

HOW TO APPLY USING OUR DIGITAL PORTAL

Directions for Form 1 - Pre Inspection



VISIT <u>WWW.SCWA2.COM</u> TO ACCESS APPLICATION



CLICK ON "STEP 1: SUBMIT A DIGITAL APPLICATION HERE"

- You will be directed to our digital application portal
- Once you begin the application, DO NOT exit out of the application until you have finished and submitted the entire form

TERMS AND CONDITIONS AND CUSTOMER INOFMATION

- Review the application and Terms and Conditions carefully
- Any item with an asterisk is required
- Provide your property address, email, and contact information

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SITE INFORMATION

Provide information about the proposed project site





ADD PHOTOS

- A minimum of 3 photos are required
- photos must be clear and show lawn area that you are planning to convert
- Acceptable formats include JPG, PDF, IMG

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PROVIDE ADDITIONAL INFORMATION

- Add any additional information or notes about your project
- You can add an estimate of your square footage (our team will measure virtually using aerial imagery)

AGREE TO TERMS AND CONDITIONS AND SIGNATURE

- Agree to the Program's terms and conditions
- Sign and Date the form before submitting



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SUBMIT FORM

- Once you submit your form, your application will be reviewed within 5-10 business days
- If you are approved, you will receive an official Letter of Approval and a list of useful resources and you can begin your project!



HOW TO APPLY USING OUR DIGITAL PORTAL

Directions for Form 2 - Post Inspection



VISIT <u>WWW.SCWA2.COM</u> TO ACCESS APPLICATION



CLICK ON "STEP 2: SUBMIT A POST INSPECTION FORM HERE"

- You will be directed to our digital application portal
- Once you begin the application, DO NOT exit out of the application until you have finished and submitted the entire form
- Any item with an asterisk is required

CHECKLIST AND CUSTOMER INFORMATION

- Make sure your project includes all required and eligible materials
- You must provide your property address, email, and contact information



2

SITE INFORMATION

3

 Provide information project site including address if different than customer address



ADD PHOTOS

- A minimum of 3 photos are required
- Photos must be clear and show the lawn area that you have converted
- Acceptable formats include JPG, PDF, IMG

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PROJECT MEASUREMENT (OPTIONAL)

• If your final project measurements have changed, please include updated measurements



W9 INFORMATION

If your rebate is expected to be over \$600, attach a completed W9 form that can be found on our website

 If you do not want to fill out a W9, please indicate that you want your rebate to be below \$600 in the notes section



SUBMIT FORM

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 Once you submit your form, a conservation agent will review your application within 5-10 business days

 If you are approved, you will receive a rebate check in the mail within four to eight weeks