

RainScape Rebates Program 2013-2014

Deer
Creek
Watershed
Alliance



a project of



MISSOURI
BOTANICAL
GARDEN

Round 3





The RainScape Rebates program is funded by Metropolitan St. Louis Sewer District, Mabel Dorn Reeder Foundation, Great Rivers Greenway, Missouri Department of Conservation, participating municipalities, and US EPA Region 7 through the Missouri Department of Natural Resources (subgrant number G11-NPS-15), under Section 319 of the Clean Water Act.



MISSOURI BOTANICAL GARDEN

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RainScaping Guide

RainScaping Prize Drawing

Let us help YOU rainscape your yard! Fill out our short survey for a chance to win a \$500 gift certificate for Shaw Nature Reserve's [Spring Wildflower Market](#) next May. Or win one of the other fabulous prizes: plants, labor, a rain barrel, a garden bench, gift cards and more. Entries must be submitted by February 11, 2014.

▶ [See prize details and enter today!](#)

(Do you live in the Deer Creek Watershed? Landowners in nineteen municipalities are eligible to apply for a rebate of up to \$2,000. [View a list of participating municipalities and learn more about RainScape Rebates!](#))



What Is RainScaping?

RainScaping consists of an array of sustainable landscaping practices that a landowner may employ to relieve rainwater-related problems. In addition to rain gardens and bioswales, a

RainScaping Guide Quick Links

[What is RainScaping?](#)

[Why RainScape?](#)

▶ [Benefits & Goals](#)

[How to RainScape](#)


- ▶ [What Do You Know About Your Site?](#)
- ▶ [Is a Rain Garden Right for Your Site?](#)
- ▶ [Design & Build a Rain Garden](#)
- ▶ [Select Other RainScaping Options](#)
- ▶ [Select Plants](#)

[Landscaping Options:](#)

- ▶ [Lawn Alternatives](#)
- ▶ [Soil Amendments & Mulching](#)
- ▶ [Yard Management](#)
- ▶ [Woodland Restoration](#)
- ▶ [Creek Corridor Vegetative Buffers](#)
- ▶ [Rain Gardens](#)
- ▶ [Vegetated Bioswales](#)
- ▶ [Rock Weirs & Filter Socks](#)
- ▶ [Rainwater Harvesting](#)
- ▶ [Permeable Pavement](#)
- ▶ [Green Roofs](#)



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RainScape Rebates

Check out a [rebate program](#) that helps residents landscape for stormwater management.

RainScaping Survey

Fill out a [short survey](#) for a chance to win \$500 worth of native plants or other great prizes!


De-icing Tips

Learn about [salt alternatives and ways to deal with ice](#) without polluting our water.

The Deer Creek Watershed Alliance is funded by project partners, the Mabel Dorn Reeder Foundation, and US EPA Region 7



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RainScape Rebates Program

Landowners in participating municipalities are eligible to take part in a RainScape Rebates program. RainScape Rebates is a voluntary program that financially assists landowners in the Deer Creek Watershed wishing to landscape their yards to improve stormwater management. Seventy-five percent of the funds will be reserved for residential landowners; the remaining 25 percent will be available for schools, churches, businesses, and parks. The maximum rebate per site is 75 percent of documented expenses up to \$2,000.

PARTICIPATING MUNICIPALITIES ARE:

- Brentwood
- Clayton
- Creve Coeur
- Crystal Lake Park
- Des Peres
- Maplewood
- Olivette
- Richmond Heights
- Rock Hill
- Shrewsbury

INFORMATION AND FORMS

For Landowners:

- [**RainScape Rebates Application**](#)
- [Eligible Improvements List](#)
- [Participating Contractors List](#)
- [Register for an Orientation](#)

For Contractors:

- [Contractor Application](#)
- [FAQs for Contractors](#)
- [Register for Workshop](#)

Resources:

- [Online RainScaping Guide](#)
- [RainScaping Resources](#)
- [RainScaping Presentation](#)
- [Cost Comparison Presentation](#)
- [Graph Paper](#)
- [Drawing Instructions/Example](#)

Due to limited funds, qualified applications will be competitively scored. Applicants awarded rebates will be notified of funding by March 14, 2014. A required workshop for new contractors will take place in December. Optional orientations for landowners will be available in January 2014. [Learn more about and register for a workshop or orientation.](#)

[See details about awarded proposals from the first and second rounds of funding.](#)

RAINSCAPE REBATES TIMELINE			
	Round One	Round Two	Round Three
Applications Available	1.7.13	5.15.13	11.15.13
Contractor and Landowner Workshops	Feb 2013	May/June 2013	Dec 2013/ Jan 2014
Rebate Applications Due	3.1.13	7.15.13	2.12.14
Project Notifications Out	3.18.13	8.15.13	3.14.14
Planting Time	Spring/Fall	Fall/Spring	Spring/Fall
Project Receipts and Completion Forms Due	No later than 12.2.13	No later than 6.15.14	No later than 10.3.14
Quality Control/ Ground Truthing/ Completion Forms Processed	Within 6 weeks of receipt of Project Completion Forms		
Rebate Funds Dispersed to Landowners	Within 12 weeks of receipt of Project Completion Forms		

Landowner Manual & Other Handouts

Changes from Prior Rounds & Round 3 Applications

Common RainScape Rebate Application Issues

Applications - Good

RainScape Rebates Application

Contact information

Name _____ Phone number _____
 Address _____
 City _____ Zip 63141
 Email address _____

Would you like to receive the Deer Creek Watershed Alliance monthly email newsletter? ☐ Yes ☒ No

Type(s) of RainScaping to be Installed

(Go to mobet.org/rainscaping for step-by-step RainScape planning guidance.)

- ☒ Rain Garden and/or Bio-swale
☐ Lawn Alternatives (replace turf grass with trees & groundcover, shrubs, perennials and/or prairie plants)
☐ Stormwater Harvesting (Cistern or Rain Barrel)
☒ Woodland Restoration (invasive species removal and replacement)
☐ Other _____

Project Details Part A (If project is not plant-based, skip to Part B.)

What are your project goals? Replace invasive species with native plants in woods. Plant old creek bed and woods with native plants that will help water to infiltrate into soil.

List plants to be installed, including genus and species, quantity, spacing, container size. Indicate which plants are native (including native cultivars). Attach additional paper as needed.

Plant Genus & Species	How Many	Spacing	Container size	Native?
See Attached List and drawings				

Where will you obtain your plants?

What invasive plants (such as Bush Honeysuckle, etc.) will be removed, if any? Bush Honeysuckle, Euonymus/Wintercreeper Ground Cover.

Did you conduct a percolation test? ☐ Yes ☒ No Homeowner has observed that water drains from

Describe your soil amendment strategy by describing the following: old creek bed in about a day.

- Mulch—what kind, how deep, where is it from
- Quantity of compost applied (in inches)—what kind, where is it from
- If aeration method is used, name the type of aerator and depth of aeration (in inches).

