



**Acknowledgement Section:** Please read the following statements carefully.

- I verify that I am not a contractor submitting an application on behalf of a client.
- I acknowledge that the Prince William Soil & Water Conservation District will not be responsible for the design of this project and I may need to hire a contractor if I am unable to provide a basic design.
- I understand that a project with VCAP may not be used to fulfill a stormwater Best Management Practice (BMP) requirement or be used to correct a violation. I understand that if I am found to be in non-compliance with this policy, I will be responsible for repaying back the entire cost-share amount allocated.
- I understand that projects may not be installed on a property that is less than 3 years old. If there is an addition on the property that is less than 3 years old, the VCAP project may not treat runoff from this addition.
- I understand that the timeline for projects and application for the Prince William Soil and Water Conservation District (PWSWCD) is different than that of the statewide timeline. I have read/educated myself on the timeline and will turn in an application prior to or on the deadline set forth by PWSWCD staff.
- I understand that only the most cost-effective methods in solving the issue will be eligible for funding.
- I understand that proof of an infiltration test is required for all structural practices. I also understand that if my infiltration test does not yield 0.5 inches or more per hour, I will need to have revised plans or change project types.
- I understand that VCAP is a reimbursement program, meaning that all contractors must be paid in full before submitting paperwork for project reimbursement.
- I understand that upon project approval, I am allocated a certain amount of cost-share and cannot apply for more in the event my project expenses increase. All other costs incurred will be my responsibility.
- I understand that any location changes to projects need to be submitted for approval to PWSWCD. If I do not notify the PWSWCD staff of location changes, I understand that reimbursement is not guaranteed.
- I understand that I may not begin a project prior to application approval. I also understand that my application approval will be revoked if any applicable work pertaining to the project has been initiated before receiving this approval.
- I understand that once my project is approved, I have 90 days to start construction (exceptions on a case to case basis).
- I understand that for any planting project, only native plants are allowed.
- I understand that VCAP is a grant-based program and a submission of an application does not guarantee funding approval.
- I understand that VCAP is a program aimed at improving water quality in our local watersheds and ultimately, the Chesapeake Bay. The technical staff of PWSWCD will give recommendations to fulfill that goal.
- I understand that permeable pavement projects are reimbursed at a flat rate of \$2 per square foot of impervious area treated, with a maximum of 1,500 ft<sup>2</sup>.
- I understand that I am responsible for obtaining cost estimates from at least 2 contractors, unless I plan to do the work myself or with volunteers.
- I understand that any volunteer hours used to complete the practice(s) are calculated as a group and not per person (i.e. if it takes 10 volunteers 5 hours to complete a VCAP project, you would submit 5 hours of work). Volunteer hours cannot exceed 12 hours/project. The cost/hour is based on the federal rate.
- I understand that permit fees, paperwork, and "VCAP Preparation" fees are not eligible for reimbursement.
- I understand that by signing below, I am acknowledging all previous statements and will abide by these policies set forth by Prince William Soil and Water Conservation District for the Virginia Conservation Assistance Program (VCAP).

Completed applications can be e-mailed to Nicole Slazinski at [nicoleethier@pwsxcd.org](mailto:nicoleethier@pwsxcd.org), faxed to 571-379-7514, or mailed to PWSWCD Attn: VCAP 8850 Rixlew Lane, Manassas, VA 20109

Print Name: \_\_\_\_\_

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

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