

EXECUTIVE DIRECTOR PROCEDURE

Southwest Florida Water Management District

Title: Quality of Water Improvement Program (QWIP) Funding Assistance Initiative and Well Inspection Funding for Manatee and Sarasota Counties

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Approved By: Brian J. Armstrong, P.G., Executive Director

Effective Date: 10/1/2019

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PURPOSE

The purpose of the Quality of Water Improvement Program (QWIP) Initiative (Initiative) is to provide an incentive for landowners to comply with well plugging requirements in accordance with Florida Statutes (F.S.) Section 373.206 (Artesian wells; flow regulated) and Section 373.207 (Abandoned artesian wells). In addition, the Initiative promotes the Southwest Florida Water Management District’s (District) Regional Water Supply Plan and promotes the protection of groundwater and surface water. The Well Inspection Funding for Manatee and Sarasota Counties provides payment for each well inspected by county staff that is plugged and funded through the QWIP.

SCOPE

The QWIP was established by the District in 1974 to locate and properly plug abandoned or unused artesian wells which could allow poor quality water to migrate upward or downward and contaminate other aquifers or surface water sources. In 1994, the Initiative was changed to increase the number of wells plugged by providing funding to landowners to cover 100 percent of the well plugging cost up to a program maximum. Wells approved for reimbursement include only those that have been used as a water supply such as potable wells and irrigation wells. In 2002, the District began providing a subsidy to the Manatee County Parks & Natural Resources Department and the Sarasota County Health Department for providing well inspection services

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for the QWIP. The QWIP provides a payment of \$200 for each QWIP well inspected and plugged in Manatee and Sarasota Counties up to 125 wells annually for a combined total up to \$25,000.

AUTHORITY

The initiative is authorized through Section 373.206, F.S., which provides in part, "Upon the determination by the Department of Environmental Protection (DEP) or the appropriate water management district that the water in an artesian well is of such poor quality as to have an adverse impact upon an aquifer or other water body which serves as a source of public drinking water or which is likely to be such a source in the future, such well shall be plugged in accordance with department or appropriate water management district specifications for well plugging."

DEFINITIONS

Abandoned Artesian Well. Defined in Section 373.203(2), F.S. as an artesian well:

- (a) That does not have a properly functioning valve;
- (b) The use of which has been permanently discontinued;
- (c) That does not meet current well construction standards;
- (d) That is discharging water containing greater than 500 milligrams per liter of chlorides into a drinking water aquifer;
- (e) That is in such a state of disrepair that it cannot be used for its intended purpose without having an adverse impact upon an aquifer which serves as a source of drinking water or which is likely to be such a source in the future; or
- (f) That does not have proper flow control on or below the land surface.

Artesian Well. Defined in Section 373.203(2), F.S. as an artificial hole in the ground from which water supplies may be obtained and which penetrates any water-bearing rock, the water in which is raised to the surface by natural flow, or which rises to an elevation above the top of the water-bearing bed. "Artesian wells" are defined further to include all holes, drilled as a source of water, that penetrate any water-bearing beds that are a part of the artesian water system of Florida, as determined by representatives of the Florida Geological Survey or DEP.

Well Plugging. Defined in Section 373.203(3), F.S. to include "plugging, capping, or otherwise controlling a well as deemed appropriate by the department or by the appropriate water management district".

STANDARDS

N/A

PROCEDURE

The procedure details how landowners are reimbursed for the costs of plugging qualified wells. In addition, this procedure specifies how cost subsidies are paid to Manatee and Sarasota counties for services rendered.

1. The QWIP staff have the option to inspect each reported well (four (4) inches in diameter and larger) using geophysical logs to evaluate bore hole characteristics to determine if the well meets the criteria of an abandoned artesian well as defined in Florida Statutes. If the well meets the referenced criteria and is not listed as an ineligible well under 8b of this procedure, the landowner shall qualify for the QWIP Funding Assistance Initiative. Funding for this

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initiative is limited. Applications for qualified wells will be considered for reimbursement in the order in which they are received by the QWIP administrator.