Woodland areas to be covered with naturally occurring composted leaf litter as required to minimize erosion.

Project Details Part B

Will your feature capture runoff or rainwater directly from your roof? ☒ Yes ☐ No If so:

What portion of your roof will drain to the feature? All of Downspouts do drain towards feature but not connected

Does your roof have a slight, moderate, or steep slope or is it flat? Moderate

What is your building footprint? (the area in square feet divided by the number of above-ground floors) 2900

Will your feature capture yard runoff? ☒ Yes ☐ No If so:

What is the size of your property in square feet or acres? (You can estimate the area of your property by stepping it off in 3 foot intervals). Approx. 1 Acre (43,560 SF)

What portion of your property will drain to your feature? Most of lot except for part of front yard

How many neighboring properties, if any, will drain towards your feature? Neighbor to North & part of common gr.

Of those neighbors, how many are also submitting applications and what are their addresses? I am not aware of any other neighbors

What is the (estimated) total surface area in square feet draining to your RainScape feature (roof and/or uphill areas that drain to the feature)? Approximately 1 Acre (43,560 SF)

What is the number of square feet of the lawn area to be converted, or woodland to be restored? 9800 SF

What is your maintenance plan? Continue to remove honeysuckle in beds. Weed Beds. Water plants as necessary during establishments and periods of drought. Keep excess leaves out of bed with small plants

Budget

Design Cost	\$ 200
Materials Cost	\$ 1750
Labor Cost	\$ 955
TOTAL COST	\$ 2905

What is the estimated rebate amount requested (maximum 75% of documented costs)?

\$ 2000

Who will install the landscaping? Please check one: ☐ Do it yourself ☒ Contractor

If using a contractor, name up to three that you plan to or have solicited bids from. (Participating contractors are required to attend an informational meeting on Feb. 6, from 8:00–10:30 a.m. at Frontenac City Hall.) If you are installing your own landscaping, workshop attendance is optional.

Outreach

Yes	No	Please check "Yes" or "No" for each question
<input type="checkbox"/>	<input type="checkbox"/>	Is project visible from the street or publicly accessible? <u>Part of Project</u>
<input type="checkbox"/>	<input type="checkbox"/>	Will you allow Deer Creek Watershed Alliance to use pictures taken of your project before and after completion to keep on file and to use in public outreach efforts or publications? <u>Yes</u>
<input type="checkbox"/>	<input type="checkbox"/>	Are you interested in offering your site for a "volunteer day" training workshop and receiving volunteer assistance with your RainScaping installation? <u>No</u>

Signature/Agreement

Yes, I have read and agree with all RainScape Rebates program requirements.

Participant Signature

Applications – Needs Improvement

Please use
the actual
application

RainScape Rebates Application

Contact Information:

Types of RainScaping to be Installed: Bioswale and Landscape Restoration

Project Details, Part A:

What are your project goals?

Multiple goals. 1) To slow down the flow of water that runs from the lawn and driveway and creates a temporary river from west to east across the Client's yard along the garage and into a wooded area, 2) to increase the infiltration of the water into the new bioswale, 3) to redirect the balance of water into the existing groundcover and trees adjacent to the Client's property, and 4) to put in native screening of more diversity and beauty.

Plant List.

Please see the chart below within the installation plan.

Where will you obtain your plants?

I will obtain the plants from local wholesalers and growers.

What invasive plants will be removed?

Bush Honeysuckle (*Lonicera maackii*)

Did you contact a percolation test?

Yes, AND I will be obtaining a soil test from the soil lab at UMC.

Our soil amendment strategy regarding mulch, compost, and aeration:

After regrading the existing area to better accommodate the designed landscape features, I will fill in 1 yard of compost and 1 yard of rain garden soil from S. Once the gravel area is completed and the plants are installed according to the design, natural mulch from will be spread at a depth of 2.5 to 3 inches.

Project Details, Part B:

Will your feature capture runoff or rainwater directly from your roof? Yes, from the garage.

Will your feature capture yard runoff? Yes.

What is the size of your property in square feet or acres? 0.203 acres.

What portion of your property will drain to your feature? The lawn, garage roof, and driveway.

How many neighboring properties, if any, will drain towards your feature? One.

Of those neighbors, how many are also submitting applications and what are their addresses? None.

What is the estimated total surface area in square feet draining to your RainScape feature? 0.5 acres.

What is the number of square feet of the lawn area to be converted, or woodland to be restored?

Approximately 250 sq. ft.

What is your maintenance plan?

The Client's maintenance plan is to make sure the plants receive 1" of water weekly during the growing season, to keep the gravel bed cleared of major debris, to keep the mulched areas mulched at a minimum of 2" deep, to remove the perennials' old growth in the spring, to prune shrubs and trees of dead or diseased wood, to apply pee emergent to the planted beds 3 times yearly and to weed them as necessary, and to edge between the Client's lawn and bed edge twice a year.

Budget:

Design Cost: Included in the overall labor.

Materials Cost: \$2,205.24.

Labor Cost: \$2,387.50.

TOTAL COST: \$4,592.74

Who will install the landscape? Contractor:

Outreach:

Is project visible from the street or publicly accessible?

Yes, parts are visible from the street but it is not publicly accessible.

Will you allow Deer Creek Watershed Alliance to use pictures taken of your project before and after completion to keep on file and to use in public outreach efforts or publications? Yes.

Applications – Needs Improvement

RainScape Rebates Application

Contact information

Name Landowner Name Phone number _____

Address Address

City _____ Zip _____

Email address _____

Would you like to receive the Deer Creek Watershed Alliance monthly email newsletter? ☐ Yes ☒ No

Type(s) of RainScaping to be installed
(Go to mobot.org/rainscaping for step-by-step RainScape planning guidance.)

☐ Rain Garden and/or Bioswale

☐ Lawn Alternatives (replace turf grass with trees & groundcover, shrubs, perennials and/or prairie plants)

☒ Stormwater Harvesting (Cistern or Rain Barrel)

☐ Woodland Restoration (Invasive species removal and replacement)

☐ Other _____

Project Details Part A (If project is not plant-based, skip to Part B.)

What are your project goals?

List plants to be installed, including genus and species, quantity, spacing, container size. Indicate which plants are native (including native cultivars). Attach additional paper as needed.

Plant Genus & Species	How Many	Spacing	Container size	Native?

Where will you obtain your plants?

What invasive plants (such as Bush Honeysuckle, etc.) will be removed, if any?

Did you conduct a percolation test? ☐ Yes ☐ No

Describe your soil amendment strategy by describing the following:

- Mulch—what kind, how deep, where is it from
- Quantity of compost applied (in inches)—what kind, where is it from
- Irrigation method is used, name the type of aerator and depth of aeration (in inches).

