



RESIDENTIAL INCENTIVE: GRASS REMOVAL PROGRAM

PROGRAM INFORMATION AND ELIGIBILITY

ABOUT THE INCENTIVE PROGRAM

The City of Phoenix is providing an incentive to assist residential Phoenix water customers in removing their grass in favor of a low water-use landscape *to reduce their water use and increase efficiency.*

DETAILS

- The incentive is \$2 per square foot of grass removed.
- Applications are subject to approval and must meet the eligibility requirements.
- Funds will be issued on a first come, first served basis while available.
- All incentive guidelines and requirements are subject to change at any time.

TO QUALIFY FOR THE PROGRAM, YOU MUST MEET THE ELIGIBILITY REQUIREMENTS:

1. Living grass must be currently growing and must fill a minimum of 75% of the total removal project area in order to be eligible. Areas of bare soil or weeds must be less than 25% of the total grass removal project area. Properties that have not received a Notice to Proceed (NTP) do not qualify.
2. Applicants must be the current property owner (homeowner) and a Phoenix Water Services customer, receiving a water bill or city services bill from the City of Phoenix.
3. A minimum of 250 square feet of grass must be removed.
4. Water features and pools are prohibited from being installed in the area of grass removal.
5. Bare soil after grass removal is prohibited in the area of grass removal.
6. An estimate of the square footage of grass removal along with pre-project photos and map of the area of grass removal showing square footage must be submitted.
7. Grass removed cannot be reinstalled while ownership of the property is maintained by the incentive recipient.
8. Applicants must ensure their new landscape design and installation complies with their Homeowner's Association Covenants, Codes & Restrictions. Applicants who reside in a registered historic district must contact Phoenix's Historic Preservation Office prior to application for project approvals.



Convert grass to desert landscaping and save **55 GALLONS** of water each year per square foot.

Source: [Sovocool 2005]

Use native plants to add beauty and interest.

APPLICATION GUIDELINES

REQUIRED DOCUMENTATION:

The following documentation is needed to complete the application process. For all required documentation and links, please see the Application Process section.

- An aerial image depicting the area of grass removal with an estimate of the square footage of grass to be removed. Use the City's **Square Foot Measurement Tool** found on our website.
- A project description on the Project Description Form. Tell us what will be replacing the grass.
- Two photos of the area of grass removal showing existing grass condition. Grass removal area must be at least 75% density of live, healthy grass. Before and after photos of previously removed grass projects will not count towards the minimum and will not be eligible for the incentive.
- An IRS W-9 form. The name on the form must match the name on the ID exactly.
- An Affidavit of Lawful Presence form with a copy (either jpeg or PDF format) of the ID used to complete the form. Only one form of ID should be checked on the form. The name on the form must match the name on the ID exactly.
- A documented Notice to Proceed (NTP) from the City of Phoenix Water Services Department (WSD).
- At least two photos of the area of grass removed after removal to be submitted after the project is complete and a copy of the NTP to wsd.incentives@phoenix.gov. If the area isn't discernible in the photos, we may request a video call or site inspection. All applicants are subject to inspection at any time.



Contact Us:

Water Services Department
Water Conservation Office
wsd.incentives@phoenix.gov
602-261-8367

phoenix.gov/savewaterincentives

APPLICATION PROCESS

1. Obtain a Notice to Proceed (NTP) from the Water Conservation office. Using the myPHX311 portal, Submit:
 - a. A project description on the Project Description Form. Tell us what will be replacing the area of removed grass.
 - b. An aerial image depicting the area of grass removal including an estimate of square footage of grass to be removed. Square footage can be determined by using the City's **Square Foot Measurement Tool** found on our website.
 - c. Two photos from different angles of the area of grass removal showing existing grass condition. Grass removal area must be at least 75% density of live, healthy grass. Before and after photos of previously removed grass does not count towards the minimum and is not eligible for the incentive.
 - d. The Affidavit of Lawful Presence form along with a copy of the ID you used to complete the form.
 - e. An IRS W-9 form.

Both the Affidavit of Lawful Presence form and W-9 form must be in PDF format. Photos of these documents will not qualify. All other documents can be jpeg (not jpg) or PDF files.

4. Conservation staff will review photos and project description and complete square footage measurements using aerial imagery and photos of the property. If square footage given is indiscernible, or significantly different than staff measurements, a video call or onsite inspection may be performed. Staff will notify you if a call or inspection is needed.
5. After all documents have been approved, conservation staff will issue you a Notice to Proceed (NTP). Any work completed before issuance of the NTP will not be covered for the incentive payment. DO NOT start work until the NTP has been issued.
6. Begin the project. You have 6 months from the date of the NTP to complete work.
7. Notify the Water Conservation Office when the landscape conversion has been completed by emailing at least two photos of the completed project and a copy of the NTP to wsd.incentives@phoenix.gov
8. Conservation staff will review final photos and send an email notice informing you of approval status.
9. The incentive payment will be processed after final approval in the form of a check in the mail. Please allow 1-2 billing cycles to receive the check.

