

## BENTON COUNTY SUBSURFACE SEWAGE TREATMENT SYSTEM (SSTS) UPGRADE GRANT PROGRAMS

*Below are sections on program details, eligibility requirements, application checklist, and program application.*

### Program Details:

The Minnesota Pollution Control Agency (MPCA) and Minnesota Board of Water and Soil Resources (BWSR) has made available grant money to counties to fix eligible Subsurface Sewage Treatment Systems (SSTS) that have been deemed to be **an Imminent Threat to Public Health or Failing to Protect Groundwater AND a Notice of Noncompliance has been issued**. Benton Soil and Water Conservation District (SWCD) has agreed to administer the grant programs on behalf of Benton County.

### Cost-Share Details:

- Subject to funding availability, a qualifying recipient can receive up to 75% reimbursement of the total cost to repair or replace the eligible SSTS, not to exceed \$10,000 under the MPCA SSTS Upgrade Program.
- Subject to funding availability, a qualifying recipient will receive up to 35% reimbursement of the total cost to repair or replace the SSTS, not to exceed \$5,000 under the Minnesota Board of Water and Soil Resources (BWSR) Subsurface Septic Treatment System (SSTS) program. Under BWSR SSTS Program applicant must be a “rural landowner.” “Rural landowner” is defined by the 2040 Benton County Comprehensive Plan which effectively deems all areas outside of city limits as rural.
- Programs can be combined based on eligibility requirements, but a qualifying recipient can ONLY receive up to 75% reimbursement of the total cost to repair or replace the eligible SSTS, not to exceed \$10,000 when using funding from both programs.
- Source(s) of funding depends on eligibility requirements which is determined by application review by Benton SWCD.
- Benton SWCD signs contract with contractor, not homeowner.
- Cost-Share payment from Benton SWCD is paid to contractor. Homeowner is responsible for any amount that exceeds cost-share payment.
- Septic system inspection and design are **not** eligible for cost-share. Homeowner is responsible for inspection and design costs.

### Receiving a Notice of Non-Compliance:

If you do not qualify for funding or if no funding is available and you receive a Notice of Non-Compliance, you as the property owner will still need to complete a design and install a new septic system. **Benton County is obligated to act on all Notices of Non-Compliance submitted**; requiring the property owner to work towards achieving compliance within timeframes established in the county’s septic treatment ordinance. All private inspectors are obligated under Minnesota Rules, Chapter 7082.0700 Subpart 3.D to submit all existing system compliance inspection reports to the local government unit and to the property owner within 15 days of completing the inspection.

### Application Checklist:

Your application will not be processed until all necessary and requested documentation is received and reviewed by our office. Failure to submit all required documentation may result in processing delays or denial of application.

Benton SWCD/Benton County staff may assist applicants with the application, but applicants are responsible for making decisions and completing required items below, including but not limited to the following:

#### Before Construction:

- Complete a septic system inspection **AND** have a Notice of Non-Compliance issued.
  - Inspections **must** be completed by a **licensed** private inspection business. You can search for licensed professionals here: <https://webapp.pca.state.mn.us/ssts/business-search>
- Provide Benton SWCD a copy of the Non-Compliant SSTS inspection report (Notice of Non-Compliance) **\*\*if you do not have a Notice of Non-Compliance, you are not eligible for Benton County's SSTS Grant Programs.**
- Complete program application and sign (available in our office or Benton SWCD's website.)
- Provide documentation of ownership and homestead.
- Provide documentation of all household members (18 years and older) Adjusted Gross Annual Income on most recent income tax return (tax form 1040 or form 1040EZ.)
- Must have a septic system design sent to and approved by Benton County Department of Development (Phone: 320-968-5065). Provide Benton SWCD staff a copy of that approval letter.
- Obtain a minimum of 3 competitive bids (cost estimates) for the installation of the upgraded septic system.
  - Applicants (not staff) are responsible for hiring contractors. Project Cost Estimate shall be made on a competitive, lowest bid process. The term "contractor" refers to Minnesota Pollution Control Agency (MPCA) licensed septic system designers, septic system installers, and other entities providing services to the abatement activities. Contractors can be found at: [www.pca.state.mn.us/ssts-search.html](http://www.pca.state.mn.us/ssts-search.html)
  - Applicants (not staff) are responsible for entering a contract with the contractor to do the work.
  - Applicants are responsible for working with the contractors to settle any and all disagreements that may arise before, during, or after the job.
- Complete all permit applications and obtain all necessary permits from the appropriate agencies.

