



Rain Garden Grant Introduction



Thank you for your interest in working to protect the water quality of our local streams and lakes. The purpose of the Rain Garden Grant is to financially assist property owners within the City of Tallahassee with the placement of rain gardens on their property. Eligibility for this grant requires that the property be an owner-occupied residence located within the City of Tallahassee. Most of Tallahassee occupies the three major lake basins of Lake Munson, Lake Lafayette, and Lake Jackson, and these watersheds are the focus area of the TAPP Campaign.

A rain garden is a landscaped area designed to capture and hold excess rain water for a short period, allowing it to soak into the soil and recharge the groundwater. Rain gardens help *Slow the Flow* of water from a yard during and after a storm, reducing water pollution and allowing groundwater recharge. As part of the application process, you are asked to read the instruction manual *Rain Gardens: A How-to Manual for Homeowners, Your Personal Contribution to Cleaner Water*.

The City of Tallahassee will offer grants, in an amount not to exceed \$175.00, as reimbursement for the purchase of plants, compost and mulch for a rain garden on your property. Applications will be accepted between **April 1 and June 15, 2008**, however, only thirty (30) grants will be awarded, on a first come, first serve basis, for **approved** applications. Preference will be placed upon first time applicants; however, previous awardees and applicants may also apply.

Reimbursement for plants, compost and mulch used in your rain garden will be provided after an on-site visit from a TAPP representative to verify that your rain garden has been completed. All plants must be planted and the original receipts from your plant, compost, and mulch purchases must be submitted in order to receive reimbursement. Once the rain garden is properly documented, you should receive reimbursement for the amount of the actual documented costs or \$175.00, whichever is less, within 45 days. Receipts must be postmarked by **August 1, 2008**. No reimbursement will be provided for items purchased but not planted in the rain garden area.

The City requires that you agree to allow TAPP representatives to photograph and document your garden before, during, and after planting. Pictures from your garden may be used in publications, reports and educational programs for the City of Tallahassee. We ask that you maintain your garden for at least five (5) years, and during this period of time, that you allow additional photographs of the garden to be taken and used by the City. You will receive prior notification when anyone will be on your property to document your garden. Therefore, please be sure to update any changes to your phone number or e-mail address if such changes arise.

The application consists of three pages:

- General Information
- Rain Garden Design Sketch
- Application Check List and Agreement

Additionally, you will be required to submit a photograph of the area in which you plan to place your garden. If you would like to submit the photograph electronically, please e-mail to sarah.valentine@talgov.com. Please note that your application will not be considered complete until we have received the photograph of your property. If you do not have access to a camera,

please contact us as soon as possible, and we will make arrangements to have your property photographed.

Please mail your completed application to:

City of Tallahassee
Stormwater Management Division
Attn: TAPP Rain Garden Grant
300 South Adams Street, B-35
Tallahassee, Florida 32301-1735

If you need assistance with your application, please call Sarah-Keith Valentine at (850) 891-6806 for referral to volunteers who can help you to complete the application and sketches.

Your garden must be planted on your property by **July 15, 2008** to ensure reimbursement.

TAPP 2008 Rain Garden Grant Calendar

April 1 st , 2008	Grant Applications accepted
June 15 th , 2008	Application Deadline
May 16 th , 2008	Approval/Denial Letters Mailed (if not previously sent)
July 15 th , 2008	All Rain Gardens must be planted
August 1, 2008	Original Receipts and Invoice Due
July 10 th – 31 st , 2008	Rain Gardens to be evaluated by TAPP Staff
October 3 rd , 2008	All reimbursements should be received by applicants

For more information, please visit our web site at **www.TAPPwater.org**.

The TAPP (Think About Personal Pollution) Rain Garden Grant Program is funded by a Section 319 Nonpoint Source Management Program Implementation grant from the U. S. Environmental Protection Agency to the City of Tallahassee and administered through an agreement with the Nonpoint Source Management Section of the Florida Department of Environmental Protection.



Rain Garden Grant Application General Information



Application Date _____

Please Print Clearly or Type

Name: Last, First, Middle			
Home Phone No.		Alternative Phone No.	
Property Address (where rain garden will be located)			
Zip Code		E-mail Address	
Mailing Address			
City and State		Zip Code	
Type of Residence	House _____ Townhouse _____ Apartment _____ Duplex/Triplex _____		
Do you own your home?	Yes _____ No _____		
How did you hear about the Rain Garden Grant Program?			
Have you attended a TAPP Presentation within the last six months?		Yes _____ No _____	
If so, when and where?			
Where do you plan to locate your rain garden?	Front Yard _____ Back Yard _____ Side Yard _____		
What is the approximate distance between your downspout and your rain garden?		_____ feet	
What is the estimated size of your rain garden?			
When do you plan to plant your rain garden?			
What is the estimated cost for your rain garden plants, mulch and compost?			
Where do you plan on buying the plants for the rain garden?			
Have you read <i>Rain Gardens: A How-to Manual for Homeowners</i> ?		Yes _____ No _____	
Do you feel that you have an erosion problem in your yard?		Yes _____ No _____	
Do you use fertilizer on your yard more than once a year?		Yes _____ No _____	
Why do you want to put a rain garden on your property?			

I verify that all of the information provided above is true to the best of my knowledge.

Signature

Date



Rain Garden Grant Application

Rain Garden Design Sketch



Please include a general sketch of your rain garden design including your plants and the berm. Please refer to Figure 4 and the sketch on page 20 of *Rain Gardens: A How-to Manual for Homeowners*.



Rain Garden Grant Application Checklist and Agreement



Checklist

- _____ Read *Rain Gardens: A How-to Manual for Homeowners*.
- _____ Completed the General Information Page.
- _____ Completed a sketch of the rain garden including the location of the plants and the location of the berm.
- _____ Attached (or emailed) 'before' photograph of planned rain garden site.

Agreement

By signing below, I _____ agree to the following:

- I will purchase plants, compost, and mulch for a rain garden to be constructed on the property listed in this application.
- By **July 15, 2008**, I will plant a rain garden on the property listed in this application.
- I will notify the City of Tallahassee TAPP Representative within 15 business days after the planting of my rain garden.
- I will submit original receipts for the purchase of plants, compost, and mulch for my rain garden, within 15 business days of the planting of the garden, for reimbursement. Receipts will be mailed no later than **August 1, 2008**.
- I will only be reimbursed for plants, compost, and mulch used in the designated rain garden.
- I will allow representatives from the City of Tallahassee and the TAPP Program to photograph and document my rain garden before, during, and after planting as requested and for at least five years thereafter.
- I understand that this grant will not fund a rain garden that has been completed on the property listed prior to the application date.
- The property is an owner occupied residence located within the Tallahassee city limits.

Signature

Application Date

Printed Name

Address: _____

FOR OFFICAL USE ONLY:

Date Received _____ Approved _____ Date Approved _____

Received by _____ Not Approved _____

Reason Not Approved: _____