Project Details Part B

Will your feature capture runoff or rainwater directly from your roof? ☒ Yes ☐ No If so:

What portion of your roof will drain to the feature? Both front and back (see site map)

Does your roof have a slight, moderate, or steep slope or is it flat? Mostly steep

What is your building footprint? (the area in square feet divided by the number of above-ground floors)

Will your feature capture yard runoff? ☒ Yes ☐ No If so:

What is the size of your property in square feet or acres? (You can estimate the area of your property by stepping it off in 3 foot intervals). 70 x 168 feet

What portion of your property will drain to your feature? 60+ percent (see site map for better estimate)

How many neighboring properties, if any, will drain towards your feature? None

Of those neighbors, how many are also submitting applications and what are their addresses?

What is the (estimated) total surface area in square feet draining to your RainScape feature (roof and/or uphill areas that drain to the feature)? House footprint is 1,812 sq. ft. so maybe 1,200 sq. ft.

What is the number of square feet of the lawn area to be converted, or woodland to be restored? 0

What is your maintenance plan? This involves only rain barrels and a new diversion of a downspout so the only maintenance is my normal gardening, plus maintaining the barrels themselves.

Budget

Design Cost	\$ 0	What is the estimated rebate amount requested (maximum 75% of documented costs)? <u>\$ 450</u>
Materials Cost	<u>Cost of 3 rain barrels, 5' + divider downspout, tubing</u>	
Labor Cost	\$ 0	
TOTAL COST	<u>\$ 600 is a guess</u>	

Who will install the landscaping? Please check one: ☒ Do it yourself ☐ Contractor

If using a contractor, name up to three that you plan to or have solicited bids from. (Participating contractors are required to attend an informational meeting on Feb. 6, from 8:00–10:30 a.m. at Frontenac City Hall.) If you are installing your own landscaping, workshop attendance is optional.

Outreach

Yes	No	Please check "Yes" or "No" for each question
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is project visible from the street or publicly accessible?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will you allow Deer Creek Watershed Alliance to use pictures taken of your project before and after completion to keep on file and to use in public outreach efforts or publications?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Are you interested in offering your site for a "volunteer day" training workshop and receiving volunteer assistance with your RainScaping installation?

Signature/Agreement

Yes, I have read and agree with all RainScape Rebates program requirements.

Participant Signature _____

Budget – Needs Improvement

BUDGET

Design Cost	\$ —	
Materials Cost	\$ 1500	\$ 2330
Labor Cost	\$ 1500	
TOTAL COST	\$ 3000	3830

What is the estimated rebate amount requested
(maximum 75% of documented costs)?

\$ 2000

at
attachment
same

BUDGET		Rain Barrels (5) @ \$220 ea = \$1,100	mulch/compost = \$150
		Plants (Tree) (4) @ \$100 ea = 400	Total / max
		Shrubs (17) @ \$50 ea = 850	cost =
Design Cost	\$	0	
Materials Cost	\$	2,000.00 - 2,500.00	
Labor Cost	\$	0	
TOTAL COST	\$	2,000.00 (2,500.00)	1,500.00 - 2,000.00

What is the estimated rebate amount requested
(maximum 75% of documented costs)?

(Items purchased depend on final cost)

Detailed Budget - Good

Itemized Material Schedule

(Landowner)

Plantings				
Quantity	Common Name	Size	Price per Plant	Extended Total
8	Itea Little Henry	3 Gal	\$31	\$244
3	Red Twig Dogwood - Variegated	5 Gal	\$38	\$113
4	Monarda	1 Gal	\$9	\$37
12	Carex Evergold	1 Gal	\$12	\$149
6	Palm Sedge	1 Qt	\$6	\$37
2	Shining Bluestar	1 Qt	\$6	\$12
3	Swamp Milkweed	50 mm (2")	\$3	\$10
3	Little Joe Joe Pye	1 Qt	\$6	\$18
Other Materials				
Item				Total
Mulch - 2.5 CY				\$70
Fabric 100 SF				\$40
Smaller stone in creek bed - Missouri Red Granite 3/4" 1.5 Tons				\$203
Larger rocks scattered through creek bed - Squaw Valley Rainbow Cobblers 4 - 10" .75 Tons				\$443
			Total Materials	\$1,377

Detailed Budget - Good

(Landowner)

Itemized Budget – Deer Creek Watershed Rainscaping Application

Item	Unit Cost	#	Total cost	Vendor
Rainbarrel – 75 gallons	\$249	2	498.00	Rainwater Harvesting Supply Company
Plants (w tax, S/H)		See chart	258.81	Missouri Wildflower Nursery
Slow Drip hoses (attach to each rainbarrel)	10.50	2	21.00	Home Depot – Gilmour 5/8 x 25 ft flat soaker hose
Step stones	5.80	5	29.00	Home Depo
Subtotal materials			806.81	
Labor	180	2	360	Installing rainbarrels
Total			1166.81	

Plant List – Needs Improvement

Great list of plants –
but don't put it in
narrative form.

Harder to pull out the
information and we
might miss
something!

Also needs numbers
and spacing of
individual plant
species.

Original Design

Rain garden

A vigorous course of water comes from a neighbors dry creek positioned to dispose water directly into property, causing the property to provide a course of tampered grass the water follows through property and eventually to street. Water also comes from a couple sloped areas on property that's not connected to dry creek, but makes way to selected areas of course. I will tackle problem from many angles, starting with a rain garden right where immense water comes from neighbor dry creek entering the rainscape. The rain garden will act as an immediate intake of a great amount of water and the feeding a grove of elderberries. The rain garden will consist of mulch, compost, and plants such as elderberry, turtlehead, queen of prairie, bidens, jewelweed, lobelia, swamp rose, culvers root, sweet coneflower, monkey flower, orange coneflower. A great deal of water will be absorbed here. Excess water will exit from an overflow guidance feature into a bioswale/restored turfgrass area.

Bioswale/ turfgrass restoration A

After rain garden, excess water and some water from a slight slope will enter into a swale and a native plant restored area to nestle water, slow remaining flows, and intake more water. This is all within a natural evolved course of water flow, mostly created with involvement of neighbor dry creek. The swale will have a bit of rock/gravel to grasp flow but mainly swale and turf restoration will be mulch, compost, plants. Both areas will have similar perennials of Echinacea, liatris, rattlesnake master, coreopsis, beardtongue, aster, amsonia, baptisia, obedient plant, rudbeckia. I do want to feature a lovely shrub amelanchier lamarkii (juneberry). There is an existing cherry tree of great height that I will end area at.