2. The QWIP staff will provide the landowner the eligible reimbursement amount, not to exceed \$6,000 per well and \$18,000 maximum per fiscal year, using the QWIP Reimbursement Claim Form. The eligible reimbursement amount is determined by the well's depth and diameter, as specified on the QWIP reimbursement schedule. A copy of the geophysical logs and the District's Vendor Registration Form are provided to the landowner. The Vendor Registration Form (a substitute W-9 form) is required by the Internal Revenue Service (IRS) to ensure that the District has been provided an accurate Social Security Number (SSN) or Federal Employer Identification Number (FEIN) prior to issuing a payment. The SSN or FEIN provided to the District will not be used for any purpose other than to comply with IRS reporting requirements.
3. The landowner is then responsible for soliciting and negotiating an agreement with a licensed State of Florida Water Well Contractor to plug the well within 90 days of the claim form issuance date. If not plugged within 90 days, the landowner will receive a 30-day notice letter to return their claim form and associated documents to the District. If the claim form is not received or the well is not plugged within 120 days, the reimbursement claim will be cancelled, and the well information will be forwarded to the District's Regulation Division for compliance. The landowner must then re-apply for funding, if available.
4. The well plugging activity must be witnessed by District staff and/or another permitting authority. Well plugging activity for Manatee and Sarasota counties will be witnessed by the respective county staff and documented through the submittal of a Well Grouting/Abandonment Form, which is obtained from the District's e-Permitting System. The District is then provided a copy of the contractor's invoice, executed QWIP Reimbursement Claim Form, Vendor Registration Form, and the District's Well Grouting/Abandonment Form. Upon review of these documents by the District's QWIP administrator, the District will reimburse the landowner the eligible reimbursement amount or the contractor's invoice amount, whichever is less. The landowner has the option to authorize the District to send the reimbursement amount, on their behalf, directly to their Licensed Well Drilling Contractor. Any amount invoiced by the contractor over the eligible reimbursement amount is the sole responsibility of the landowner. Wells approved for the QWIP will be entered in a database and maintained by the QWIP administrator.
5. As of July 1, 2002, Manatee and Sarasota counties will receive a \$200 per well inspection subsidy when the well is properly abandoned, the abandonment is witnessed by the county and the well is processed for the QWIP reimbursement. Funding for the QWIP inspection subsidy is limited to a maximum of 125 wells annually for a combined total up to \$25,000. Subsidies will be paid to the respective county in the order in which they are processed for the QWIP reimbursement. Subsidy payments for wells inspected by Manatee and Sarasota counties are made monthly. The QWIP administrator will maintain a database that tracks all subsidies paid to the counties.
6. The QWIP staff will compile an annual update of the progress of the Initiative to be included as part of the District's annual Five-Year Water Resource Development Work Program. The Work Program is submitted to DEP and the Office of Governor within 30 days of the new fiscal

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year's budget, then published in the District's Consolidated Annual Report in March of each year.

7. Any cost associated with the installation of a new well is the sole responsibility of the landowner and is not covered under the QWIP Funding Assistance Initiative.
8. The following wells are not eligible for funding under this program:
 - a. Any well constructed with within the previous 12 months that cannot be used due to improper well construction, poor water quality, driller error or incorrect well location.
 - b. Any well constructed for reasons other than for use as a water supply, for example: injection wells, oil or mineral exploration wells, monitoring wells, air sparge wells, remediation recovery wells, closed loop geothermal wells and test wells.
9. Exceptions to this procedure may be approved by the Executive Director.

DISTRIBUTION

This procedure will be stored in the Executive Director Procedure Repository. All QWIP staff will be provided a copy of the procedure.

REFERENCES

Florida Statutes Chapter 373 Water Resources

REVIEW PERIOD

This Procedure will be reviewed every five years by the Data Collection Bureau Chief or his/her delegate.

