



Policy for the 2021-2022 Safe Drinking Water for Private Well Users Grant Program

Cost-share contracts with private well owners will be developed through the local SWCD office or designated County department and will require local board approval for contracting and final reimbursements to assure proper documentation of funding occurs and for proof a licensed well driller conducted the work.

Reference the Safe Drinking Water for Private Well Users Grant Program Application Guide for further information on application instructions.

Contract Approval Process

- a. The landowner must complete fully, sign, and date designated areas of the Safe Drinking Water for Private Well User's Application.
- b. Local staff will determine applications to be funded based on completed application and supporting documentation including:
 - i. certification the well meets contamination criteria through a test report from a certified laboratory within the past three years.
 - ii. Invoice detailing work to be performed and project details
 - iii. Certification and documentation that well owner meets financial hardship eligibility criteria (if applicable)
- c. Local grant coordinators may submit project as encumbered to Olmsted SWCD (Caitlin Brady, Water Resources Coordinator or designee) on as frequent as a monthly basis for approval.
- d. The cost-share contract will be submitted to the Winona County Board of Commissioners for their review and approval. The landowner will receive written notification of the Boards action within 15 days of said approval.
- e. If the Board approves the contract, the cost share amount will not exceed the amount specified on the contract unless amended by the Board prior to payment.
- f. For well owner's meeting the contamination criteria, the grant program will provide funding to pay for:
 - i. Well Repair or reconstruction – each eligible well owner is allowed 50% cost-share up to \$5,000 for well repair or reconstruction, including the cost of new pump or associated piping for a replaced well.
 - ii. Well Water Treatment Equipment and Installation – each eligible well owner is allowed 50% cost-share up to \$1,500 for certified point-of-use water treatment system
 - iii. Construction of a new well – each eligible well owner is allowed 50% cost-share up to \$8,500.



- g. For well owner's meeting both the contamination and financial hardship eligibility criteria, the grant program will provide funding to pay for:
 - i. Well Repair or reconstruction – each eligible well owner is allowed 90% cost-share up to \$5,000 for well repair or reconstruction, including the cost of new pump or associated piping for a replaced well.
 - ii. Well Water Treatment Equipment and Installation – each eligible well owner is allowed 90% cost-share up to \$1,500 for certified point-of-use water treatment system
 - iii. Construction of a new well – each eligible well owner is allowed 90% cost-share up to \$8,500.
- h. The well owner must not start any work on well remediation until the (the Board) approves the cost-share contract. If work starts prior to approval, the landowner will not be eligible for cost share funding through this program.

Grant Approval & Final Payment

- a. If selected, the applicant will receive notice of grant approval by mail or e-mail.
- b. Landowner or renter will contract a licensed well driller or licensed pump installer to complete remediation
 - i. Use of cost share funds must be started within 1 year of the Board approved contract unless otherwise specified in the contract. Projects not completed within that time frame will be cancelled unless amended by Board approval. The amendment must be approved prior to the end of the contract.
 - ii. The applicant is responsible for maintenance of any equipment, including water treatment, for the life span of the equipment receiving financial cost-share assistance.
- c. Before final payment is approved by the Board; ensure completed application and supporting documentation is on file and provided to the Grant Administrator including:
 - i. Certification the well meets contamination criteria through a test report from a certified laboratory within the past three years.
 - ii. Work is certified by a licensed well driller, plumber, or pump installer. Copy of state-issued license is required. Photo documentation of the complete project/installation is encouraged.
 - iii. All invoices; invoices must be dated and itemized according to the equipment components and when work was performed. (i.e. filtration system installation, dates/hours worked, and equipment utilized.)
 - iv. Well and boring sealing record from MDH or the delegated well program (applicable if funding is provided for new well construction)
 - v. Well reconstruction permit from MDH or the delegated well program authority for any applicant receiving funds for well reconstruction.
 - vi. Certification that well water conditioning equipment meets the criteria in Section V.H of the subagreement (applicable if funding is provided for water treatment)



- d. The landowner must sign a cost share voucher (note: Private work is NOT an eligible component of the cost share practice).
- e. Well owner signature and date
- f. Grant award check will be mailed to licensed well driller or licensed pump installer
- g. Grantee is responsible for maintaining their water system components for the life of the system. Recommend following the specifications of the unit to properly replace any filters or well system components and contracting with a licensed professional to perform routine maintenance.