

## Septic Repair/Replacement Assistance

### Tuscarora Creek Clean Water Act Section 319(h) Septic Upgrade Cost-share Program

The West Virginia Department of Environmental Protection and Berkeley County Board of Health sponsor a cost-share program for homeowners residing in the Tuscarora Creek watershed for upgrades to or replacement of underperforming septic systems. Canaan Valley Institute, a clean water non-profit based in West Virginia, partners with the DEP and BOH to administer the program.

The 319 Septic Upgrade Cost-Share Program provides technical and financial assistance to address nutrient and bacterial water quality concerns resulting from septic systems that are failing or in a state of disrepair and not functioning properly. Upgrades may include pre-treatment if poor soils are dominant. Homeowners are eligible for a 70% cost-share on the cost to upgrade or replace a failing septic system up to \$7,000. Homeowners are required to pay 30% of the cost of any upgrade.

The West Virginia Housing Development Fund's Onsite System Loan Program (OSLP) exists for homeowners who need assistance with the portion of the repair not funded by the DEP program. The Berkeley County Health Department can provide information on the OSLP to help homeowners. Additionally, they can provide technical support to residents with septic system problems and facilitate technical support from outside service providers.

#### General Guidelines

Homeowners residing in the Tuscarora Creek watershed can apply for the program online or by contacting Canaan Valley Institute at [info@canaanvi.org](mailto:info@canaanvi.org). Project eligibility is limited to households within the Tuscarora Creek watershed.

- Eligible cost-share practices includes the upgrade or replacement of a failing septic system
- **Participants will be required to sign a contract with Canaan Valley Institute (CVI) stating that project funding will be going directly for the approved practice. This program will pay 70% up to \$7,000 directly to a participating vendor after construction and installation have taken place. Participants will be responsible for any cost over this amount.**
- Participant must file a septic repair permit application with the Berkeley County Health Department. The cost of the permit is not included in the cost of the septic system repair and cannot be paid for with project funds.
- When feasible, the County Sanitarian may conduct a site visit to determine the type of treatment most appropriate for the property
- Project funds will be available on a first come, approved basis, based on receipt of signed contract.
- Participants will be responsible for scheduling the installation of the septic tank with a Berkeley County approved septic installer.
- Cost-share will be a reimbursement of 70% of the cost of the system upgrade.

## Procedures for Participating Homeowners

### Application

Complete the pre-application form and return to Canaan Valley Institute by email or postal mail to:

[info@canaanvi.org](mailto:info@canaanvi.org)

or

contact Gail Berrigan, Executive Director at [gail.berrigan@canaanvi.org](mailto:gail.berrigan@canaanvi.org)

**To begin the process, a landowner must then file a septic repair permit application with the Berkeley County Health Department.**

Once approved by the Berkeley County Health Department and CVI, the landowner will be contacted in writing by CVI stating that the pre-application is approved and confirming the *approved and recommended* type of upgrade. A contract agreement will be sent to the applicant by CVI. The agreement must be signed and returned to CVI **within 2 weeks** in order to receive funding. A copy of the original application with signatures will be kept by CVI with copies to the Berkeley County Health Dept. office.

The Berkeley County Sanitarian will verify that system was installed properly and approve the permit. The landowner is responsible for scheduling delivery and installation of the system with a licensed and certified Berkeley County septic installer.

### Payments

Once installation is approved, the contractor will send a copy of the total invoice to Canaan Valley Institute and a copy to the homeowner. Canaan Valley Institute will send payment directly to the contractor for 70% (up to \$7,000) of the total cost. The homeowner is responsible for the remaining amount.

**NOTE: Since the vendor is responsible for obtaining reimbursement of installation cost from Canaan Valley Institute, it is imperative that the homeowner confirms the vendor's participation in the program prior to installation.**