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Document Name	Quality of Water Improvement Program (QWIP) Funding Assistance Initiative and Well Inspection Funding for Manatee and Sarasota Counties
Formerly Known As	Procedure for Quality of Water Improvement Program (QWIP) Funding Assistance Initiative (61-7) and Service Support for Manatee and Sarasota Counties (61-7B)
Document Type	Procedure
Author(s)	Ted Gates, P.G., Geohydrologic Data Manager
Reviewing Stakeholder(s)	N/A
Document Owner Name	Sandie Will, P.G.
Document Owner Title	Bureau Chief
Review Period (in days)	1,825
Span of Control	District
Supersedes Date	N/A
Effective Date	10/01/2019

APPROVAL


 Brian J. Armstrong, P.G.
 Executive Director

 10/29/2019

 Date

Certificate Of Completion

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Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Shellie Ferreira-Lee
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	2379 Broad Street
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Signer Events

Brian Armstrong
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Signature

Signature Adoption: Drawn on Device
 Using IP Address: 24.73.1.118
 Signed using mobile

Timestamp

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 Signed: 10/29/2019 5:19:28 PM

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In Person Signer Events

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Status

Timestamp

Intermediary Delivery Events

Status

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Status

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Caroline Browning
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	10/29/2019 5:19:30 PM
Completed	Security Checked	10/29/2019 5:19:30 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

Your Consent to Use Electronic Records and Signatures

From time to time, the Southwest Florida Water Management District (‘District’) may provide you with certain agreements. The federal E-SIGN Act and the Florida Uniform Electronic Transaction Act, Chapter 668, Florida Statutes, allow the District to provide you these agreements electronically and the use of electronic signatures with your consent. Described below are the terms and conditions for providing you such agreements electronically as well as for the use of electronic signatures. This consent relates to your agreement with the District and any associated electronic signatures. If you consent to receive your agreement electronically and to use electronic signatures, you must keep your email address up to date by notifying ESignQuestions at ESignQuestions@swfwmd.state.fl.us of any changes to your contact information.

Please read the information below thoroughly and, if you can access this information electronically to your satisfaction, please confirm your acceptance and understanding that your electronic signature executed in conjunction with the electronic submission of your agreement shall be legally binding and such transaction shall be considered authorized by you by clicking the ‘I consent to use Electronic Records and Signatures’ box located on the previous page. If you do not agree to use electronic signatures, click the link under ‘Other Options’ to print and sign the agreement.

Right to Have Records Provided on Paper

At any time, you may request from the District paper copies of any of your agreements at no cost to you. You may request delivery of paper copies by contacting ESignQuestions at ESignQuestions@swfwmd.state.fl.us. Additionally, following your signing session, you will have the ability to download and print your agreement through the DocuSign, Inc. (‘DocuSign’) system. You will receive an email with a link to access your agreement within the DocuSign system.

Right to Withdraw Your Consent to Receive Electronic Records; Consequences

If you agree to receive your agreement electronically and use electronic signatures, you have the right to withdraw your consent at any time and at no cost to you. You must inform the District of your decision by ESignQuestions at ESignQuestions@swfwmd.state.fl.us. Please include your contact information and the agreement number you are declining to sign electronically in your withdrawal notice. If you elect to receive your agreement only in paper format, or refuse to sign electronically, it may slow down the speed at which you receive documents or information.

Hardware and Software Minimum Requirements

To access and retain your agreement, you will need the following:

Operating Systems:	Windows 2000 or Windows XP
Browsers (for SENDERS):	Internet Explorer 6.0 or above
Browsers (for SIGNERS):	Internet Explorer 6.0, Mozilla Firefox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account

Screen Resolution:	800 x 600 minimum
Enable Security Settings:	Allow per session cookies Users accessing internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

These minimum requirements are subject to change. If these requirements change such that you may not be able to access or retain the electronic records, we will provide you with an email message at the email address we have on file for you, providing you with the revised hardware and software requirements. At that time, you will have the right to withdraw your consent to receive documents electronically.