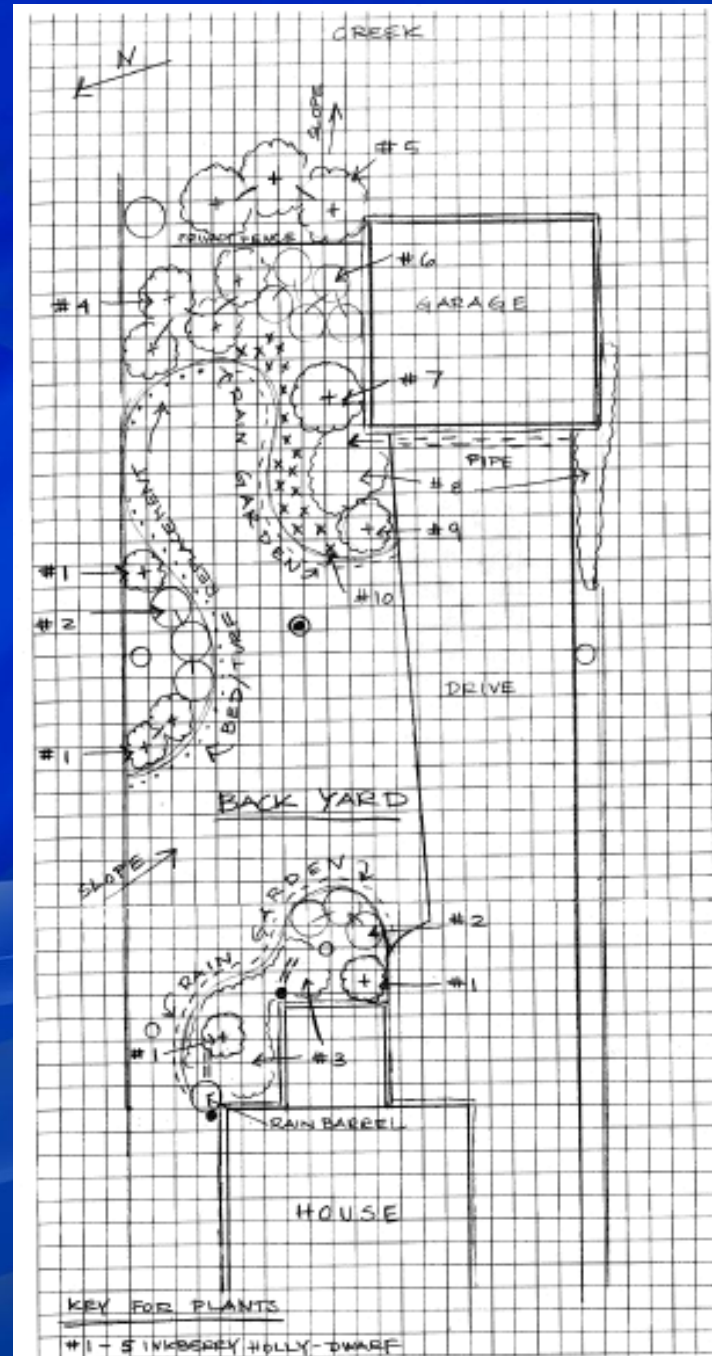
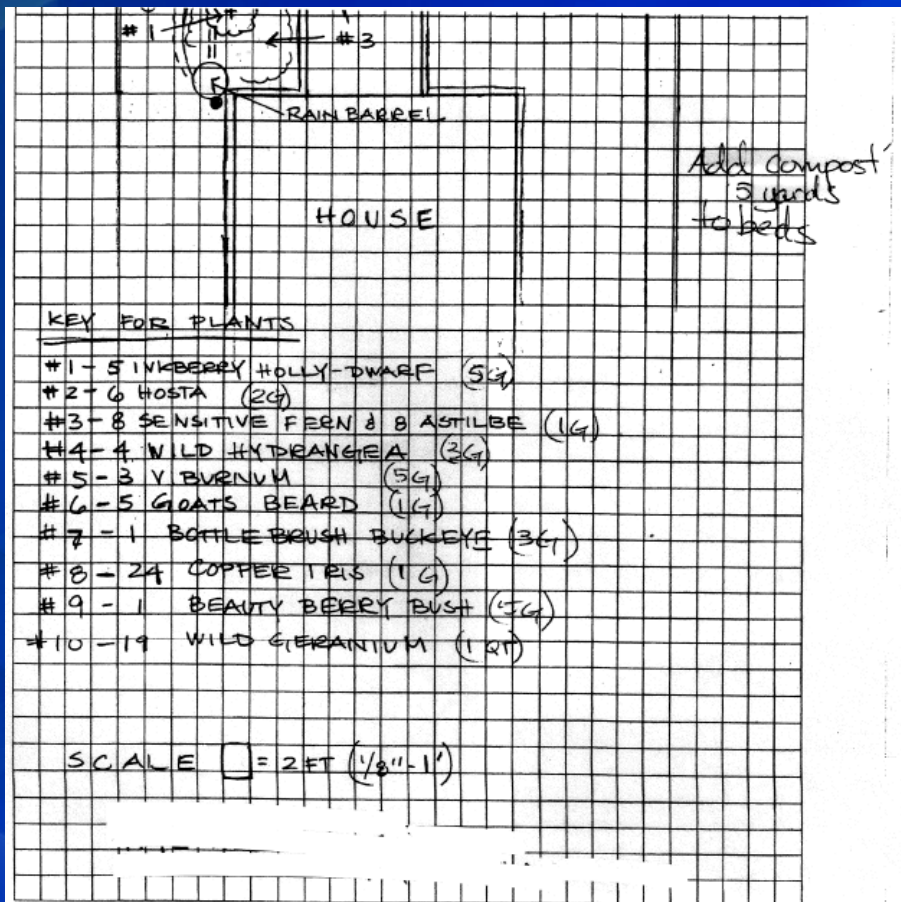
Swale turf grass restoration B slight slope

After bioswale and tr A there will be a halt in (rainscape) within an area I would consider minor after all previous intake. But down a little further course there is a slight slope that bring water into course, this is where on course I will tackle some intake of water, with a turfgrass restored area. This area will be amended with some mulch and compost and planted with cool standout absorption plants such as old field goldenrod, phlox paniculata, squaw weed, and spiderwort.

