

## APPLICATION

**Please complete and submit all required application materials in order to apply for a rebate project.** Once application materials are received, reviewed, and determined to meet all program requirements, you will be contacted to set up a pre-construction inspection. Applications will be reviewed in the order received. A minimum of three weeks is required for review and construction approval. **Rebate funding is not guaranteed if work begins prior to obtaining approval.** Design requirements can be found in the *RiverSmart Permeable Surface Rebate Applicant Guide*.

### 1. CONTACT INFORMATION

Name: \_\_\_\_\_ DOEE Stormwater Audit Report #: \_\_\_\_\_

Project Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Address (if different): \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Sewer System: \_\_\_\_\_ (Please use [this tool](#) to calculate your sewer system)

### 2. PROJECT INFORMATION

<u>Type of Building:</u> <input type="checkbox"/> Single Family Home (1-4 units) <input type="checkbox"/> Apartment <input type="checkbox"/> Community Organization <input type="checkbox"/> Condominium <input type="checkbox"/> House of Worship <input type="checkbox"/> Other: _____		<u>Contractor:</u> <input type="checkbox"/> DIY (not permitted for pavers) <input type="checkbox"/> Hired PICP contractor: _____	
<u>Size (square feet):</u> Current impervious area being replaced: _____ sf Rebate area replaced with vegetation: _____ sf Rebate area replaced with permeable pavers: _____ sf (Projects > 1,200 sf must fill out the <i>Large Project Supplement</i> ) Stormwater drainage area: _____ sf (Ex: roof area redirected to project through downspout)		<u>Perc Test Rate:</u> _____ inches/hour <u>Downspout Filter Type:</u> _____ <u>Basement:</u> (within 10 ft of project) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<u>Cost:</u> Total project cost: \$ _____ (Rebate eligible portion only) Rebate amount: \$ _____ (Project area x \$5 for vegetation and x \$10 for pavers) Maximum rebate of \$3,000.00 in CSO Sewer area.		<u>Excavation Depth:</u> _____ inches <u>Type of Edge Restraint:</u> _____	

### 3. PARTICIPANT FEEDBACK

Estimated Installation Date: \_\_\_\_\_

How did you hear about the RiverSmart Permeable Surface Rebate Program?

Why did you choose to participate?

Comments:

### REQUIRED APPLICATION MATERIALS

- ☐ **Perc Test Worksheet** *p. 2*  
(required for permeable paver projects)
- ☐ **Design Sketch Guide** *p. 2*  
(must illustrate all project requirements)
- ☐ **Before Photos Guide** *p. 5*  
(must be jpg files)
- ☐ **Itemized Invoice** *p. 3*  
(include all materials, labor, and other project costs)
- ☐ **Maintenance Agreement** *p. 4*  
(must be hand-signed)
- ☐ **RiverSmart Rewards Sign-up Sheet** *p. 5*
- ☐ **Large Project Supplement** *p. 6*  
(required for projects over 1,200 sf)
- ☐ **Ticket Number from Ms. Utility at least 48 hours prior to construction**  
(save for post-construction paperwork)

Note: if using a paver contractor not on our list, make sure we have all required documents on file, including the PICP Record of Completion

Name: \_\_\_\_\_ Address: \_\_\_\_\_

**Instructions:** Use this worksheet for projects 1200 sf or smaller. For projects larger than 1,200 sf, please see the *Large Project Supplement*. **Revegetation projects do not require a perc test.**

**Overview:** A percolation test, or perc test, determines how quickly water drains from the soil at a project site. If the soil does not drain within 36 hours, the project will not function properly and may lead to flooding on the property. Please follow steps 1-5 and fill out the Perc Test Table below. Avoid doing the perc test when raining. If the entire yard is paved, the test should be conducted as close to the project site as possible.

