completed. During the pre-conversion site survey, MMWD will:
 - a) verify the proposed project area qualifies,
 - b) measure and record the square footage of the proposed area,
 - c) provide the application and program materials, and
 - d) provide approval to participate in the program.

An approval is solely an estimate; rebate amounts are subject to change upon final verification inspection.



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- During the post-conversion inspection, MMWD will verify:
 - a) **Project Area:** Measure/confirm converted square foot area of lawn.
 - b) **Plant Type:** Project area must be converted to landscape comprised of climate-appropriate plantings that are on the **MMWD LYL Approved Plant List**;
 - c) **Plant Coverage:** At completion, converted areas must contain enough plants to create at least 50% living plant cover at maturity;
 - d) **Mulch:** Project area must have a minimum of 3" of organic (i.e. plant-based) mulch;
 - e) **Efficient Irrigation:** Project area must be irrigated with a drip irrigation system and must be equipped with pressure regulator, filter and emitters, if applicable;
 - f) **Separately Zoned:** Project area must be zoned separately from adjacent landscape areas and from trees within the project area, and:
 - g) If only part of a lawn is converted, the remaining lawn area must be irrigated on a separate zone;
 - h) **Appropriate Schedule:** Irrigation controller must have appropriate irrigation schedule for project area, based on MMWD recommendations provided during the pre-inspection site survey.

OPTION 1 – \$1/SQFT REBATE FOR TURF REPLACEMENT

- Rebates are reimbursements for costs of eligible materials, identified below, (excluding tax, delivery, and labor costs) based on receipts submitted and are calculated at \$1/square foot of existing grass that is converted to climate-appropriate plantings and irrigated with drip irrigation;
- There is no required minimum or maximum converted lawn area for the rebate option.
- Rebate-eligible materials include the following, excluding tax, delivery and labor:
 - plants on the **MMWD LYL Approved Plant List**
 - items related to sheet mulching (cardboard, organic mulch, compost);
 - items related to converting an overhead spray irrigation system to drip irrigation (i.e. conversion kits, pressure reducers, filters, drip tubing, emitters, etc.), and;
 - items related to ensuring newly converted landscaped area is zoned separately from adjacent lawn areas (i.e. irrigation pipe, fittings and appurtenances).
- Ineligible materials include:
 - hardscape, artificial turf, inorganic mulch (i.e. non-plant-based), impermeable plastic sheeting (i.e. weed barrier), tools.
- Rebates over \$600 may be considered taxable income and a 1099 will be issued. Include a completed IRS Form W-9 with your application materials if you will receive more than \$600 in rebates. For more information on whether your rebate check will be considered taxable income, please contact a qualified tax professional.

OPTION 2 – FREE SHEET MULCH MATERIALS & AN IRRIGATION CONVERSION KIT

- A minimum lawn area of 500 square feet must be converted for applicants who elect to receive free sheet mulch and irrigation conversion kit materials.
- Material deliveries available only April 1st through September 30th each year (exact dates subject to change). This time frame coincides with the California Regional Water Quality Control Board's Best Management Practices (BMP's) for preventing contaminants from entering the storm water collection system during the rainy season.
- Applicants will be provided program vendors' contact information and must coordinate date/time of



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delivery of sheet mulch materials directly with vendor. Irrigation conversion kit will be available for pickup at vendor's store location in Mill Valley.

- Sheet mulch materials will be delivered in bulk (i.e. not individual bags) directly to applicant's property. Materials consist of rolled cardboard, compost and organic mulch in amounts necessary to cover the project area with one layer of cardboard, two inches of compost and three inches of mulch. Applicant shall bear sole responsibility for ensuring someone is at the project site at the time of delivery to ensure that the vendor delivers the sheet mulch materials to the applicant's desired location. The District shall not be held liable by applicant for sheet mulch materials that are delivered to an incorrect or improper location.
- Applicant assumes ownership and responsibility for sheet mulching materials and irrigation conversion kit components immediately upon delivery/pickup.
- Applicant must be able to provide an area to safely accept delivery of and store materials until applied to lawn area. The applicant shall bear sole responsibility for compliance with all applicable laws, rules and regulations regarding the requested delivery location.
- Applicant must use delivered cardboard, compost and mulch for sheet-mulching the approved project area.
- Applicant acknowledges that if the lawn conversion project is not completed and materials provided through this program are not properly installed within the 365 day installation period, MMWD may recover the cost of all materials and delivery.