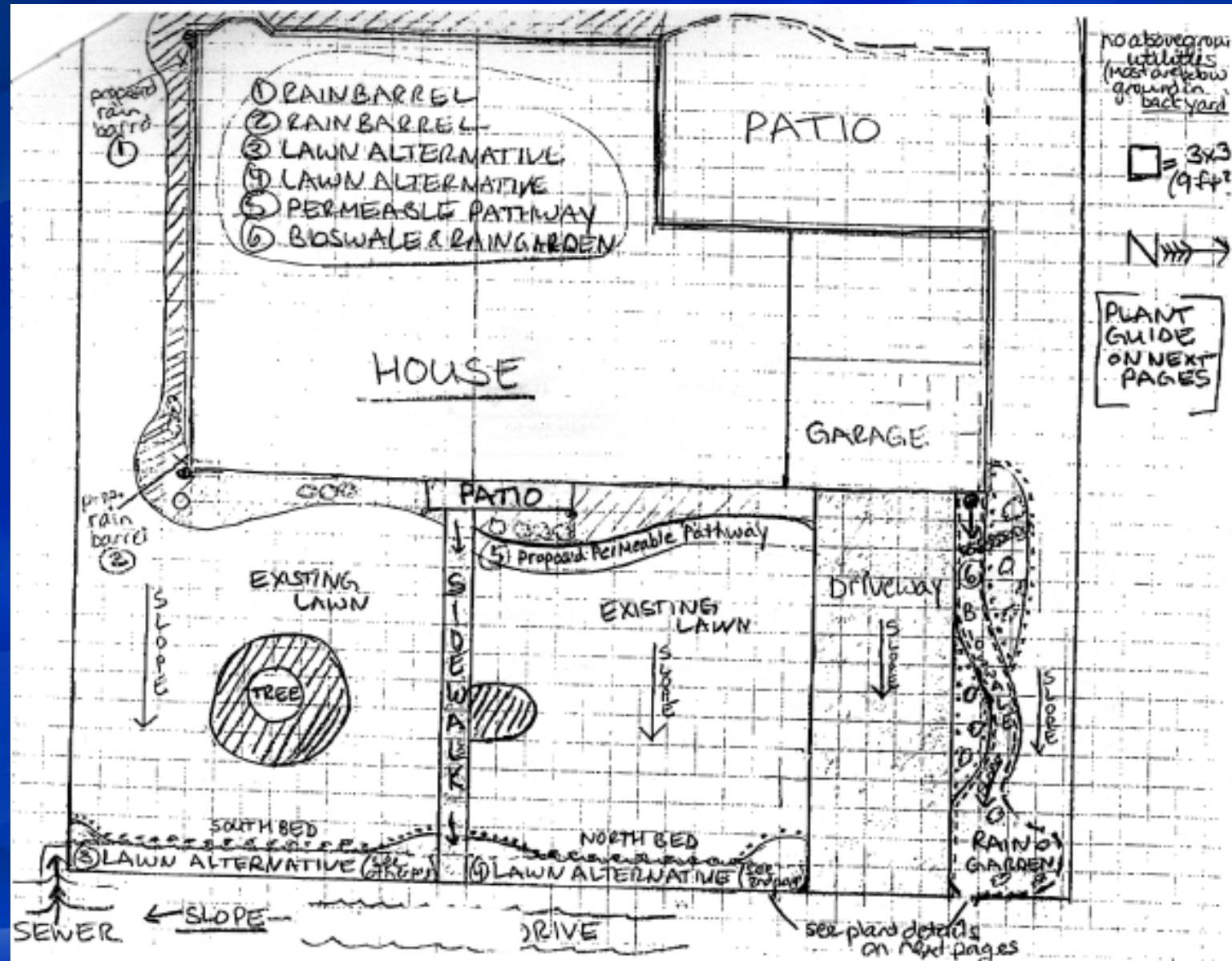
Turfgrass restoration and slope

At this point a lot of areas within course have been tackled with gardens, swales, rain garden. At end of course and last stop before hitting the road from a slope I want to create a shrubby blockade absorbency area to keep any water from continuing on I finely arranged planting of hazelnut, callicarpa, ninebark, golden currant, wild hydrangea, viburnum, witch hazel, glossy buckthorn, and a perennial aralia racemosa.

