

YOU CAN HELP NORTH HAVEN'S WATER RESOURCES!

PRESERVE OUR NATURAL RESOURCES BY UPGRADING YOUR EXISTING
SANITARY SYSTEM TO A NEW INNOVATIVE / ALTERNATIVE ON-SITE
WASTEWATER TREATMENT SYSTEM (I/A OWTS)



WHY IS NITROGEN A PROBLEM?

- A HEALTHY ECOSYSTEM NEEDS SOME NITROGEN TO FUNCTION, HOWEVER, CESSPOOLS AND SANITARY SYSTEMS ON LONG ISLAND ADD MORE THAN OUR RESOURCES CAN HANDLE
- EXCESS NITROGEN IN OUR WATERWAYS CAN LEAD TO ALGAE BLOOMS, BEACH CLOSURES, FISH KILLS, AND HAVE OTHER NEGATIVE IMPACTS ON OUR ENVIRONMENT.



HOW CAN YOU HELP?


- UPGRADING AN ANTIQUATED SEPTIC SYSTEM TO A NEW KIND OF SEPTIC SYSTEM THAT TREATS NITROGEN BEFORE IT ENTERS THE ENVIRONMENT
- AN I/A OWTs CAN DECREASE THE AMOUNT OF NITROGEN IN EFFLUENT WATER BY **75%!***



***Cumulative average of 8 technologies from 2020 from ReclaimOurWater.info**

HOW TO APPLY FOR THE REBATE

CP-11541 (02-2023)

 **TOWN OF SOUTHAMPTON**
Department of Community Preservation
24 W. Montauk Hwy, Hampton Bays NY 11946
WWW.SOUTHAMPTONTOWN.NY.GOV/CPF

For Office Use Only

**INNOVATIVE AND ALTERNATIVE ON-SITE
Wastewater Treatment Systems (IA/OWTS) Rebate Application
For Replacement of Existing Septic Systems**

Section 1: Property Location Information Please print or type

Name of Applicant: _____

Property Location: _____ SCTM #: _____

Email: _____

Mailing Address: _____

Property is located in a Priority Area of the [CPF WQIPP](#) ☐ Yes ☐ No

Applied for [Suffolk County SIP Grant](#) ☐ Yes ☐ No Amount: _____

Applied for [NYS SSRP Grant](#) ☐ Yes ☐ No Amount: _____

Any Outstanding [Code Violations?](#) ☐ Yes ☐ No If yes, explain _____

Applying for Low to Moderate Income Incentive (individual(s) tax return(s) required) ☐ Yes ☐ No

Property was deemed a catastrophic failure by SCDHS ☐ Yes ☐ No

Property is affordable housing under [Chapter 216 of Southampton Town Code](#) ☐ Yes ☐ No

Section 2: Documents Required for Rebate after Installation

Provide the following to the CPF Department:

☐ Certificate of Electrical Compliance and Certificate of Wetland Compliance (if applicable)

☐ Invoices of actual costs paid for IA/OWTS installation and proof of payment(s)

☐ Green stamped survey or Inspector Certification Letter or Retrofit Letter from Suffolk County

☐ Invoice / Receipt Certification Form

Section 3: Assignment of Rebate and Indemnification – please initial next to each item and sign below

Initial

— I understand that I may assign all or a portion of the rebate disbursement to the installer with written consent prior to disbursement. In doing so I agree that no contractual agreement or relationship exists between the Town of Southampton and the installer for the service provided, and I assume all risk and responsibility for losses in connection with the services provided by the installer and agree to indemnify, defend, and hold harmless the Town, its agents, and employees, from any claim or loss, including litigation and attorney's fees arising from the provision of any services.

— I confirm that the rebate amount provided by the Town is not duplicative of any rebate or grant monies provided by another source. I understand that duplicative monies will be returned to the Town immediately or they will be recovered by the Town in a court of competent jurisdiction.

— I confirm that the subject property is NOT new construction.

— I authorize the subject property to be inspected by the Town if deemed necessary.

