

# GREEN GRANTS

City of Chattanooga  
Water Quality Program



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# Introduction

The City of Chattanooga, through the Water Quality Program (WQP), has created the Green Grants program for property owners who seek to improve water quality and/or go beyond their required Stay-on-Volume (SOV) requirement for a redevelopment or retrofit project. The grant will provide businesses, institutions and other non-single family residential customers funding for the design and construction of green infrastructure (GI) projects on private properties. Examples of GI include, but are not limited to:

- Bioretention
- Pervious Pavement
- Tree Trenches/Boxes
- Green Roofs
- Reduced Impervious Surface
- Capture & Reuse
- Naturalized Basins

Applications will be accepted from September 1st through December 31<sup>st</sup> of each year. Projects will be evaluated based on a variety of criteria detailed in the Program Process Evaluation section. A selection committee comprised of City staff will evaluate applications. Applicants will be notified no later than three months after submission deadline if they will be awarded any grant funding. All funded projects with structural stormwater controls will be required to record an Inspection and Maintenance Agreement with the property. This is a reimbursement grant. The money will be awarded after the project As-built is approved by the City. The successful construction and ongoing maintenance of GI can also provide the property owner/user with annual Water Quality Fee Discounts (WQFD) and/or SOV Credit Coupons. Receiving a Green Grant does not automatically entitle the property to these additional incentives. Please see the City of Chattanooga's Credits and Incentives Manual for additional information about these incentives.

## Objectives

- Increase water quality of Chattanooga's local waterways by focusing efforts on existing sites the currently have little to no water quality/quantity controls.
- Foster community stewardship and enthusiasm for green infrastructure practices.
- Catalyze private interest and spur property owners to invest in green infrastructure retrofits.
- Demonstrate the potential cost effectiveness of green infrastructure over conventional methods.
- Raise awareness for the additional environmental benefits of GI (e.g., better air quality and habitat improvement for wildlife).
- Increase education about the secondary community benefits GI (e.g., job growth, increased property values, health benefits, and increased recreational space).
- Encourage greater use of sustainable development measures for enhancing the environment and neighborhoods in Chattanooga.

## Grant Eligibility & Requirements

The maximum amount of funding is \$100,000. No more than 20% of the allocated grant is eligible to fund the conceptual design and engineering for the project.

- The City will provide \$1/square foot of reduced/eliminated imperviousness for projects that have no SOV.
- The City will provide up to \$15/ft<sup>3</sup> for the installation of SOV beyond the project's required SOV.

## Eligibility

- Any retrofit or redevelopment project on any privately owned commercial, industrial, institutional, or multi-family residential property is eligible to participate in the Green Grants program.
- New development sites are not eligible.
- Properties must be located within the City of Chattanooga limits.
- Government and government-required projects are **not** eligible to participate in the program.

## Requirements

- Redevelopment projects have a baseline SOV of 0.5-1.0" as detailed in Sec. 31-313.5.D.i of City Code. Only the SOV obtained over the baseline is eligible for grant funding.
- Retrofit projects have no SOV baseline requirement. However, to qualify for grant funding a retrofit project must manage a minimum SOV of 0.5" from the contributing drainage area.
- Projects without SOV installation must show the water quality enhancements being proposed and the environmental benefits of said project.
- The applicant is responsible for securing all required permits.
- Property owners are required to record a long-term Inspection and Maintenance Agreement (IMA) with the Deed's Office.
- A detailed Inspection and Maintenance Plan of all of the property's stormwater control measures must be approved by the City and recorded with the IMA.

# Program Process Evaluation

The City of Chattanooga has a heightened stay-on-volume (SOV) requirement within the South Chickamauga Creek Watershed in order to aid in the protection of habitat for the state threatened Chickamauga Crayfish and federally listed Snail Darter. In addition there is a siltation Total Maximum Daily Load (TMDL) for South Chickamauga Creek which defines the allowable amount of sediment into the creek and assigns a percentage decrease of sediment for the City to achieve. Increased infiltration from GI can naturally feed streams during base flow conditions through the recharged groundwater. Therefore, projects within the South Chickamauga Creek Watershed are ranked at a higher scale than other applications submitted from other watersheds.

Projects will be evaluated based on the information provided in the Green Grants Application (see Appendix A). The WQP review committee will evaluate proposals and assign grants. The following steps shall be followed.

