

# Virginia Conservation Assistance Program

Funded through the Virginia Association of Soil & Water Conservation Districts  
Administered in Fredericksburg, King George, Spotsylvania, and Stafford by Tri-County/City Soil & Water Conservation District

## Site Visit Request Form

Please complete and submit this form by May 15, 2020 to request a Virginia Conservation Assistance Program (VCAP) site visit. Site visits are conducted by Tri-County/City Soil & Water Conservation District staff to determine eligibility for VCAP funding for any of the 12 conservation projects covered by VCAP. Once a site is determined to be eligible, individuals are invited to develop a project plan and application for VCAP funding. For more information, please visit [vaswcd.org/vcap](http://vaswcd.org/vcap).

### CONTACT INFORMATION

\* Red asterisks indicate required fields. Please be sure to complete all required fields. Thank you.

\* Applicant: \_\_\_\_\_

\* Phone: \_\_\_\_\_ \* Street address: \_\_\_\_\_


\* Email: \_\_\_\_\_ \* City, state, zip-code: \_\_\_\_\_

Property owner (if different from applicant): \_\_\_\_\_

\* Locality (This may be different than mailing address.)

City of Fredericksburg     King George County     Spotsylvania County     Stafford County

### SITE INFORMATION

 Please include any supporting photos/video of site issues when submitting your request. This will allow staff to better prepare for your site visit.

\* 1. The site has the following issues (check all that apply):

- Bare soil, no vegetation
- Basement moisture/flooding
- Erosion
- Excessive flow during rain events
- Standing/pooling water
- Turf runoff/compacted soil

Other (please specify below):

\* 2. For each issue below, pick the option that best describes the site.

\* A. Erosion (Choose one.)

- Poor - Large gullies in the soil over 2 inches; muddy runoff
- Fair - Few rills/gullies in the soil up to 2 inches; colored runoff
- Good - No rills/gullies in the soil; clear runoff

\* B. Vegetative cover (Choose one.)

- Poor - Problems with growth and little ground cover (density < 75%)
- Fair - Fair growth and ground cover problems in spots (density < 90%)
- Good - Good growth and cover (density > 90%)

\* C. Impervious runoff (Choose one.)

- Poor - Water ponds for a long time (> 24 hours); soil is wet; runoff is connected to pipe or channel
- Fair - Water ponds < 24 hours; moist soil; 40-foot setback from pipe or channel
- Good - No ponding; soil not wet; site has a 100-foot setback from pipe or channel

\* D. Turf runoff (Choose one.)

- Poor - Wire flag: breaks/bends when inserted in ground; probe/shovel: hard to push deeper than 1 inch; runoff flows to pipe or channel
- Fair - Wire flag: hard to push into ground; probe/shovel: easy to dig 2 inches; site has a 40-foot setback from pipe or channel
- Good - Wire flag/probe/shovel: easy to push to twice depth of topsoil; site has a 100-foot setback from pipe or channel

**Easements** are a legal right granted by a property owner to allow a specific use on their property by another entity or by the public. A common example is an easement allowing a neighbor's driveway to cross your property. You agree not only to allow that use but also to not block or obstruct it. The area of the property affected by the easement where the driveway crosses is still owned by you. The easement remains in effect even if you sell the property to subsequent owners. It is not uncommon for people to purchase a property without realizing an easement exists on the property.

Drainage easements are common, especially in subdivisions. These are often public easements designed and granted for the public good when the property was originally developed. They grant the right for public stormwater to flow across a property without obstruction, either in a drainageway above ground or below ground in pipes. The existence of the easement commits the property owner to maintaining the area to prevent obstructing the flow of stormwater across the area of the easement. That can include clearing the area of vegetation, leaves, or debris; not installing fences or other structures in that area; or even repairing blocked or failing underground pipes.

Easements are generally recorded in the public land records, often marked on the property's plat or survey. Public land records are stored at the local circuit court. Some circuit courts provide online access.

