



Rain Garden Incentive Program

Funding Application Guide



Background Information:

The Village of Park Forest recognizes the stormwater management and water quality benefits of reduced site runoff associated with the installation of rain gardens. Rain gardens capture and hold water, usually through the use of native plants. Rainfall and stormwater runoff can drain more effectively when using highly-porous plant materials. Rain gardens allow approximately 30 percent of runoff to be filtered into the ground. A properly-designed rain garden can filter one inch of rainfall in four hours.

In order to encourage its residents to install rain gardens, The Village of Park Forest has created the **Residential Rain Garden Incentive Program** to manage stormwater, as well as adding aesthetic elements to residential lots.

Funding Assistance:

The Village of Park Forest is offering Park Forest property owners the opportunity to apply for reimbursement of half the cost up to \$500 reimbursement for plants and/or compost used for the construction of a rain garden. The purpose of the program is to take stormwater runoff from a roof top, yard, driveway or parking area, and direct it to the rain garden where it will be captured and infiltrated into the ground.

To be considered eligible for this funding, Applicants must be owners of the property or have permission from the property owner(s). More than one rain garden per parcel may be installed, but the total reimbursement will not exceed \$500 per residence. We recommended that the total area of the rain gardens to be around 100 square feet. Adjoining properties can apply together to increase the rain garden area. A bonus of 10 percent of reimbursement will be given to group application. The selected applicants must commit to keeping the rain garden on the property and maintaining it for five years.

A general overview of the project describing the existing conditions of the site provided with pictures, plans or map of the residential lot is required. As this is a cost reimbursement program, applicants must have the ability to pay for project costs upfront. Invoices and supporting documentation for eligible costs are then submitted to the Village for reimbursement.

Application Requirements:

- A complete Application form;
- Location map showing the approximate location of the proposed work;
- Photographs of the existing condition(s);
- Preliminary plan showing approximate dimensions from the house and property line.

Process for Application:

1. Read the rain garden handbook, attend a rain garden lecture, or watch a YouTube video about rain garden. Determine if you have the time, resources, and location to construct a rain garden on your property.
2. Submit complete application with two to three 'before' pictures with your application to the Village for review and approval. Application can be submitted at any time before April 1st.
3. Up to twenty locations will be approved and property owners will be notified.
4. A workshop will be held for selected applicants to help with rain garden layout and plants selection.
5. Final plan for the rain garden must be approved by the Village Staff. The plan must be followed to receive the reimbursement. If needed, Village Staff is available during the construction process to provide technical assistance.
6. During construction, retain original receipts for plants and/or compost to submit for reimbursement and take before, during and after construction photos.

7. When installation is complete, contact Village staff for a site visit, and submit completed form, receipts and photos to Village to receive reimbursement. All plants must be planted in the rain garden and the original receipts from purchasing the plants and compost must be submitted in order to receive reimbursement.
8. At the Village's discretion, rain garden photos may be posted on the Village's website, also Rain garden may be included in a tour of rain gardens after giving a prior notification on these activities.

Resources

Guidance for designing and building a rain garden can be found in the Village of Park Forest Rain Garden page. The page can be found online at the Village website. Also the Village will provide workshops on how to create and sustain a rain garden. Check the village website for details.

Assistance Available

If you need assistance with your application, please contact:

Hildy Kingma

Director of Economic Development and Planning

708-283-5622

hkingma@vopf.com

Please complete the application, including the site sketch and "before" photos, and submit by:

Email: hkingma@vopf.com

In Person: Village Hall, 350 Victory Drive, Park Forest, Illinois,

Rain Garden Incentive Program

Pre-Construction Application

➤ Applicant(s) Name: _____

Note: if you are renting this property, the owner of the property must submit this application or letter of approval.

➤ Street address of proposed rain garden

Mailing address (if different then street address):

➤ Phone number: _____

Email: _____

➤ Are you applying as group application? _____ Yes _____ No

If yes please provide the person of contact name and address of all the participating property owner.

➤ How did you hear about the Rain Garden Incentive Program?

➤ Have you attended any Rain garden workshop or lecture?

_____ Yes _____ No

➤ Explain why you think your site would be a good location for a rain garden (including any current water issues on your property)

➤ Do you have any area(s) of ponding water on your property(s)?

_____ Yes _____ No

Explain: _____

➤ Are there obvious signs of stormwater running off the property(s)?

_____ Yes _____ No

Explain: _____

➤ Proposed installation date (can be approximate): _____

➤ My rain garden is (check one):

_____ Self-designed and installed _____ I need help installing the rain garden

➤ Rain gardens need weeding, watering, and mulching to preserve their health and function. At a minimum, you will need to cut or pull dead vegetation each spring and weed it 2 to 3 times per growing season. Check which box indicates your maintenance plan:

_____ Contracted maintenance _____ Self-maintained

Use the following pages to determine the specifications of your proposed rain garden. Read each section carefully and complete all tables and questions. Is the preferred location of the rain garden appropriate? **(You can answer these question during the workshop which will be held after applications selection.)**

➤ Do you plan to collect water from impervious surfaces? If yes, answer question below.

_____ Yes _____ No

➤ What impervious areas do you plan to capture water from? (Check all that apply.)

_____ House roof – Area in square feet:

_____ Garage roof – Area in square feet

_____ Driveway – Area in square feet (only the portion that slopes to rain garden):

_____ Patio – Area in square feet:

_____ Other (please describe):

Total Drainage Area in square feet: _____

➤ Rain garden area and depth should be based upon the size of the drainage area you intend to serve. What are the approximate dimensions of the garden?

_____ ft. x _____ ft. = _____ ft²

➤ What is the distance of rain garden from structure(s) and from adjacent property line (unless a joint venture)? (Must be a minimum of 10 ft)

_____ ft. from structures. _____ ft. from adjacent property line.

➤ To estimate the cost of installing your proposed rain garden use the information provided in the manual:

Plants Cost Totals _____ \$

Materials _____ \$

Total Cost _____ \$

➤ CHECKLIST

_____ Read Rain Gardens: A How-to Manual for Homeowners.

_____ Attended Rain Garden workshop. (Include verification from Workshop leader)

_____ completed the application.

_____ completed a sketch of the rain garden including the location of the plants and the location of the berm. **OR**

_____ I request a design consultation.

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

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

Signature

Application Date

Printed Name

FOR OFFICAL USE ONLY:

Date Received _____

Received by _____

Approved _____

Date Approved _____

Not Approved _____

Reason Not Approved: _____