1. Applicant prepares the application with all supporting documents and submits to the City Of Chattanooga WQP at ChattanoogaWQ@chattanooga.gov. Included with the application must be the following:

- a. Conceptual Site Plan – shall include:
    - i. Location map
    - ii. Location of GI and/or areas for preservation/restoration
    - iii. Direction of flow
    - iv. Labeled features
    - v. Important features of the property (e.g., limiting conditions)
    - vi. Existing trees and stormwater infrastructure
  - b. Maintenance schedule for proposed stormwater control measure/s
  - c. Proposed Budget (including design cost)
2. WQP staff will review application and request additional information as necessary.
  3. WQP staff will perform a site inspection using the Green Grants Scorecard (see Appendix B).
  4. WQP will make an offer of *estimated* financial contribution for the project. Final contributions are determined based on actual SOV managed, square footage of impervious area removed, and/or environmental enhancements achieved.
  5. Applicant must follow the steps for the Land Development Office’s (LDO) 3-phase project development process outlined in chapter 4 of the RMG. Each phase – concept, preliminary, and final – require City review and approval.
  6. Applicant obtains all necessary permits for the project.
  7. Project is constructed and AsBUILTs are submitted for LDO approval.
  8. Upon AsBuilt approval, the reimbursement will be issued.
  9. Applicant can choose to apply for WQFDs or Credit Coupons.

## Resources

Resource Rain: Rainwater Management Guide

<http://www.chattanooga.gov/resourcerain>

US Environmental Protection Agency: Green Infrastructure Defined

<http://water.epa.gov/infrastructure/greeninfrastructure/index.cfm>

City of Chattanooga Credits and Incentives Manual

[http://www.chattanooga.gov/images/citymedia/publicworks/CIM\\_Final\\_3-3-15\\_forms\\_added.pdf](http://www.chattanooga.gov/images/citymedia/publicworks/CIM_Final_3-3-15_forms_added.pdf)

# Appendix A

Application Form



# City Of Chattanooga

## Public Works - Water Quality Program

### 2016 GREEN GRANTS APPLICATION

Grant applications must be submitted electronically to [ChattanoogaWQ@chattanooga.gov](mailto:ChattanoogaWQ@chattanooga.gov) with the subject field "Green Grants Application". The email must be less than 10 MB (megabytes).

**Applications will be accepted from Sept. 1 – Dec. 31 each year.**

Applicant Name:		
E-mail:	Phone:	
Mailing Address:		
City	State	Zip
Property Owner Name (if different than applicant):		
Property Owner E-mail:	Phone:	
Site Address:	Parcel #	
Watershed:		
Total Grant Request: \$	Percent of Total Budget:	

- **Which of the following describes your project?**
  - RETROFIT       SOV
  - REDEVELOPMENT       Non-SOV
  
- **Which of the following best describes your site/organization?**
  - NON-PROFIT ORGANIZATION OR ASSOCIATION
  - COMMUNITY GROUP
  - INDIVIDUAL
  - COMMERCIAL BUSINESS
  - INDUSTRIAL
  - INSTITUTIONAL
  
- **Additional required information:**
  - CONCEPTUAL SITE PLAN
  - LONG-TERM MAINTENANCE SCHEDULE
  - PROPOSED BUDGET (including engineering & design costs)

## PROJECT NARRATIVE

Answer the following questions using additional pages (**3 page max**).

1. Briefly explain the project's pre-development conditions and current land usage.
2. Explain the project's planned post-development conditions and land usage. This narrative should be clearly illustrated on the conceptual site plan.
3. Describe the project objectives in light of improving the environment and local community. How will these objectives be met?
4. Outline the scope of work, being sure to include a project timeline. Note any in-kind contributions and planned monitoring efforts.
5. Does the project include partners? If so, describe the role of each.
6. Explain how the project will include community participation and education and indicate by what means (e.g., community events, press releases, project signage, presentations, etc.).
7. How will this build support for local water quality efforts?
8. Define project success and how it will be measured for both the immediate benefits and long-term goals.
9. Why is this project important to do now?
10. Explain how the project will utilize new and innovative technologies or methods?

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **Appendix B**

## Green Grants Scorecard

## Green Grants Evaluation Scorecard

Project Title: \_\_\_\_\_

Score based on a scale of 1 to 5 with 1 “not meeting objectives” and 5 “meeting all objectives”. Use the space provided to comment on how you decided on each score.