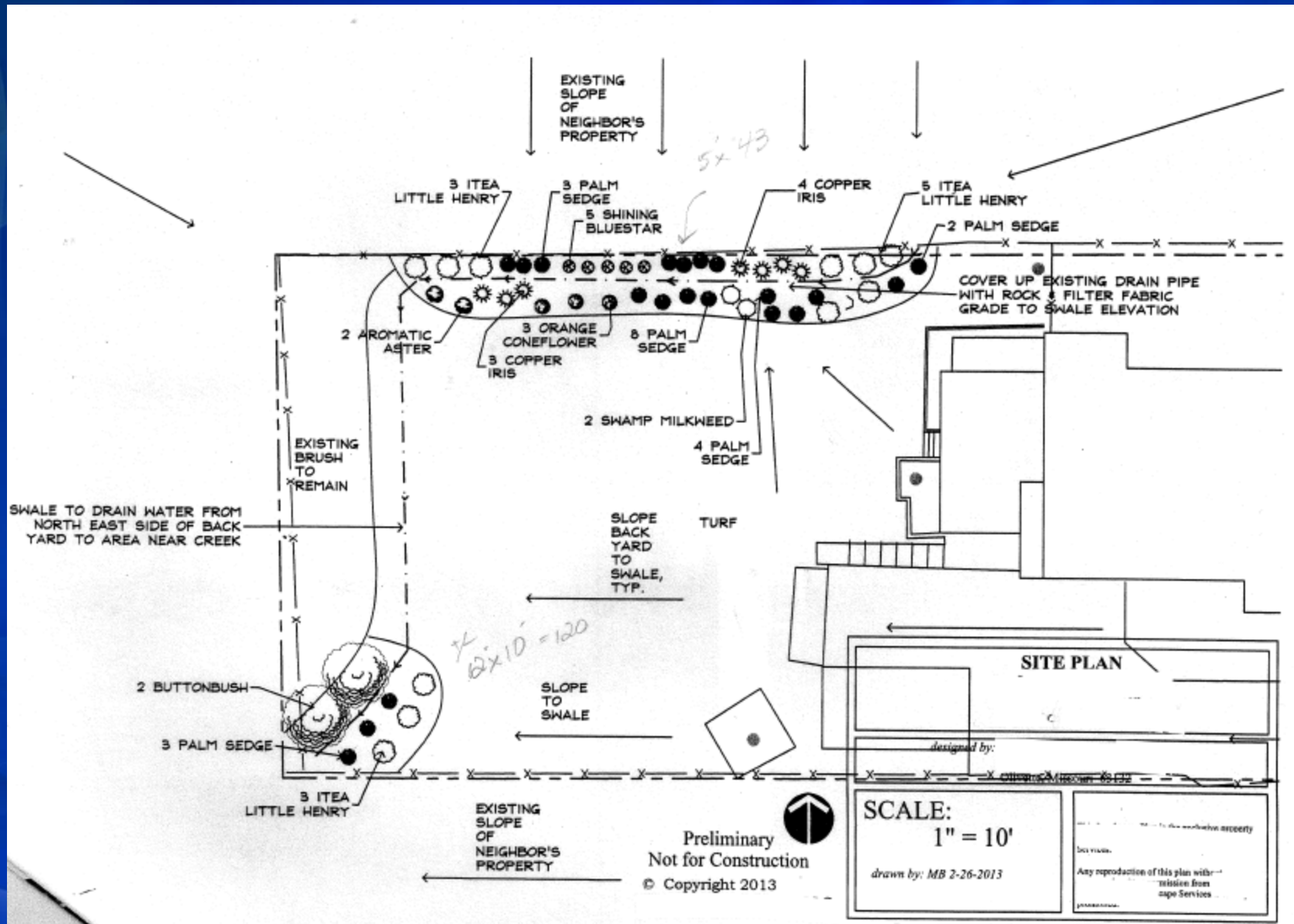
Landscape Plan - Good



Landscape Plan - Good



Landscape Plan - Good



Landscape Plan Best

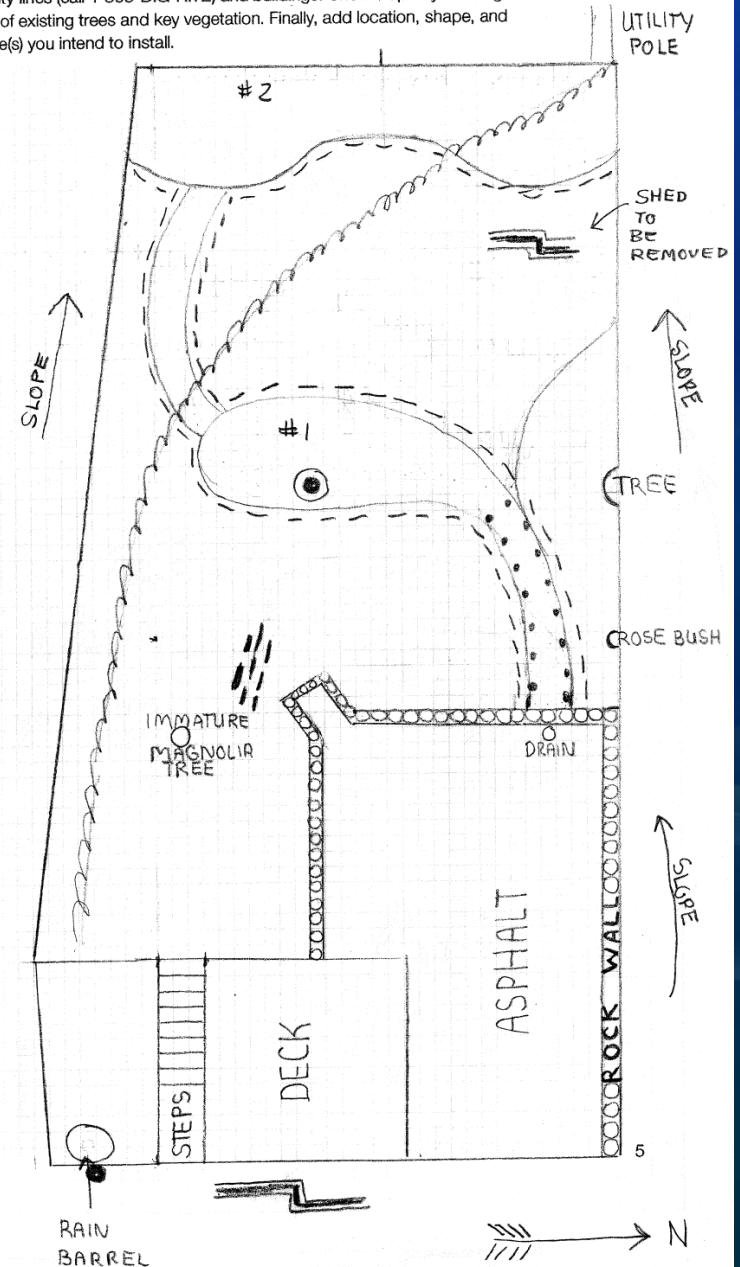
Includes an
overview
map AND...

Use the graph paper below

to map your site including existing utility lines (call 1-800-DIG-RITE) and buildings. Show slope by drawing arrows that point downhill. Indicate positions of existing trees and key vegetation. Finally, add location, shape, and dimensions of the RainScaping feature(s) you intend to install.

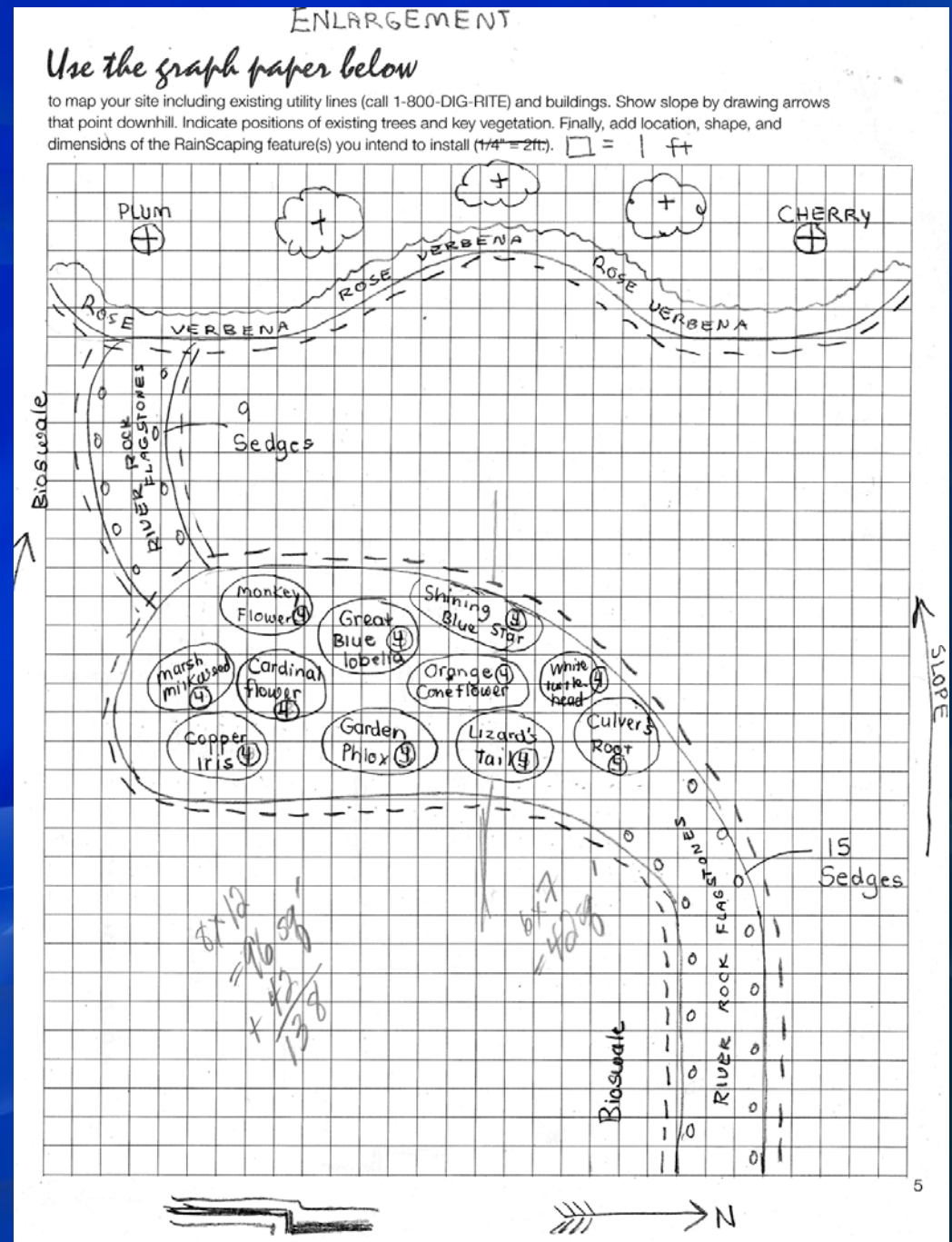
Please
see
enlargement
for rain gardens
#1 & #2.

