



Green Roof Rebate Instructions and Design Guidelines

Rockville RainScapes Rebate Program

The City of Rockville offers a rebate for the installation of a green roof at the rate of \$9 per square foot. Minimum area required is 100 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 installation 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.



Green Roof 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.

Green Roof Requirements

- **Minimum Size:**
 - 100 square feet
- **Location Requirements:**
 - On private property.
 - On a structurally sound roof that is certified as safe by a structural engineer.
 - On an existing roof.
- **Design/Installation:**
 - Planting plan with graphic scale must be submitted and approved.
 - 4" depth pre-approved planting media not to exceed 28 lbs. per square foot when saturated, or approved roof load per structural engineer's report.
 - Rooftop is adequately waterproofed before green roof installation.
 - Installer must have previous experience installing green roofs and be approved by RainScapes staff.
 - Minimum 2-year workmanship warranty from the installer.
 - Green roof components have a minimum 5-year manufacturer's warranty.
 - Pass preliminary inspection for site suitability.

Green Roof Documentation Requirements

To complete the application, you will need the following documents read to upload:

- Structural analysis report from a licensed structural engineer which indicates that the proposed roof area can carry the load of the proposed green roof retrofit.
- A plant list that includes plant species, sizes, and quantities.
- Planting plan with graphic scale showing plant quantities and locations.
- Photos of the project site (up to 10).
- If applying as 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.
- Submit itemized receipts (tax will be subtracted).
- Electronically sign and submit the Property Owner Agreement
- Schedule and pass final inspection.

Green Roof Resources

- [Landscaping with Native Plants \(Maryland Native Plant Society\)](#)
- [RainScapes Landscape Professionals List \(Montgomery County\)](#)
- [Chesapeake Bay Landscape Professionals List](#)