1. Does this project meet the requirements of the program and has the applicant submitted all the required documentation? Score: \_\_\_\_\_
2. Are the objectives clear from the project narrative? Are they achievable? Score: \_\_\_\_\_
3. Does the conceptual site plan thoroughly illustrate the project narrative? Score: \_\_\_\_\_
4. Does it offer public accessibility or have high visibility? Score: \_\_\_\_\_
5. Does the project have SOV and/or does it have additional WQ benefits? Score: \_\_\_\_\_
6. Has the applicant secured community support and/or additional partners? Score: \_\_\_\_\_
7. Are there outreach and education components and are they practical? Score: \_\_\_\_\_
8. Is the timeline acceptable? Score: \_\_\_\_\_
9. Is the project cost-effective? Does the proposed budget make sense? Score: \_\_\_\_\_
10. Is the maintenance plan comprehensive and reasonable? Score: \_\_\_\_\_

Total Score: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Date: \_\_\_\_\_

# **Appendix C**

## Frequently Asked Questions

## Frequently Asked Questions

1. Are non-profits eligible?
  - a. Yes
2. Can a non-profit apply for a Green Grant on government owned property (e.g., public park)?
  - a. No. Governmental projects are not eligible no matter who applies.
3. Can entities holding a long-term lease on a City property apply for a Green Grant?
  - a. Such situations will be evaluated on a case-by-case basis. The applicant is encouraged to contact the City directly prior to applying.
4. Are private schools eligible?
  - a. Yes
5. Are mixed-used development projects eligible?
  - a. Yes.
6. Are single family residential (SFR) developments eligible?
  - a. No. The long term operation and maintenance of stormwater control structures is a difficult responsibility to place on single family residential customers. In addition, residential property owners are billed a flat rate for the water quality fee (\$115.20/yr) and do not have their impervious area measured; therefore, they are currently not eligible to receive Water Quality Fee Discounts or Credit Coupons. In addition, SFR properties are not required to comply with the City's SOV requirements unless they are part of a larger common plan of development in which the entire site (i.e., subdivision) would be required to comply with the standards. This is typically done on community lots owned by an entity.
7. Are condominiums/multi-family residential developments eligible?
  - a. Yes. Apartments and condo units are built with the same requirements for water quality and water quantity as are other non-residential sites (e.g., commercial, industrial, etc.).
8. Can an applicant apply for a Green Grant on a substantial renovation project that involves more than just stormwater?
  - a. Yes. However, only the stormwater component of the project may be awarded a grant and therefore, cost estimates must be itemized in the application.
9. What is the difference between a 'redevelopment' and a 'retrofit' project?
  - a. The following definitions are from City Code Section 31-302.
    - i. "Redevelopment" means the alteration of developed land that result in land disturbance. The term is not intended to include such activities as exterior remodeling, which would not be expected to cause adverse stormwater quality impacts.
    - ii. "Retrofit" is the voluntary expansion, modification, or other upgrading of existing stormwater management strategies to increase groundwater recharge, promote stormwater reuse, promote runoff reduction, and/or

improve water quality.

10. What are concept design drawings?
  - a. A concept drawing shows the vision of the project. It outlines the proposed stormwater project and the areas of the property it will manage. It does not need to be a complete engineering design drawing, but likely needs to be prepared with the assistance of a design professional.
11. Who will make the award decisions?
  - a. The City Water Quality Program retains the sole discretion to evaluate applications, make recommendations, and award grants.
12. What happens if a property that has received a Green Grant is redevelopment in the future?
  - a. The volume for which the grant was awarded must be replaced on site.
13. How can the application be submitted?
  - a. Applications are to be submitted electronically via email ([ChattanoogaWQ@Chattanooga.gov](mailto:ChattanoogaWQ@Chattanooga.gov)) or on a USB drive delivered/mailed to:  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402
14. What are the minimum and maximum grant award amounts?
  - a. The maximum is \$100,000. There is no minimum.
15. Will grants be released during design and/or construction?
  - a. No. Funds will be disbursed after the AsBuilt has been approved by the Land Development Office. Invoices and receipts must be provided to document project expenses.
16. Can projects receive credit for treating stormwater from publicly owned streets?
  - a. Yes.
17. Can projects within the Combined Sewer System (CSS) be awarded a Green Grant?
  - a. Yes. The only limitation is that CSS projects are not eligible for credit coupons.
18. What is the relationship between Green Grants and the Credits & Incentives Manual?
  - a. Sites that are awarded a Green Grant may apply for both fee discounts and coupons once the AsBuilt is approved by the City. For more information please see the City's Credit and Incentive Manual ([www.Chattanooga.gov/ResourceRain](http://www.Chattanooga.gov/ResourceRain)).