



## MSD Project Clear Rainscaping Small Grants Program Participating Contractor Application

MSD Project Clear Rainscaping Small Grants Program encourages the public to use simple rainscaping techniques on their properties to reduce the impact of stormwater on the sewer system. The Small Grants Program was started with a model round in 2014, and completed the first full round in 2015. MSD is pleased to continue to offer these Small Grants to property owners in the Rainscaping Program Area.

Contractors had the opportunity to Opt-in to working on the 2014 Model Round and 2015 Full Round. Now you have the chance to offer services as part of the 2017-2018 Round, by becoming a Project Clear Participating Rainscaping Contractor. MSD Project Clear and the Missouri Botanical Garden will work together to assist landowners with their projects.

### Parameters of program – 2017-18 Round:

- Property must be within Project Clear Rainscaping Program Area
- Residential, institutional and commercial projects
- Costs are 100% reimbursable up to a maximum of \$3,000 per grant – up to 4 grants available per property for non-residential sites – 1 for residential properties
- Features must be installed prior to May 11, 2017
- Seeking bids and advice from Participating Contractors is encouraged. Contractor services are reimbursable for design and installation<sup>(1)(2)</sup>
- Maintenance is the responsibility of the land owner and is not reimbursable
- Features must reduce rainwater runoff to the combined sewer system
- Eligible features must slow the water down, spread it out, soak it up or reuse it. Options include:
  - Rain gardens
  - Bioswales
  - Rock weirs, filter socks
  - Permanent de-paving, replacement with permeable pavement or other rainscaping feature
  - Lawn alternatives
  - Woodland restorations
  - Green roof
  - Soil amendments
  - Rain barrel
  - Cistern

### Timeline for the 2017-18 Round:

1. Submit Contractor Application & Insurance Documentation
2. Participating Contractors mandatory call – June 23rd, 9am to 10:30am
3. Landowners attend orientation – by July 11<sup>th</sup>
4. Landowners consult with Participating Contractors
5. Landowner Application due August 11<sup>th</sup>
6. Awards announced September 11<sup>th</sup>
7. Rainscaping features to be installed Fall 2017 & Spring of 2018
8. Completion packets from landowners due May 11<sup>th</sup>, 2018.

<sup>(1)</sup>Upon agreement between Landowner and Contractor, final payment based on contractor invoice included in completion payment may be allowed (allow 30 days from receipt of fully completed completion packet for payment)

<sup>(2)</sup>Advanced payment of up to 1/3 of grant amount is available upon approved request by the Landowner (allow 30 days from receipt of fully completed request for payment)

Once completed, signed and return with copies of requirements by mail, email or fax to:

Rob Kennedy, Rainscaping Coordinator  
MSD Project Clear Rainscaping Small Grants  
c/o Missouri Botanical Garden – Sustainability Division  
4651 Shaw Blvd.  
St. Louis, MO 63110

Phone Number: 314.577.0202 - Fax Number: 314.577.0847

Email: Rainscaping@mobot.org



Contractor Categories Being Applied For (select all that apply)						
Designer	[yes/no]					
Describe types of design work available:						
Installer	[yes/no]					
Describe types of installations offered:						
Contractor Data						
Company Name:				Date Prepared:		
DBA (if applicable):				Tax ID:		
Ownership Structure:	[Corporation / Partnership / Proprietorship / Limited Liability Company]					
Principal(s):						
Company Address:						
City:			State:			
				Zip Code:		
Other Address:						
City:			State:			
				Zip Code:		
Business Phone:			Website:			
Contact Last Name:						
Email Address:						
Number of Employees:						
<i>The following questions are for MSD's data collection only. They are not requirements for signing up to be a Participating Contractor.</i>						
Is the company a Minority Owned or Women Owned (MBE/WBE) Business? [ Yes / No ]						
What percentage of your workforce is made up of minorities? women? (please answer both)						



<b>Licensing and Professional Requirements</b>	
Formed and operating as a duly registered business in the State of Missouri	[ ]
<p>Insurance Certificate attached, with Additional Insured and minimum limits as follows (NOTE: We may add additional insured(s) in the future):</p> <p style="margin-left: 40px;">Missouri Botanical Garden EarthWays Center – CBEC-West 4651 Shaw Boulevard St. Louis, MO 63110</p> <p>Minimum Limits:            Worker's Compensation Insurance, if applicable - \$500,000            General Liability Insurance - \$1,000,000/occurrence; \$2,000,000 aggregate            Commercial Automobile Insurance - \$1,000,000</p>	[ ]
Initial here to certify understanding that if you are offering services in one of the contractor categories via an agreement you have with another company, you must provide a copy of that formal agreement as proof that your business can offer those services.	[ ]
<b>Additional Requirements</b>	
Initial here to confirm your understanding and agreement to use industry best practices and to be open to all quality control assessments for installing professional Rainscaping features.	[ ]



### Participating Contractor Confirmation

Contractor representative, by signing below, certifies the above information and attached information is accurate and hereby gives permission for Rainscaping Small Grants Program and its representatives to independently verify this information.

Contractor representative certifies to having read and understood the Contractor Guide and the program guidelines in the Rainscaping Small Grants Program Application and hereby agrees to comply with program requirements as set forth therein and as may be amended from time to time by the Program and posted to <http://www.projectclearstl.org/get-the-rain-out/rainscaping/>.

**Contractor representative certifies to following the Rainscaping design and installation guidelines as articulated in Missouri Botanical Garden's online RainScaping Guide at [www.mobot.org/rainscaping](http://www.mobot.org/rainscaping)**

Contractor representative understands that participation in the required workshop and in the full program to become a Participating Contractor in the Rainscaping Small Grants Program implies that Metropolitan St. Louis Sewer District (MSD) and Missouri Botanical Garden (MBG) only confirms you received the information and agreed to participation requirements but DOES NOT imply that MSD or MBG can certify the expertise or recommend or recognize the quality of work of your contractors participating in the program.

The representative signing below agrees to all of the above and additionally certifies they are authorized to sign this document on behalf of the contracting firm listed herein.

<b>Contractor Representative Signature and Date:</b>	_____
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If you have questions regarding the program guidelines or contractor application process, please email [rainscaping@mobot.org](mailto:rainscaping@mobot.org). If you need to speak to someone, please call the general program phone number at 314-577-0202. Additional resources are available online at [www.mobot.org/rainscaping](http://www.mobot.org/rainscaping) and <http://www.projectclearstl.org/get-the-rain-out/rainscaping/>.