



# Marina Coast Water District

11 Reservation Road, Marina, CA 93933  
(831) 384-6131 | Fax (831) 883-5995

# Rainwater Catchment Incentive Application Form

Return completed form to MCWD.

## PROGRAM PROCEDURES

1. First, take pre-installation photo(s):  
Take and save at least 1 clear photograph of each of the following:  
1) Catchment area; 2) existing rain gutter downspout that will direct rainwater to rain barrel; 3) area that the rain barrel will eventually stand; 4) area to be irrigated using the captured rainwater
2. Calculate the catchment area in square feet: multiply the width of your catchment area (rooftop) by the length in feet
3. Fill out application form
4. Submit pre-installation photo(s) and completed application form to the Marina Coast Water District
5. District staff will review your application and contact you regarding the status of your application
6. Only once you receive District approval for your project, should you purchase materials and move forward with your rainwater catchment project
7. Materials purchased before District approval are not eligible for the incentive

## INCENTIVE AMOUNT

- \$1 for each gallon of rainwater storage up to 250 gallons
- For any rainwater storage over 250 gallons, and not to exceed 2,500 gallons, the applicant will receive an additional \$0.50 per gallon
- Incentive amount will not exceed the purchase price of items or materials
- purchased for the project or the incentive payment calculated by storage capacity
- Maximum incentive per customer: \$1,375 for 2,500 gallons

## CUSTOMER AND SITE INFORMATION

Please clearly print your name and address below. Please make sure to fill out every section of the form.

1. Property Address: \_\_\_\_\_  
\_\_\_\_\_
2. Mail incentive to: Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_
3. Property Type:  Single Family  Multi Family  
 Commercial  Industrial  Institutional
4. Daytime Phone: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_
5. Total new storage capacity: \_\_\_\_\_
6. Does a backflow prevention device need to be installed?  Yes  No
7. Rainwater Catchment System is (Please check one of the following):  
 Second Hand or Self Made  Store Bought/Purpose Built
8. Catchment area in square footage (length of house x width): \_\_\_\_\_
9. Please fill out checklist on the last page and include with application

## CUSTOMER AGREEMENT

I have read the following page(s) and understand and agree to the Project Description, Procedures, Terms of Agreement, Program Eligibility Requirements, Project Criteria and Tax Information Requirements of the MCWD incentive program. I release MCWD, its officers, directors, employees, agents and representatives (collectively "MCWD") from any and all Claims. Claims are defined as claims for loss, damage, expense and liability of any nature whatsoever arising out of or in any way connected with the modification of my property and the installation of program-related water conservation devices. I also agree to hold harmless, indemnify and defend MCWD, from any and all Claims made by any third party. All approved project sites are subject to an annual cross-connection site survey to ensure that the drinking water supply is not connected to potential source(s) of contamination or that a potential cross-connection condition exists. Customer(s) agree to authorize MCWD personnel access to conduct annual site inspections to verify no cross-connection conditions exist.

Applicant's Name (print) \_\_\_\_\_  
Applicant's Signature \_\_\_\_\_  
Date \_\_\_\_\_

**Do not write below this line. Reserved for MCWD use.**

**Initial Project Approval:** Name \_\_\_\_\_ Date \_\_\_\_\_

**Final Project Approval:** Name \_\_\_\_\_ Date \_\_\_\_\_

**Incentive Amount:**  01-04-076-010  03-04-076-010

## **TERMS OF AGREEMENT AND PROGRAM ELIGIBILITY REQUIREMENTS**

- Program is limited to available funding. Approved applications will be processed on a first-come, first-served basis.
- Only MCWD customers of current record are eligible to participate in, and receive payment from, the Rainwater Catchment Incentive Program.
- The customer's account must be in good standing and non-delinquent at the time of initial project approval.
- The Applicant certifies that all necessary permissions have been obtained from the property owner, if the Applicant is not the owner themselves. The incentive payment will be made to the property owner.
- The approved project site must be located within the Marina Coast Water District service area.
- Projects are approved at the discretion of the MCWD staff.
- Projects that do not meet the program eligibility requirements will be denied.
- MCWD reserves the right to alter this program at any time.
- MCWD does not endorse specific brands, products or dealers; nor does it guarantee materials, workmanship, or results.
- MCWD assumes no responsibility or liability for damages to an Applicant's property as a result of participation in this program.
- All projects must be completed within 60 days of initial project approval.
- Materials installed prior to the District's approval of the project are not eligible for reimbursement.
- The District cannot guarantee that the installation of a rainwater catchment system will result in lower utility costs.
- Incentives are only provided for renovations to existing properties. New construction projects are not eligible for incentives.

## **PROJECT CRITERIA FOR THE RAINWATER CATCHMENT INCENTIVE PROGRAM**

- The minimum storage capacity is 50 gallons.
- The maximum storage capacity is 2,500 gallons.
- Incentives are available for new systems or existing systems adding more storage capacity.
- Previously installed rain catchment systems are not eligible for the incentive.
- Both purpose built and self-made systems are eligible for the incentive, but incentive payments are only equal to the net cost of materials purchased.
- Quality of construction and the operation of second-hand or self-made systems shall be equivalent to purpose- built professionally designed systems.
- The rainwater holding tank must be algae resistant, UV resistant, or must use specially constructed sun barriers.
- The rainwater holding tank must have a secure lid for child safety, vector control, and debris control.
- The rainwater holding tank must be designed for the intended purpose of rain capture and must be connected to a gutter downspout.
- It is recommended that the rainwater holding tank be elevated.
- It is the responsibility of the applicant to ensure the placement of the rainwater holding tank abides by the City Codes.