□ = 1 FOOT



Landscape Plan Best

... a close-up
design of
individual
feature(s)



Photos - Good

Current condition photos, construction to begin in 30 days or less



View looking South from North corner of Dr. to 1 red taped tree to be removed, yellow stake top of new modular block wall. All trees and invasive honeysuckle to be removed to left of red line, which is new wall line.



View looking North from towards items to be cleared to right of red line.

Photos - Good

⑥

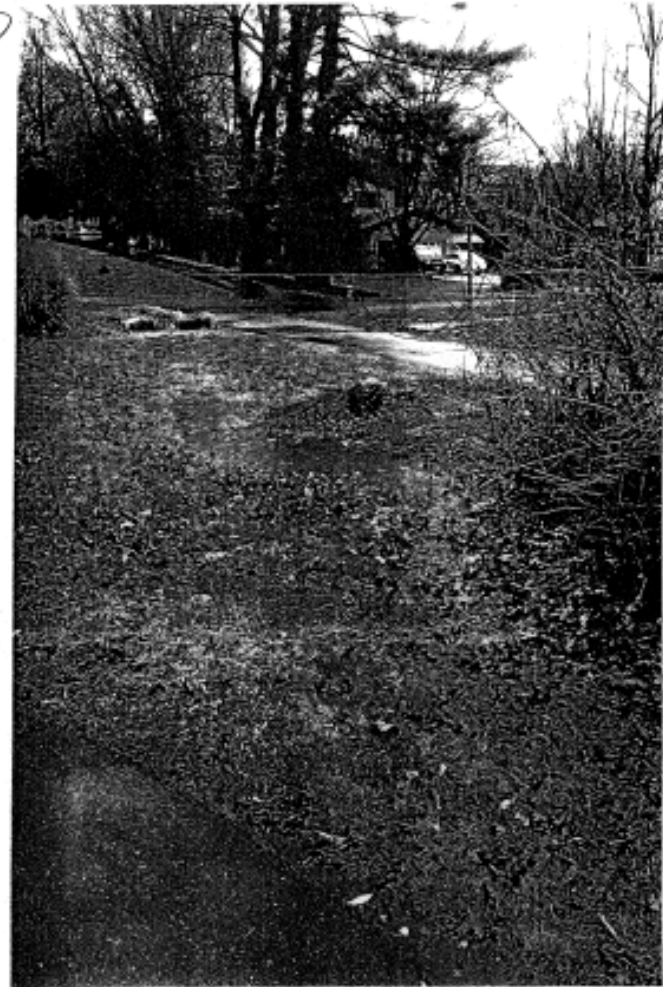


PHOTO SHOWING SAME CLAW AS PHOTO E -
THIS PHOTO FROM SAME SPRING 2013 RAIN AS
PHOTOS B + L.

(landowner
name & address)

Photos – Need Improvement



No label
No indication of types of
feature or feature
location(s)

20H
1

Photos – Needs Improvement



- *No label
- * Shows that landscaping going into a pre-existing landscape

Completion Form - Good

Creek Watershed Alliance
Project of MISSOURI Botanical Garden

Landowner: _____ Address: _____

Amount Awarded: \$2,000

Final Project Detail

Complete the form below for **each** rainscaping feature included in your original design. This form **MUST** accompany Project Completion Form.

Feature Description & Estimated Size in Original Design (i.e. 100 sq. ft. rain garden, 2, 55-gallon rain barrels etc.)	If a Plant-Based Feature: Plant List & Number of Plants in Original Design (attach a separate sheet if necessary)	If a Plant-Based Feature: Plant List & Number of Plants in Final Design (attach a separate sheet if necessary)	Comments: Is final design the same or different from the initial design? NOTE: Plant alternatives must be "like" plants (i.e. a native plant substituted for a native plant). Significant changes in plant(s) or sizes MUST be pre-approved with RainScaping Committee before implementation. If significant changes have occurred, please attach a copy of approval notice/email for that change with this form. (attach a separate sheet if necessary)
Feature #1 10 RAIN GARDEN	SEE ATTACHED 7.15.2013 DRAWINGS + PLANT LISTING OF APPLICATION TOTALING 112 PLANTS.	PLANTED 2 MORE 'GOATS BEARD' PLANTS TOTALING 114 PLANTS IN FINAL SEE PHOTO 'AA' ALSO SEE ALL PHOTOS 'A-X'	ONLY 2 SMALL CHANGES TO INITIAL DESIGN #1 WAS 2 MORE 'GOATS BEARD' PLANTS PLANTED. SEE PHOTO FOR MORE INFORMATION. #2 MULCH PATHWAY FROM GASEWALE BEING EXIST INTO LAWN, NOT DRIVEWAY ON SOUTH SIDE. NO CHANGE IN PLANTS, SIZES, APPLICATIONS OR DESIGN. DECORATIVE STONES + WIDER STEPPING STONES ADDED FOR FUNCTIONALITY + AESTHETICS - OTHERWISE THE SAME. ALL MATERIAL / GRAVEL INSTALLED TO SPECIFICATION ON APPLICATION - DEPTH AS WELL.
Feature #2 BIOSWALE	NO VEGETATION IN SITE. SEE DRAWING + APPLICATION	SEE PHOTOS OF BIOSWALE	
Feature #3 RAIN BARRELS + INVASIVES REMOVED	NONE	NONE	INVASIVE HONEYSUCKLE + ORNAMENTAL GRASSES, EILONIMAXS GROUND COVER REMOVED ALONG DRIVE - TUFF GRASS REMOVED IN FEATURES #2 SITES. RAIN BARREL

① RAIN GARDEN PLANTS PLANTED (over):
9.5.13 SEPTEMBER 24, 2013.

