



## Hernando County Septic Upgrade Incentive Program (SUIP)

### Grant Application Process

#### Application

- Property Owner Submits Application and Required Documentation By Mail
- Only One (1) Application Per Envelope Will Be Accepted

#### Eligibility

- GSG Project Manager Verifies Property Owner Eligibility
- Eligibility Includes Verification of Priority Focus Area (PFA), Sewer Conversion Zone(s), Property Ownership, Property Taxes, and Participation in Previous SUIP Program

#### Notification

- GSG Project Manager Notifies Property Owner of Eligibility Status
- Property Owner Provided List of Participating Contractors
- Homeowner Has 90 Days to Initiate Septic Upgrade Process with Contractor

#### Contractor Selection

- Property Owner Selects Contractor from List
- Contractor Provides Property Owner with Complete Work Estimate
- Contractor Obtains Septic Permit
- Contractor Has 90 Days to Complete Septic Upgrade Work

#### Notice to Proceed

- Property Owner Pays Contractor Overage Costs
- GSG Project Manager Issues Notice to Proceed (NTP)
- NTP Will Outline Completion Deadline (Septic Permit Deadline)
- GSG Project Manager Provides Notice to Property Owner for Courthouse Filing

#### Post-Inspection

- GSG Project Manager Provides Completed Notice to Health Department
- Contractor Notifies GSG Project Manager of Final Site Inspection by Health Department or Private Inspector
- GSG Project Manager to Take Post-Inspection Photos

#### Reimbursement

- Contractor to Provide Release of Lien and Final Invoice
- GSG Project Manager to Submit Payment Request for Processing