- All rainwater catchment systems shall have sufficient roof area to fill the capacity of the rainwater holding tank after first flush during a “normal” Water Year and shall require verification of usable roof area by site inspection.
- All rainwater catchment systems that are gravity fed and only utilize flexible distribution tubing or garden hose, do not require backflow protection at the meter.
- Adequate backflow prevention at the meter is required when:
  - » The rainwater catchment system is connected to any buried rigid plumbing, i.e. PVC pipe, copper pipe, galvanized pipe.
  - » A pump is utilized to transport rain water to another location on the property or used to feed an irrigation system.
- When a backflow prevention device is required, the Water District must be notified prior to installation and backflow prevention test results must be submitted to the District annually.
- All approved project sites are subject to an annual cross-connection site survey to ensure that the drinking water supply is not connected to potential source(s) of contamination or that a potential cross-connection condition exists.
- Customer(s) agree to authorize MCWD personnel access to conduct annual site inspections to verify no cross- connection conditions exist.
- A permit may be required when installing a backflow prevention device. It is the Applicant’s responsibility to ensure that the installation does not violate City, District, or HOA Code requirements or enforced restrictions.
- To prevent a possible cross connection, and lessen the possibility of contaminants or pollutants entering nearby potable water systems, Hose Bib Vacuum Breakers must be installed at all hose bib locations throughout the associated property.
- To assure compliance, quality, and performance, it is recommended that only a licensed insured contractor install components or modify your existing potable water system or irrigation system.
- Rainwater holding tanks must be placed on a stable, secure, and level foundation such as concrete pad, paver, or brick; and not block or restrict narrow pathways around the home causing a safety/emergency access issue.
- The overflow pipe from the rainwater holding tank must be directed away from the buildings and/or adjacent properties and should flow to the landscape.
- Captured rainwater may only be used for irrigation and other non-potable uses (i.e. washing your car).

## **TO RECEIVE AN INCENTIVE**

- First, take pre-installation photo(s): Take and save at least 1 clear photograph of each of the following items: 1) catchment area; 2) existing rain gutter downspout that will direct rainwater to a rain barrel 3) area that the rain barrel will eventually stand 4) area to be irrigated using the captured rainwater.
- Calculate the catchment area in square feet: multiply the width of your catchment area (rooftop) by the length in feet, then record and save these measurements for future use.
- Fill out application form: application forms can be requested via email to [conservation@mcwd.org](mailto:conservation@mcwd.org), found online at [www.MCWD.org/conservation](http://www.MCWD.org/conservation), or picked up at the main office, 11 Reservation Road Marina, CA 93933.
- Submit the pre-installation photo(s) and the completed application form to the Marina Coast Water District. Applications can be emailed to [conservation@mcwd.org](mailto:conservation@mcwd.org), hand delivered to our office, or mailed to our office at 11 Reservation Road Marina, CA 93933.

- District staff will review your application and contact you regarding the status of your application.
- Only once you receive District approval for your project, should you purchase materials and move forward with your rainwater catchment project. The project must be completed within 60 days, otherwise the program application will be rejected. Materials purchased before District approval will not be eligible for any reimbursement payment from the District.
- Once the project is completed, the applicant must schedule a follow-up site inspection with the District. District staff will verify installation and compliance with the Project Criteria. At this time, the District staff will request the original itemized receipts showing proof of material purchases and that a purchase transaction took place.
- After the follow-up site inspection, if the project is completed as planned, the District staff will sign the application form verifying project completion.
- After verifying project completion, District staff will take all necessary paperwork to then begin processing the incentive payment.
- Please note, it can take up to 8 weeks to receive payment after the incentive has been processed.
- Only original, itemized receipts showing proof of payment for products, and dated after initial project approval are accepted.
- Rainwater catchment incentives are based on the size of the catchment system (number of gallons that can be stored) and the incentive payment is limited by the customer's expenditures for materials.
- The incentive will not exceed the purchase price of items or materials purchased for the project or the incentive payment calculated by storage capacity.
- Sales tax, delivery charges, and installation costs are not reimbursed.
- Customers may be eligible to receive \$1 for each gallon of rainwater storage, up to 250 gallons. For any additional rainwater storage over 250 gallons, and not exceeding 2,500 gallons, the customer may be eligible to receive \$0.50 per gallon (The maximum incentive per customer is \$1,375 for 2,500 gallons).
- Residential and Commercial Customers may apply for the incentive more than once until they reach the maximum incentive of \$1,375 for 2,500 gallons.

## CUSTOMER CHECKLIST

- Pre- Installation Photo(s)
- Calculation of Catchment Area
- Filled out Application Form
- Prepared for installation of hose bib vacuum breaker at every hose bib
- Researched local City ordinances

Make sure your system abides to the following:

- Algae Resistant
- UV Resistant
- Vector Proof (screens on all outlets)
- Have Secure Lid for Child Safety
- Debris Proof
- Overflow pipe
- Placed on stable secure foundation
- Elevated off of the ground
- Connected to a gutter downspout

\*Will your system be hooked up to rigid piping?

- Yes    No

\*Will your system utilize a pump?

- Yes    No

\*If yes, a backflow prevention device must be installed at the meter and the District must be notified prior to installation.

## MCWD CHECKLIST POST INSTALLATION

- Installed hose bib vacuum breaker at every hose bib

System abides to the following:

- Algae Resistant
- UV Resistant
- Vector Proof (screens on all outlets)
- Has Secure Lid for Child Safety
- Debris Proof
- Overflow pipe
- Placed on stable secure foundation
- Elevated off of the ground
- Connected to a gutter downspout

Is the system be hooked up to rigid piping?

- Yes    No

Is the system utilizing a pump?

- Yes    No

Is a backflow prevention device required?

- Yes    No

Is the system second hand or self-made?

- Yes    No

Is the system store bought/purpose built?

- Yes    No