DISCLAIMER/WAIVER

- Applicant expressly agrees that MMWD may inspect all properties participating in this program; that MMWD does not guarantee the performance of any product receiving a rebate or supplied by MMWD; and that MMWD does not warrant any product or installation to be free of defects, the quality of workmanship, or the suitability of the premises or products for the installation.
- Compost and mulch products supplied through this program are compliant with state standards for physical contaminants. However, they are made from recycled materials, not virgin feedstocks. Very small pieces of non-organics may be found. All products are delivered as-is with no warranties expressed or implied.
- Applicant further agrees to defend, indemnify, and hold harmless MMWD, its directors, officers, agents, and employees from and against any and all loss, damage, expense, claims suits, and liability, including attorney fees arising out of or in any way connected with the product(s) and its (their) installation. Applicant shall indemnify, hold harmless, defend and release MMWD, its officers, directors, agents, and employees from any and all liability, claims, damages, costs and expenses of lawsuits, which may be asserted by any person or entity, including Applicant, arising out of or in connection with the activities of Applicant, its agents, and employees provided for herein whether or not there is concurrent passive negligence on the part of the District but excluding liability for District's sole negligence and willful misconduct.
- Applicant has read, understands, and agrees to the terms and conditions listed on the rebate application.
- Applicant understands that installation of qualifying products may not result in lower water bills.
- MMWD reserves the right to change the terms of the Landscape Your Lawn Program offer at any time, without notification.



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APPLICATION

MMWD Water Service Number:		MMWD Customer Number:	
Applicant Name:			
(Check one): <input type="checkbox"/> Property Owner <input type="checkbox"/> Tenant			
Business, HOA or Condo Complex Name (if applicable):			
Site Address of Project:			
City:		Zip:	
Mailing Address (if different from site address):			
Mailing City:		Mailing Zip:	
Email:		Daytime Phone:	
<i>(Area below to be completed by MMWD Staff)</i>			
Date:		Staff:	
Project Area (sq ft):		<input type="checkbox"/> Front <input type="checkbox"/> Back	Remaining Turf? Y / N
LYL Option*:			
<input type="checkbox"/> Rebate		Estimated Rebate: \$	
<input type="checkbox"/> Sheet Mulch/Irrigation Conversion Kit**		Materials/Delivery: \$	
Required Project Completion Date:			
<p>*Project must be completed and all required materials – signed application, Plant Coverage Worksheet, receipts and W-9 Form (if requesting a rebate) - must be submitted to MMWD <u>prior to the project completion date</u> in order to be eligible for a rebate or avoid being charged for materials.</p> <p>**If the District determines, in its sole discretion, that the project has not been completed and materials provided through this program are not properly installed, prior to the project completion date, MMWD may recover the cost of all materials and delivery from applicant.</p> <p>If applicant desires an extension beyond the completion date, applicant must request an extension via phone (415-945-1527) or email (rebates@marinwater.org) prior to the completion date above. Extension approval may be approved at MMWD's sole discretion.</p>			
Final Inspection Date:		Staff:	
Final Project Area (sq ft):		Final Rebate: \$	

I have read and fully understand the aforementioned LYL Program information and requirements, and I certify that I am the MMWD account holder, and property owner or tenant who has the property owner's permission to participate in this program, and that all information completed by me and set forth herein is truthful and accurate. Additionally, I agree to fully comply with all terms, conditions and obligations set forth herein.

Applicant Signature _____ Date _____

SUBMIT COMPLETED APPLICATION AND ALL REQUIRED MATERIALS:

By Mail: MMWD LYL Turf Replacement Program
220 Nellen Ave
Corte Madera, CA 94925-1169

By email: rebates@marinwater.org
Questions? Call (415) 945-1527