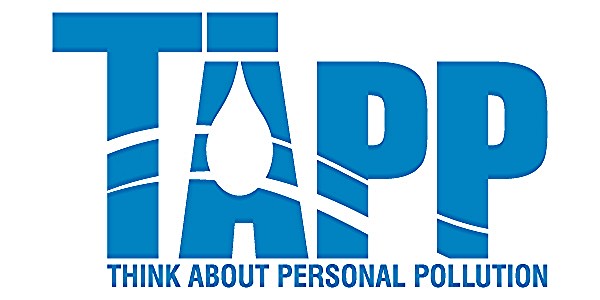
Rain Garden Grant



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 assist property owners within the City of Tallahassee with the placement of rain gardens on their property by reimbursing up to $175 of the cost for plants and mulch. Eligibility for this grant requires that the property be an owner-occupied residence within the Tallahassee City Limits. Most of Tallahassee occupies the three major lake basins of Lake Munson, Lake Lafayette, and Lake Jackson, and these watersheds (areas that drain to a specific lake basin) 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, help reduce water pollution, and allow 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*. This manual is available online at [www.tappwater.org/rain-gardens/](http://www.tappwater.org/rain-gardens/), or in print at any of our Rain Garden Workshops. To request a copy of this manual be mailed to your residence, call (850) 891-6819.

The City of Tallahassee will offer grants (reimbursements not to exceed $175.00) to defray the cost of plants, compost, and mulch for a rain garden on your property. Applications will be accepted from January 1, 2025 through May 31, 2025. Grant funds are limited and will be awarded on a first come, first served basis for approved applications. First time applicants will receive priority consideration.

Rain Gardens should be completely installed by July 31, 2025 to ensure a timely reimbursement.

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 in the ground, and the original receipts from your plants, compost, and mulch purchases must be submitted in order to receive reimbursement. Receipts must be legible and clearly indicate which items were used in your rain garden (it is best to pay for items for the rain garden separately from other items you may buy – separate receipts will help us get your check to you sooner). 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 September 1, 2025. 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

To begin the application process, please submit your completed application and a photograph of the area where you plan to install your garden.

Photos may be submitted electronically by e-mailing them to Courtney Schoen at Courtney.Schoen@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 to have your property photographed.

Please complete all three pages and attach a ‘before’ photo of your site. Applications may be mailed to:

City of Tallahassee

Attn: TAPP Rain Garden Grant

300 South Adams Street, B-35

Tallahassee, Florida 32301

Applications may be submitted electronically by e-mailing them to Courtney Schoen at [Courtney.Schoen@talgov.com](mailto:Courtney.Schoen@talgov.com).

If you need assistance with your application, please call Courtney Schoen at

(850) 891-6819.

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

TAPP 2025 Rain Garden Grant Calendar

May 31, 2025 Grant application deadline

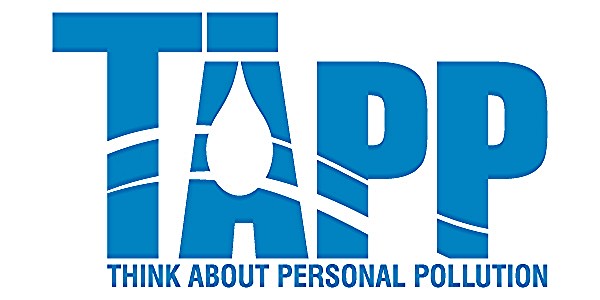
July 31, 2025 All Rain Gardens must be planted

September 1, 2025 Original Receipts (legible and clearly marked) and Reimbursement request due

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 the City of Tallahassee Stormwater Utility.

Rain Garden Grant Application



General Information

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

# Please Print Clearly or Type

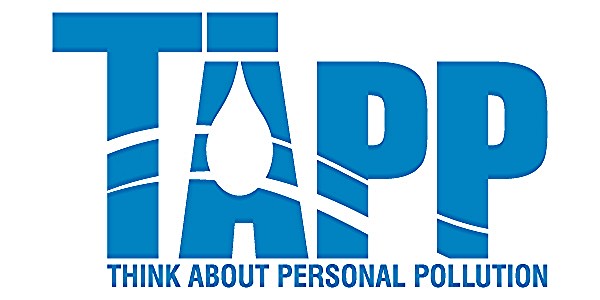
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: Last, First, Middle | | | | |  | | | | | | | | | | | | |
| Home Phone No. | | |  | | | | Alternative Phone No. | | | | | | |  | | | |
| 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? | | | | | | | | | | | | | | |  | | |
| Have you read *Rain Gardens: A How-to Manual for Homeowners?* | | | | | | | | | | | | | | | | 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 \_\_\_\_\_ | |
|  | | | | | | | | | | | | | | | | | |

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

|  |  |  |
| --- | --- | --- |
| Signature |  | Date |



Rain Garden Grant Application



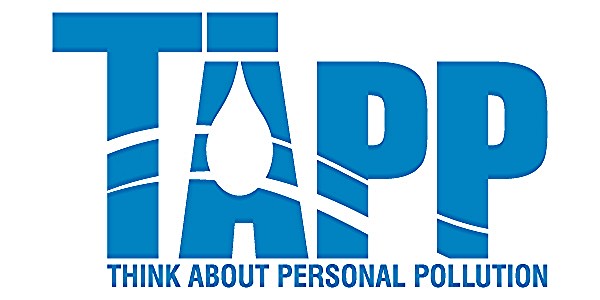
Rain Garden Design Sketch

Please indicate below the process you will use to design your rain garden. We recommend the use of native/naturalized plants whenever possible. Please refer to Appendix A of *Rain Gardens: A How-to Manual for Homeowners*. Please do not use plants found on the Florida Exotic Pest Plant Council’s list of invasive species, found at <http://www.fleppc.org/list/2015FLEPPCLIST-LARGEFORMAT-FINAL.pdf>.

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*.

If you have questions, please phone (850) 891-6819 for help.

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.

\_\_\_\_\_ Included a photograph of the proposed Garden site either electronically or as a part of this application.

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 31, 2025**, 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, by **September 1, 2025**, for reimbursement.
* 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 (5) 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 **City Limits of Tallahassee.**

|  |  |  |
| --- | --- | --- |
| Signature |  | Application Date |
| Printed Name |  |  |

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

***FOR OFFICAL USE ONLY:***

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