**\*3. Are there any known easement(s) on the site?**     Yes    No    Not sure

If yes, please specify: \_\_\_\_\_

**\*4. How is stormwater runoff currently managed on site?**

**5. Are you interested in a specific type of project? Check all that apply.** (More info: <http://vaswcd.org/vcap>)

- |  |  |
|--|--|
| <input type="checkbox"/> Impervious Surface Removal                | <input type="checkbox"/> Constructed Wetland                         |
| <input type="checkbox"/> Conservation Landscaping- Meadows         | <input type="checkbox"/> Vegetated Stormwater Conveyances- Wet Swale |
| <input type="checkbox"/> Conservation Landscaping- Tree Planting   | <input type="checkbox"/> Vegetated Stormwater Conveyances- Dry Swale |
| <input type="checkbox"/> Conservation Landscaping- Mulched Beds    | <input type="checkbox"/> Vegetated Stormwater Conveyances- Step Pool |
| <input type="checkbox"/> Conservation Landscaping- Filter Strips   | <input type="checkbox"/> Bioretention                                |
| <input type="checkbox"/> Conservation Landscaping- Riparian Buffer | <input type="checkbox"/> Infiltration                                |
| <input type="checkbox"/> Rain Garden                               | <input type="checkbox"/> Permeable Pavement                          |
| <input type="checkbox"/> Dry Well                                  | <input type="checkbox"/> Green Roof                                  |
| <input type="checkbox"/> Rainwater Harvesting Cistern              | <input type="checkbox"/> Living Shoreline                            |

**6. When are you hoping to install this project?** \_\_\_\_\_

**7. Will this project be used as a demonstration site or done in cooperation with another group?**

(For example: Master Gardeners or Naturalists, Girl/Boy Scouts, non-profit, school, city/county agency):    Yes    No

If so, please specify: \_\_\_\_\_

**8. Would you consider participating as a demonstration site in a stormwater management or native planting tour if your project is approved?**    Yes    No    Maybe

**9. Has a staff member from TCCSWCD been out to your property before?**    Yes    No

If so, when approximately? \_\_\_\_\_

## **ACKNOWLEDGEMENTS** PLEASE READ THE FOLLOWING CAREFULLY.

Please read each statement below regarding the Virginia Conservation Assistance Program (VCAP) and type your initials by each to acknowledge your understanding. Feel free to contact TCCSWCD staff with questions.

- \*1. \_\_\_\_\_ The goal of the Virginia Conservation Assistance Program (VCAP) is improving water quality in our local watersheds and, ultimately, the Chesapeake Bay. This goal guides which projects or practices are eligible for VCAP funding, with priority given to projects correcting drainage and erosion issues by allowing surface water to infiltrate through the soils. Unfortunately, not all drainage and erosion issues can be effectively addressed by such projects.
- \*2. \_\_\_\_\_ An infiltration test conducted by the applicant after a site visit may be required to fully determine if a site is eligible for a VCAP project.
- \*3. \_\_\_\_\_ VCAP is a competitive, grant-based program. Submission of an application does not guarantee funding.
- \*4. \_\_\_\_\_ Previously completed projects are not eligible for VCAP funding. To receive funding, a project application must be submitted and approved prior to start of work. Application approval will be revoked if work on the project was begun before the application is approved.
- \*5. \_\_\_\_\_ VCAP's approach to improving water quality is to improve stormwater management on older, previously developed property. Therefore, sites of recent construction (less than 3 years old) are not eligible for VCAP. For older sites where an addition was constructed within the last three years, VCAP cannot fund a project to treat runoff from that addition.
- \*6. \_\_\_\_\_ Projects to fulfill local, state, or federal stormwater requirements or to correct a violation are not eligible for VCAP. VCAP funding used for such projects must be repaid to VCAP by the applicant.
- \*7. \_\_\_\_\_ Contractor design fees are an eligible cost for VCAP reimbursement. Permit fees and fees charged by contractors for completing VCAP application forms are not eligible for reimbursement and should not be included in a project budget.
- \*8. \_\_\_\_\_ When an application is approved, a fixed amount of funding is allocated for the project based on the budget submitted with the application. With limited exceptions, this is the maximum amount VCAP can reimburse for the project. Costs beyond the approved amount are the applicant's responsibility.
- \*9. \_\_\_\_\_ After an application is approved, any location or design changes should be submitted to TCCSWCD for approval. Location or design changes implemented without TCCSWCD approval may result in withdrawal of project funding.
- \*10. \_\_\_\_\_ VCAP funding is provided on a reimbursement basis after an approved project is completed. VCAP funding is considered taxable income. A 1099-MISC form will be sent to applicants and the IRS for payments of \$600+.
- \*11. \_\_\_\_\_ By accepting VCAP funding, applicants agree to operate and maintain their project in good order for ten years.

By signing my name below, I acknowledge all statements above and agree to abide by all policies set forth by Tri-County/City Soil and Water Conservation District for the Virginia Conservation Assistance Program (VCAP).

\*Typed Name/Signature: \_\_\_\_\_ \*Date: \_\_\_\_\_

**2020 DEADLINE: MAY 15, 2020**

**Submit completed form and accompanying materials to:**

**Email:** [Tricountycity@tccswcd.org](mailto:Tricountycity@tccswcd.org), include "VCAP Site Visit" in the email subject line.

**U.S. post:** TCCSWCD, 4811 Carr Dr., Fredericksburg, VA 22408