Page 4 of 5

Receipts - Good

- Includes date
- Includes vendor name
- Includes landowner name
- Detailed listing of what was purchased, amount and cost
- Receipt showing payment is attached

INVOICE

(Vendor)

Bill to: (Landowner)

Ship to:

Invoice Date	Invoice#
05/28/13	1103756 1

Customer#	P.O. Number	Sales Code	Terms of Sale	Require Date	Order Date	Shipping Method
		20	2% 10 DAYS NET 10TH PROR	05/28/13	05/28/13	2 CPU

Special Instructions:

Qty	Ord	Qty	Shp	Qty	BA	Unit	Product Code / Description	Price/PU	PU	Extension	Tx
1		1				EA	98766 / TERRA COTTA RAIN BARREL	187.49	EA	187.49	Y

MC

TERMINAL ID: 111
RECORD ID: 4170005440

MASTERCARD
0000000000000000
SALE
DATE: 06/02
Haw 28, 13
POS: 0000000000000000
AUTH: 028995

TOTAL: 200.47

CUSTOMER COPY

MONTH TOTAL:	0.00
TAXABLE TOTAL:	187.49
FREIGHT CHARGE:	0.00
LABOR CHARGE:	0.00
SALES TAX:	12.98
TOTAL INVOICE:	200.47

Comments:
PLEASE REMIT CHECK PAYABLE TO

A 1% PER MONTH (12% ANNUAL) SERVICE CHARGE WILL BE ADDED TO INVOICES OVER 60 DAYS OLD. YOU WILL BE RESPONSIBLE FOR THE COST OF COLLECTION INCLUDING BUT NOT LIMITED TO FILING FEES, SERVICE FEES, AND REASONABLE ATTORNEY FEES.

Receipts - Good

- Includes date
- Includes vendor name
- Includes landowner name
- Detailed listing of what was purchased, amount and cost
- Installation included in line items (preferable if include more details such as hourly rate, # of hours, dates work completed etc.)
- Receipt marked showing that landowner paid

(Vendor)


Web Site

(Landowner)

Invoice

Date	Invoice #
6/8/2013	4416T

P.O. No.



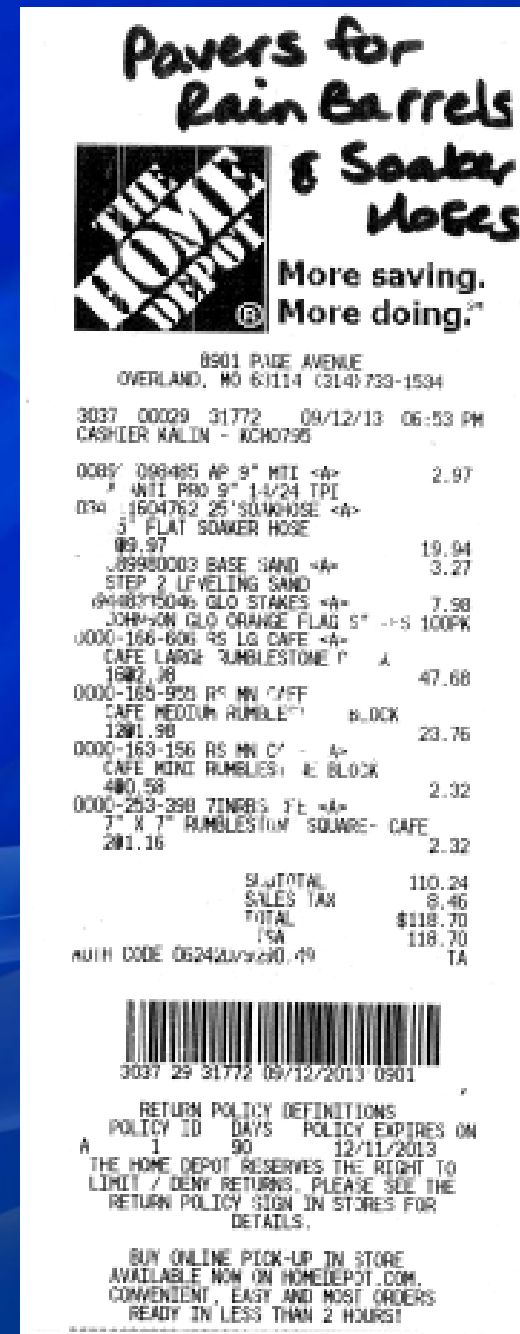
Description	Rate	Serviced	Qty	Amount
15 gal. Ilex opaca 'Greenleaf' (American Holly)	142.00		6	852.00T
3 gal. Aesculus pavia (Red Buckeye)	30.00		1	30.00T
3 gal. Cornus alternifolia (Pagoda Dogwood)	24.00		1	24.00T
3 gal. Amelanchier alnifolia Tree Form (Serviceberry)	20.00		3	60.00T
5 gal. Asimina triloba (Paw Paw)	48.00		3	144.00T
3 gal. Chionanthus virginicus (FringeTree)	24.00		1	24.00T
3 gal. Itea virginica (Virginia Sweetspire)	20.00		11	220.00T
3 gal. Spirea tomentosa (Hardhack Spirea)	20.00		5	100.00T
3 gal. Symphoricarpos orbiculatus (Coral Berry)	18.00		7	126.00T
5 gal Ilex verticillata 'Winter Red' (Winterberry Holly)	30.00		7	210.00T
5 gal. Ilex verticillata 'Southern Gentleman' (Male Winterberry)	20.00		1	20.00T
3 gal. Hydrangea arborescens (Smooth Hydrangea)	10.00		1	10.00T
1 gal. Amsonia hubrichtii (Narrow-leaf Blue Star)	20.00		6	120.00T
1 gal. Callicarpa americana (Beautyberry)	9.00		10	90.00T
yard Oak Bark Mulch	10.00		7	70.00T
1 gal. Roundup QuikPro	25.00		12	312.00T
Installation	1,300.00		10	100.00T
				1,300.00

Subtotal	\$3,812.00
Sales Tax (6.925%)	\$173.96
Total	\$3,985.96
Balance Due	\$0.00

Phone #	Fax #	E-mail

Receipts - Good

- Includes date
- Detailed list of what was purchased and costs
- Shows landowner paid
- Landowner labeled what receipt was for
- COULD add a number to label this copy to coincide with listing in budget summary
- IF PAY SOMETHING WITH CHECK – prefer that copy of cancelled check also included



Receipts – Need Improvement

(Landowner's 1st name)

15 cardinal	@ x \$2.00	30
15 juncos edge	@ \$2.00	30
8 Golden Alex	@ \$2.00	16
5 Be Pye	@ \$2.00	10
		<u>\$76.00</u>

- No vendor name
- Only includes landowner's first name
- No date
- Vague listing of items purchased
- Nothing denoting that landowner paid

Better...but,

- No individual pricing for items
- Ideally should be on a form

5/10/13

Received from (Landowner) \$76

for 10 Joe Pye Weed
5 Red-bellied Goldenrod
4 Soft Rush

(Vendor name)

Dates to Remember

- Optional Landowner Orientations
 - Thursday, January 9
 - Saturday, January 11
- Applications Due
 - Wednesday, February 12
- Applicants Notified
 - Friday, March 15

The Basics of Rainscaping

Rainscaping Cost Comparisons

Thank you!!

Additional Questions?