



## **DISTRICT COST SHARE PROGRAM RAIN GARDEN INSTRUCTIONS/GUIDELINES**

**The cost-share benefit is 75% of the total cost of installation and planting up to a maximum of \$500.00**

- Limited cost-share funds are available and will be distributed on a first come/first serve basis
- Cost-share benefits are limited to one garden per landowner/location
- The property must be located in DeKalb County.
- Approved applications are required **before** installation of garden.
- Applications can be picked up or sent by contacting the DeKalb SWCD office at 942 W. 15<sup>th</sup> Street, Auburn 260-925-5620 ext. 3.
- **Return the completed application to DeKalb County SWCD, 942 W 15<sup>th</sup> Street, Auburn, IN 46706.**
- The signed and approved application will be considered a contract between the applicant and DeKalb SWCD.
- Applicant will be responsible for completing the installation of the garden or hiring a landscaping contractor.
- Project completion is required 12 months from the date of the approved application/contract.
- Applicant is responsible for all costs up front. It will be the applicant's responsibility to negotiate any wait for payment with their contractor if necessary.
- When construction is complete, applicant must contact the DeKalb SWCD office for final onsite inspection of garden.
- Applicant must submit copies of all receipts to the DeKalb SWCD office for presentation to the DeKalb SWCD Board of Supervisors.
- The final approval for payment will take place at the monthly DeKalb SWCD board meeting. These meetings are held on the third Thursday of each month in the DeKalb SWCD Conference Room at 7:30 pm and are open to the public.