#### After Construction:

- All construction work must be completed before any payment is received.
- Septic system must be inspected by Benton County to receive Certificate of Compliance.
- Provide a copy of Certificate of Compliance to Benton SWCD.
- Contractor or homeowner must send copy of invoice to Benton SWCD.
- Homeowner and contractor must sign payment voucher that is filled out by Benton SWCD staff.

## BENTON COUNTY SUBSURFACE SEWAGE TREATMENT SYSTEM (SSTS) UPGRADE GRANT PROGRAMS: Application

**Eligibility Requirements:**

- **Must be issued a Notice of Non-Compliance.** Current septic system must be deemed noncompliant as Imminent Threat to Public Health or Safety OR Failing to Protect Groundwater.
- Must be a homesteaded single-family home with a SSTS located entirely within Benton County.
- Must own home: either free of debt or a mortgage that is current in repayment (no liens, judgments, or other debts on the property with the exception of a mortgage).
- Taxes must be current.
- Property must not be currently or imminently subject to repossession, forfeiture, or foreclosure.
- Household’s Adjusted Gross Annual Income on most recent income tax return (tax form 1040 or form 1040EZ) must be equal to or less than the following limits: 300% of the 2021 \*Federal Poverty Guidelines based on family size. (\*subject to change, see chart below.)

\*2021 Federal Poverty Guidelines Chart

Family Size	Monthly Income	100%	300%
1	\$ 1,073.33	\$ 12,880	\$ 38,640
2	\$ 1,451.67	\$ 17,420	\$ 52,260
3	\$ 1,830.00	\$ 21,960	\$ 65,880
4	\$ 2,208.33	\$ 26,500	\$ 79,500
5	\$ 2,586.67	\$ 31,040	\$ 93,120
6	\$ 2,965.00	\$ 35,580	\$ 106,740
7	\$ 3,343.33	\$ 40,120	\$ 120,360
8	\$ 3,721.67	\$ 44,660	\$ 133,980

Applicant Name: \_\_\_\_\_ Age \_\_\_\_\_

Co-Applicant Name: \_\_\_\_\_ Age \_\_\_\_\_

Marital Status:  Married  Unmarried (widowed, divorced, single)  Separated

Street Address: \_\_\_\_\_ How long have you lived here? \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone \_\_\_\_\_

Person to contact if we cannot reach you: \_\_\_\_\_ Relationship: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

How did you hear about this grant program? \_\_\_\_\_

# Benton County SSTS Upgrade Program

## Household/Property Questions

Are you a "rural landowner"? (The 2040 Benton County Comprehensive Plan effectively deems all areas outside of city limits as rural)? YES NO

Is the property a homesteaded single-family home? YES NO

Number of Bedrooms \_\_\_\_\_ Number of Bathrooms \_\_\_\_\_

Are your property taxes current? YES NO

## Septic System Questions

Was the septic system inspected and deemed non-compliant as Imminent Threat to Public Health or Safety OR Failing to Protect Groundwater? YES NO (if NO, you do not qualify for the SSTS Grant Programs)

Have you had a septic design done and approved by Benton County? YES NO

Have you received bids for the estimated cost of the septic project? YES NO

What year was the well installed? \_\_\_\_\_

## Income Information

List all household members (18 years and older) and their Adjusted Gross Income (from your 1040 IRS Income Tax Return) and source(s) of income. (For self-employed persons, farm and rental property income, use the appropriate line for "adjusted gross income" from the 1040 IRS Income Tax Return.) **ALL Documentation must be reviewed and approved by Benton Soil and Water Conservation District.**

Name	Birth Date	Annual Gross Income	Source of Income	Verified by Benton SWCD (Initial & Date)

## Certification/Signature

I (We) certify that by signing this that the information stated above is true and correct to the best of my knowledge. I (We) realize that giving false information will result in disqualifying me from assistance from the Benton County SSTS Upgrade CWF Program, as well as subjecting me (us) to civil and criminal consequences under the laws of the State of Minnesota. I (We) agree to keep all copies of documentation (Tax Returns and Forms, etc.) for the length of the proposed contract and agree to furnish all required documents should an audit occur.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Co-applicant: \_\_\_\_\_ Date: \_\_\_\_\_