**Materials Needed:**

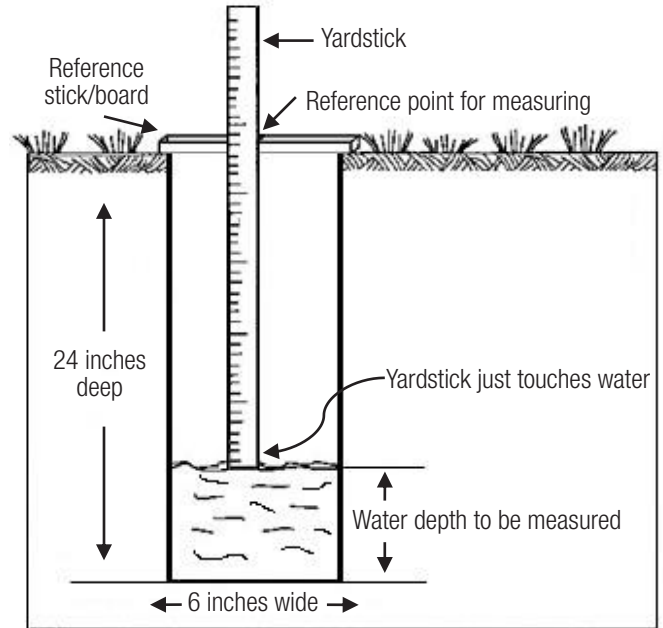
- Digging tool (shovel or post-hole digger)
- Measuring tool (yard stick/ruler & reference stick)
- Water source (hose or bucket of water)
- Data collection tools (this worksheet & a pencil)

**Caution:** Make sure you know where utilities are before you start digging! Call Ms. Utility within 48 hours of digging to be sure.

**Step 1:** Dig a hole that is 24 inches deep and 6 inches wide in the area where the project will be installed.

**Step 2:** Fill up the hole with 12 inches of water and let it drain completely.

**Step 3:** Within 12 hours of the first fill, fill the hole again with 12 inches of water. Use the yardstick and reference stick/board to measure the water height every hour for 6 hours and record results in table.



**Step 4:** Follow the directions in the Perc Test Table to calculate the infiltration rate.

**Step 5:** Check the next day to make sure that the second filling has drained within 24-36 hours. An optimal infiltration rate is 1.2 inches per hour and minimum acceptable infiltration rate is .3 inches per hour – **if the hole has not drained within 36 hours a rain garden or permeable paver project is not possible.**

**PERC TEST TABLE**

	Elapsed Time (hours)	Depth of Water (inches)	Total Change in Water Level (inches)	Percolation Rate (inches per hour)
First Fill	0	12	12 inches – water depth at hour 6: _____	Total change in water level ÷ 6 hours: _____
Second Fill	1			
:	2			
:	3			
:	4			
:	5			
:	6			
:	24		Water drained completely after : _____ hours	

**SEND COMPLETED MATERIALS AND QUESTIONS TO:**

**Laura Todd** at the Alliance for the Chesapeake Bay  
ltodd@allianceforthebay.org | 202-270-8235



**ALLIANCE**  
for the Chesapeake Bay



GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
**MURIEL BOWSER, MAYOR**

# RIVERSMART ITEMIZED INVOICE SHEET

Name: \_\_\_\_\_ Address: \_\_\_\_\_

The itemized invoice should include only those materials and costs associated with the portion of the project funded by the RiverSmart Permeable Surface Rebate Program. You may use your own invoice template, provided that all of the following elements are included.

## PROJECT DESCRIPTION/SCOPE OF WORK:

*This should include a brief description of what the project will entail and the order of sequence. Bullet points are fine. Please include: size of project, depth of excavation, and staging area.*

MATERIALS:	Type (brand, color, size)	Qty.	Total
<input type="checkbox"/> Permeable pavers			
<input type="checkbox"/> Bedding layer			
<input type="checkbox"/> Base layer			
<input type="checkbox"/> Sub-base layer			
<input type="checkbox"/> Downspout extension			
<input type="checkbox"/> Downspout filter			
<input type="checkbox"/> Impermeable liner (Include thickness, material)			
<input type="checkbox"/> Edge restraints			
<input type="checkbox"/> Vegetation			
<input type="checkbox"/> Planting materials			
<input type="checkbox"/> Other: _____			
LABOR:	Hrs.	Rate	Total
If DIY (not permitted on paver projects), include your own labor at a rate of \$25/hour minimum.			
<input type="checkbox"/> Imp. surface removal			
<input type="checkbox"/> Dumping			
<input type="checkbox"/> Installation			
<input type="checkbox"/> Tilling Soil (Required for reveg. projects)			
<input type="checkbox"/> Planting			
<input type="checkbox"/> Other: _____			
MISCELLANEOUS:	Type	Qty.	Cost
<input type="checkbox"/> Transportation			
<input type="checkbox"/> Parking			
<input type="checkbox"/> Dump fees			
<input type="checkbox"/> Permits			
<input type="checkbox"/> Other: _____			
<b>GRAND TOTAL:</b>			

# RIVERSMART PERMEABLE SURFACE REBATE PROGRAM MAINTENANCE AGREEMENT

The District of Columbia Department of Energy & Environment (DOEE) has granted the Alliance for the Chesapeake Bay (Alliance) funding to assist District property owners with the installation of approved permeable surface projects as part of their RiverSmart Permeable Surface Rebate Program.

