



## **2024 Maintenance Grant Application**

### **Overview**

The Ramsey-Washington Metro Watershed District (RWMWD) Stewardship Grant Program provided you with financial assistance to install a best management practice (BMP) on your property. The first two to three years after project installation are critical to making sure your project functions as designed and continues to thrive as intended. RWMWD offers grant funds to assist with that establishment period when the required maintenance is most intense.

### **Purpose**

Maintenance grants may be used by landowners for maintenance of rain gardens, shoreline restorations, habitat restorations, porous pavement and other water quality BMPs.

### **Available funds**

The RWMWD will accept applications year-round as long as funds are available. You are encouraged to apply early in the year to ensure funds remain. Maximum coverage amount is up to 50 percent of annual maintenance costs totaling no more than \$1,500 per year or \$7,500 for up to five years after project installation.

### **Eligible Expenses**

The RWMWD may offer to fund all of or a portion of your application. The initial project must be complete before submitting a maintenance application. Maintenance grants reimburse a portion of your costs for materials and contractor labor. Your application must be approved by RWMWD before starting any work. Maintenance started or completed before the application approval is not eligible for reimbursement. In-kind services are not eligible for reimbursement and are not eligible for matching contributions. This grant is not available for BMPs installed to meet permit requirements except under certain conditions. Reimbursement requests must be submitted to RWMWD by December 1 of each year. Reimbursements are only issued one time per year. A reimbursement request consists of sending copies (electronic PDF submittal preferred) of all paid invoices/receipts to [paige.ahlborg@rwmwd.org](mailto:paige.ahlborg@rwmwd.org). Reimbursements are made within 60 days of submitting a request.

### **Selection Process**

RWMWD staff will review and approve all applications. Complete applications and estimates from prospective contractor(s) can be submitted anytime for review. Allow approximately seven days for review and approval. Staff may request changes to the proposed maintenance plan to better suit the needs of the program.

## Maintenance Grant Application

<b>Applicant Name</b>	
<b>Mailing Address</b>	
<b>City</b>	<b>Zip Code</b>
<b>Phone Number</b>	
<b>Email Address</b>	
<b>Project Address (if different from mailing address)</b>	
<b>City, Zip</b>	
<b>RWMWD Stewardship Grant Application Number or Year Project was Installed</b>	
<b>50% of Estimated Annual Maintenance Cost</b> (\$1,500 annual max)	<b>Total Amount Requested</b> (5 years x 50% of Estimated Annual Maintenance Cost )
<b>If a contractor will be doing the maintenance, provide contact information for your contractor and attach a copy of the contract or cost estimate. You are not required to use the same contractor for the entirety of the grant.</b>	
<b>If you will be doing the work yourself, provide detail of your ongoing maintenance plan.</b>	
<b>Signature of Applicant.</b> I certify the above information is true and accurate.	<b>Date</b>

## **Maintenance Grant F.A.Q.**

### **Who can apply?**

All residents, not-for-profit and religious organizations, businesses, homeowner associations, and public and private schools within the RWMWD who have received funding for a Best Management Practice (BMP) installation. Other requests subject to review and approval by RWMWD staff.

### **Where do I submit the completed application or receipts for reimbursement?**

Via email: (PDFs preferred)  
[paige.ahlborg@rwmwd.org](mailto:paige.ahlborg@rwmwd.org)

Via US Mail:  
Paige Ahlborg  
Ramsey-Washington Metro Watershed District  
2665 Noel Drive  
Little Canada, MN 55117

### **What types of projects are considered for the program?**

Routine maintenance of projects installed through the RWMWD Stewardship Grant Program. This includes rain gardens, infiltration/filtration basins, underground treatment systems, porous pavement, shoreline restoration and habitat restoration.

### **What are considered eligible expenses?**

- Routine maintenance work done by a contractor including weeding, sediment/debris removal, minor erosion repair, mulch and native plant replacement.
- Maintenance materials (primarily mulch and native plant replacements) purchased by the property owner.
- Vacuum cleaning of porous pavement or underground treatment systems.
- Major repairs, tool purchases, and in-kind services are not eligible expenses.
- Contact [Paige.Ahlborg@RWMWD.org](mailto:Paige.Ahlborg@RWMWD.org) if you have questions about eligible expenses.

### **Can I only replant with native plants?**

RWMWD will only fund replacement of native plants, but you can install others on your own if you would like. Staff can provide input on what plants would be suitable for your conditions.

### **What percentage of cost share is offered?**

Up to 50 percent of annual maintenance costs for a maximum annual coverage of \$1,500.

### **How long am I eligible for grant funding?**

Maximum grant period is five years. Unused funds do not carryover to following years.

### **Do I have to do anything after approval?**

Keep copies of all receipts for eligible materials needed to maintain your BMP or copies of paid invoices to the hired contractor. Reimbursement requests can be submitted one time per year by December 1 or when work is complete for the season.

### **Where do I look for a contractor?**

If you hire a contractor to install your project, you may also request a bid for 2-3 years of maintenance. If you are seeking other options, you can download a supplier list on our website at: [rwmwd.org/get-involved/stewardship-grants](http://rwmwd.org/get-involved/stewardship-grants). We recommend getting 2-3 bids before selecting a contractor if you decide to hire someone who did not do the project installation.

### **How do I estimate maintenance costs if I am planning to do the maintenance myself?**

A typical residential rain garden costs about \$300 per year to maintain. Contact RWMWD for assistance on estimating your total cost.