



## Conservation Landscaping Rebate Instructions and Design Guidelines Rockville RainScapes Rewards Program

The City of Rockville offers a rebate of \$6 per square foot (with soil improvement) or \$5 per square foot (without soil improvement) for a minimum of 250 square feet. The rebate amount cannot exceed documented costs. Eligible properties can receive a lifetime total of \$5,000 in RainScapes rebates. You must apply prior to installing the landscape and retain and submit itemized receipts and/or final invoices for all project costs.

### Eligibility

- ✓ Projects must be installed at a private single-family residence, homeowners' association, condominium association, housing cooperative or other non-profit property located in the City of Rockville.
- ✓ Projects will **not** qualify for rebates if they are partially or completely finished before approval.
- ✓ Projects are **not** eligible if they are associated with permit approval requirements for new building construction, additions, or renovations.
- ✓ Applicants are responsible for obtaining any required HOA approvals, permits or other permissions related to their project.
- ✓ All requirements must be met as outlined in this document and in the approved application. All decisions are final and are at the sole discretion of the City of Rockville.

### Application Process and Requirements

- 1. Review requirements and submit your application.**  
Review all requirements and *Design Guidelines* below. Then, complete the online application found at <https://cbtrust.org/grants/rockville-rainscapes-rebate/>. Have photos of the project area(s), approval letters, and other documentation ready to upload. *Please allow at least 14 business days for application processing.*
- 2. Receive application approval and sign Property Owner Agreement.**  
Wait to receive approval from the RainScapes Coordinator before purchasing or installing the project. After application approval, a Property Owner Agreement will be sent to you for signature.
- 3. Begin and complete your project.**  
Projects must be completed within 12 months of approval. Make sure the project meets the *Design Guidelines* and that all HOA approvals, permits, or other permissions are obtained. You must retain and submit itemized receipts and/or final paid invoices (showing a zero balance) for all project costs.
- 4. Final inspection/approval.**  
Once the project is complete, upload all related receipts, final invoices, and photos of the completed project to <https://www.grantrequest.com/Login.aspx?ReturnUrl=%2faccountmanager.aspx%3fSA%3dAM%26sid%3d1520&SA=AM&sid=1520>. A site visit may be scheduled within 14 business days. At the final inspection, installation of the project will be verified, and the project area will be photographed.
- 5. Receive reimbursement check.**  
If all requirements are met, the rebate will be approved, and a check will be issued by the Chesapeake Bay Trust within two to three weeks.



## Conservation Landscaping Design Guidelines Issue Date 7/2025

*\*\* These guidelines and criteria will be periodically updated to ensure currency with the latest technical information and best practices – please verify that you have the latest version. \*\**

Written approval from the RainScapes Coordinator is required before you begin installation or construction. Projects installed before approval will not qualify for rebates.

### Design Guidelines

- Project area must not be in a right-of-way or easement area. Call 1-800-MISS-UTILITY (1-800-257-7777) before you dig!
- Minimum size: 250 square feet.
- $\frac{3}{4}$  of the plants must be [native plants](#) or cultivars to the Chesapeake Bay watershed.
- Plan must **not** include any non-native invasive species.
- Mulch layer of 3 to 4 inches to inhibit weed growth, prevent soil loss, and retain moisture. No plastic sheeting (impermeable weed barrier) will be permitted.
- Soil Improvement Guidelines
  1. Loosen the soil to a depth of 9-12 inches with a tiller, rake, or shovel.
    - If tree roots are present in the project area, loosening soil with a tiller is not recommended as this may damage roots.
  2. Add 2 inches of compost to the soil.
  3. Mix compost into the soil using the tiller, rake, or shovel.

### Documentation Requirements:

To complete the application process, you will need to complete and submit the following:

#### Pre-Installation:

- A plant list that includes plant species, sizes, and quantities.
- A diagram of the planting area showing plant spacing and density.
- Photos of the project site (up to five).
- If applying as a homeowner within an HOA, condominium association, or non-profit, you will need to upload a project approval letter from your organization's board.
- If applying as a renter, you will need to upload a project approval letter from the property owner.
- Sign and submit the Property Owner Agreement.

#### Post-Installation:

- Submit itemized receipts (tax will be subtracted).
- Schedule and pass final inspection.

### Additional Resources:

- My Green Montgomery Create a Conservation Landscape: <https://mygreenmontgomery.org/project/create-a-conservation-landscape/>
- U.S. Fish and Wildlife Service - Native Plants for Wildlife Habitat and Conservation Landscaping, Chesapeake Bay Watershed: <https://dnr.maryland.gov/criticalarea/Documents/chesapeake natives.pdf>
- Chesapeake Conservation Landscaping Council: <http://www.chesapeakelandscape.org/>