Applicant/Representative of Applicant Signature _____ Date: _____

Print Name _____

**** PLEASE SUBMIT THIS APPLICATION AND COMPLETED W-9 (WITH HOMEOWNER'S MAILING ADDRESS)
TO THE EMAIL OR OFFICE ADDRESS PROVIDED BELOW****

Please note, an **Owner's Endorsement Form** is also required if application is being submitted on the owner's behalf.
**ALL APPLICANTS MUST SUBMIT A COMPLETE REBATE APPLICATION INCLUDING FINAL DOCUMENTATION
WITHIN ONE YEAR OF THE COUNTY FINAL GREEN STAMPED PLANS**

**** Southampton Town - Department of Community Preservation
24 W Montauk Highway, Hampton Bays, NY 11946
SepticRebate@southamptontown.ny.gov**

W-9
Form
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

4 Exemptions (codes apply only to certain entities; not individuals; see instructions on page 3):

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

• Form 1099-INT (interest earned or paid)

• Form 1099-DIV (dividends, including those from stocks or mutual funds)

• Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)

• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)

• Form 1099-S (proceeds from real estate transactions)

• Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cal. No. 10231X

Form **W-9** (Rev. 10-2018)

Town of Southampton Septic Rebate
Application Form

W-9 Form

TOWN OF SOUTHAMPTON APPLICATION PROCESS

Rebate
Application
submitted
to CPF

Applicant
receives
approval
email

The applicant must
get approval from
appropriate
regulatory
agencies to install
I/A OWTS

Applicant or
electrician
submits an
application to the
SH Building
Department for
an I/A OWTS
Electrical Permit

I/A OWTS
is installed



TO RECEIVE THE REBATE

- **INVOICE CERTIFICATION FORM**
- **AN EMAIL FROM THE HOMEOWNER ALLOWING THE REBATE TO BE ISSUED TO THE INSTALLER, IF APPLICABLE**
- **INVOICES WITH PROOF OF PAYMENT**
- **CERTIFICATE OF ELECTRICAL COMPLIANCE AND CERTIFICATE OF WETLANDS COMPLIANCE, IF APPLICABLE**
- **INSPECTOR CERTIFICATION LETTER, RETROFIT LETTER, OR FINAL GREEN STAMPED PLANS FROM THE COUNTY**



FAQS



HOW DO I KNOW IF MY PROPERTY IS ELIGIBLE?

- IF YOU ARE LOOKING TO REPLACE AN EXISTING SYSTEM WITH AN I/A OWTS⁺, SEARCH YOUR NAME OR ADDRESS INTO THE WEBSITE BELOW TO SEE IF YOUR PROPERTY IS LOCATED IN A PRIORITY AREA:

[HTTPS://GIS.SOUTHAMPTONTOWNNY.GOV/PARCELSERCH/](https://gis.southamptontownny.gov/parcelsearch/)

⁺NEW CONSTRUCTION IS NOT ELIGIBLE FOR A REBATE





ITEMS TO NOTE

WE ARE CURRENTLY WORKING ON UPDATING OUR PRIORITY MAP

- **IF YOU ARE NOT CURRENTLY IN A PRIORITY AREA, PLEASE CHECK BACK IN A FEW MONTHS!**

[HTTPS://GIS.SOUTHAMPTONTOWNNY.GOV/PARCELSERCH/](https://gis.southamptontownny.gov/parcelsearch/)

- **REBATES MUST BE PROCESSED WITHIN 1 YEAR OF YOUR GREEN STAMPED PLANS. THAT BEING SAID...**
 - **HAVE YOU ALREADY INSTALLED?**
 - **NOT ABLE TO WAIT AND SEE IF YOU ARE IN A PRIORITY AREA?**
- **PETITION YOUR CASE**

WHAT IS THE MAXIMUM REBATE?

\$25,000 MAXIMUM ELIGIBLE REBATE

**\$20,000 BASE REBATE WITH A \$5,000 LOW TO MODERATE
INCOME INCENTIVE**



WHAT DOES THE REBATE COVER?

THE REBATE COVERS ANY COSTS ASSOCIATED WITH THE UPGRADE OF YOUR SYSTEM SUCH AS:

- **REMOVAL OF OLD SYSTEM**
- **DESIGN**
- **LABOR AND MATERIALS FOR NEW SYSTEM**
- **3-YEAR MAINTENANCE CONTRACT**
- **PROPERTY RESTORATION**



AM I REQUIRED TO INSTALL AN I/A OWTS?

- ALL NEW CONSTRUCTION⁺
- ANY SUBSTANTIAL SYSTEM UPGRADE REQUIRED BY SCDHS
- AN INCREASE IN 25% OF THE FLOOR AREA OF A BUILDING
- WHEN REQUIRED BY THE CONSERVATION BOARD OR ENVIRONMENTAL DIVISION

REMINDER: ⁺ NEW CONSTRUCTION IS NOT ELIGIBLE FOR A SEPTIC REBATE, YOU MUST BE UPGRADING AN EXISTING SANITARY SYSTEM



QUESTIONS?

EMILY EFSTRATION

SENIOR ENVIRONMENTAL ANALYST

COMMUNITY PRESERVATION FUND

TOWN OF SOUTHAMPTON

631-702-1962

SEPTICREBATE@SOUTHAMPTONTOWNNY.GOV