\_\_\_\_\_ at \_\_\_\_\_  
(Name of Property Owner) (Address of Property Owner)

has voluntarily agreed to:

1. Participate in this program;
2. Maintain the installed green infrastructure project for its life cycle, including adequate watering of any installed plants, weeding, sweeping/vacuuming pavers, replenishing joint material between pavers, and regular cleaning of filters;
3. Allow an Alliance or DOEE representative to conduct site visits in order to quality check the installation or maintenance of the project; and
4. Provide before and after photos of the project site to be used at the discretion of the Alliance or DOEE.

## Responsibilities of the Alliance for the Chesapeake Bay:

- Educate property owners about stormwater runoff issues and the RiverSmart Homes Program;
- Inspect all project installations;
- Provide a rebate awarded at \$5.00 per square foot of area for the replacement of impervious surface with vegetation or \$10.00 per square foot for replacement with permeable pavers, pending final inspection, approval of project, and availability of funds;
- Provide a maximum rebate of \$3,000.00 to eligible properties in the Combined Sewer Overflow (CSO) area.

## Responsibilities of the Property Owner:

- Cover any project cost over the rebate amount;
- Pay the total project cost to the contractor prior to final rebate approval;
- Notify the Alliance if interested in having a RiverSmart sign installed;
- If applicable, maintain the installed sign for its life span; (failure to properly maintain installed practices may result in eligibility for future RiverSmart installations);
- Contact the Alliance or DOEE if unsure of proper maintenance practices.

## Indemnification

The Property Owner agrees to indemnify and hold harmless the Alliance for the Chesapeake Bay and all of its officers, agents and servants against any and all claims of liability or lawsuits arising from or based on, or as a consequence of or result of, any act, omission or default of Alliance employees or its subcontractors, in the performance of activities through the RiverSmart Permeable Surface Rebate Program.

In recognition for your participation in RiverSmart Homes, you will receive occasional communications from Alliance for the Chesapeake Bay, including four seasonal maintenance reminders, and the Alliance's monthly newsletter which you can unsubscribe from at any time.

By signing this document I acknowledge that I have read, understood, and agree to the terms and conditions above.

## ALLIANCE FOR THE CHESAPEAKE BAY:

ACCEPTED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

## PROPERTY OWNER:

ACCEPTED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

## OVERVIEW:

As a participant in the RiverSmart Permeable Surface Rebate Program, your green infrastructure project may qualify your property for discounts on two water and sewer utility fees: the District Government's Stormwater Fee and DC Water's Clean Rivers Impervious Area Charge (CRIAC). With your approval, DOEE can enroll your property for discounts through the RiverSmart Rewards Program. Qualifying properties would receive up to 55% off the Stormwater Fee and up to 4% off the CRIAC. Enrollment is done quarterly and properties must re-enroll every three years. More information about RiverSmart Rewards can be found at <http://doee.dc.gov/riversmartrewards>.

## OPT-IN:

In order to participate in RiverSmart Rewards, I \_\_\_\_\_ (name of DC Water account holder) agree to:

1. Allow DOEE to enroll my property in the Stormwater Fee and CRIAC discount programs;
2. Allow DOEE to inspect the qualifying green infrastructure practices as part of the discount award process;
3. Maintain the qualifying green infrastructure practice over the course of the three-year discount period;
4. Inform DOEE if I remove, alter, or stop maintaining the green infrastructure project; and
5. Grant DC Water permission to share information with DOEE about my water and sewer account.

I understand that DOEE will calculate my discount rate based on the green infrastructure practices reported on this rebate application form and that if I have additional green infrastructure, I must submit a separate RiverSmart Rewards application to DOEE so that my discounts reflect all of the green infrastructure on my property. Contact DOEE for instructions on how to report existing green infrastructure for discount consideration.

☐ I have read, understand, and agree to the terms and conditions listed above.

Property Address: \_\_\_\_\_

DC Water Account Number: \_\_\_\_\_

Signature of DC Water account holder: \_\_\_\_\_ Date: \_\_\_\_\_