Non-Residential Rain Garden Grant

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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 qualified participants within the City of Tallahassee with the placement of rain gardens on the property. Eligibility for this grant requires that the property be owned by a non-profit entity 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, representatives from your organization are asked to read the instruction manual *Rain Gardens: A How-to Manual for Homeowners, Your Personal Contribution to Cleaner Water.*  You are also asked to allow a TAPP representative to make a presentation to your design group and to allow an informational TAPP display to be placed at your location during the planning and construction of the rain garden.

The City of Tallahassee will offer grants, in an amount not to exceed $1000, as reimbursement for the purchase of plants, compost and mulch to build one or more rain gardens on your organization’s property. Please submit your applications as soon as possible in order to complete your rain garden by July 31, 2025.

Reimbursement for plants, compost and mulch used in your rain garden will be provided after an on-site visit from a TAPP representative verifies 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(s) is properly documented, you should receive reimbursement for the amount of the actual documented costs or up to $1000, whichever is less, within 45 days. Receipts must be postmarked by September 1, 2025.

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 stipulate a contact person and be sure to update any changes to the contact person, 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 courtney.schoen@talgov.com. Please note that your application will not be considered complete until we have received the photograph of your property.

Please mail your completed application to:

City of Tallahassee

Attn: TAPP Rain Garden Grant

300 South Adams Street, B-35

Tallahassee, Florida 32301-1735

If you plan to hand-deliver your application, or if you need assistance, please call Courtney Schoen at (850) 891-8754 for directions to our office, or referral to volunteers who can help you complete the application and sketches.

Your garden must be planted on your property by July 31, 2025 to ensure reimbursement.

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

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General Information

 Application Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Please Print Clearly or Type

|  |  |
| --- | --- |
| Organization Name |  |
| Contact Person |  | Title |  |
| Phone # |  | E-mail Address |  |
| Property Address (where rain garden will be located) |  |
| City and State |  | Zip Code |  |
| Mailing Address  |  |
| City and State |  | Zip Code |  |
| Name of Property Owner  |  |
| How did you hear about the Rain Garden Grant program? |  |
| Has your organization held a TAPP event within the last six months? | Yes \_\_\_\_\_ No \_\_\_\_\_ |
| Location of proposed rain garden |  |
| What is the approximate distance between the downspouts and the rain garden? | \_\_\_\_\_\_\_\_\_\_ feet |
| What is the estimated size of your rain garden? |  |
| What is the estimated cost for your rain garden plants, mulch and compost? |  |
| Where do you plan to buy the plants for the rain garden? |  |
| Who will be responsible for maintaining the garden? |  |
| Have you and your design group read *Rain Gardens: A How-to Manual for Homeowners?* | Yes \_\_\_\_\_ No \_\_\_\_\_ |
| Do you feel that there is an erosion problem in this property? | Yes \_\_\_\_\_ No \_\_\_\_\_ |
| Is fertilizer applied to this property more than once a year? | Yes \_\_\_\_\_ No \_\_\_\_\_ |
| Why is your organization interested in placing a rain garden on this property?Would your organization be interested in receiving more information on ways you can help to improve water quality in our area? |

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

|  |  |  |
| --- | --- | --- |
| Signature of Contact Person |  | Date |

Rain Garden Grant Application

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 Rain Garden Design Sketch

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

Please describe the location you have chosen for the rain garden. Why did you select this location?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 where the berm will be located.

\_\_\_\_\_ Attached (or emailed) ‘before’ photograph of planned rain garden site.

Agreement

By signing below, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, contact person for

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree to the following:

* I will arrange for a TAPP Representative to make a presentation to our design group.
* I will arrange the placement of a small TAPP display of informational materials on rain gardens to be placed at our location during the planning and construction of the garden.
* Plants, compost, and mulch will be purchased for a rain garden to be constructed on the property listed in this application.
* By **July 31, 2025**, a rain garden will be planted on the property listed in this application.
* The City of Tallahassee TAPP Representative will be notified within 15 business days after the planting of my rain garden.
* Original receipts will be submitted 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 **July 31, 2025**.
* Reimbursed will be paid for **plants, compost, and mulch** used in the designated rain garden.
* Representatives from the City of Tallahassee and the TAPP Program will be allowed to photograph and document our 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 located within the Tallahassee city limits.

|  |  |  |
| --- | --- | --- |
| Signature |  | Application Date |
| Printed Name of Group Contact |  |  |

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

***FOR OFFICAL USE ONLY:***

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| --- | --- | --- |
| Date Received |  | Approved \_\_\_\_\_\_ Date Approved \_\_\_\_\_\_\_\_\_\_ |
| Received by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Not Approved \_\_\_\_\_\_ |
|  |  | Reason Not Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |