



## RiverSmart Rewards Standard Application Information and Instructions

The District Department of the Environment (DDOE) administers the application and verification process for both RiverSmart Rewards (DDOE's Stormwater Fee Discount Program) and DC Water's Clean Rivers Impervious Surface Area Charge (IAC) Incentive Program. A person who submits a RiverSmart Rewards Standard Application is requesting a discount under both programs.

While the discount verification process is the same for the two programs, there are several differences between the two programs with respect to maximum discount rates, retroactivity, and program expiration. To learn about the differences between the two programs, please visit <http://ddoe.dc.gov/riversmartrewards>.

### REQUIRED DOCUMENTATION

In order for Best Management Practices (BMPs) to be considered for a discount, the applicant must provide design and technical details for each of the BMPs listed on the application. BMPs must be installed, fully functional, and maintained in order to be eligible for a discount.

If the BMPs were installed through DDOE's RiverSmart Homes, RiverSmart Rebates, or the Green Roof Rebate Program, submit requirements 1, 2, 3(b), and any additional relevant information about the BMPs.

Required documentation includes:

1. **Standard Application Form (starts on page 6 of this document)**
2. **Copy of recent DC Water bill**
3. **Submit one - either (a) or (b):**
  - (a) If the site has a DDOE-approved Stormwater Management Plan (SWMP) that was submitted through the building permit process, submit **Stormwater Management Plan Final Approval Notice**, issued by DDOE.

OR

- (b) If the BMPs were installed voluntarily, not as a requirement of the District's Stormwater Management Regulations, submit **design and technical specifications**, as described below (see an Example Site Plan at [ddoe.dc.gov/RiverSmart-Rewards-Documents](http://ddoe.dc.gov/RiverSmart-Rewards-Documents)).

A site plan that includes the following information:

- Grading of the site (i.e. contour lines)
- Location of each BMP (i.e. geographic coordinates)
- Identification of each BMP (e.g. "standard green roof" or "enhanced bioretention")

- Contributing drainage area into each BMP
  - Size (i.e. dimensions) of each BMP
  - Cross-sectional details of each BMP
  - On-site retention volumes of each BMP
  - Conveyance system (i.e. utilities)
  - North arrow
  - Street names and site address
4. **Standard Application BMP Spreadsheet**, found at <http://ddoe.dc.gov/RiverSmart-Rewards-Documents>.
  5. **2013 Rainwater Harvesting Retention Calculator, if seeking a discount for rain barrels, tanks, or cisterns**, found at <http://ddoe.dc.gov/RiverSmart-Rewards-Documents>.
  6. **Maintenance plan and schedule** for each BMP.
  7. **Monitoring plan** for each BMP that captures stormwater for use (i.e., rainwater harvesting)
  8. **In the case of proprietary practices, include the specification sheet(s)** for each proprietary BMP.

### **CALCULATING THE DISCOUNT**

DDOE calculates discounts based on the total volume of stormwater that an eligible BMP, or combination of BMPs, retain on site. The calculation assumes that 710.75 gallons of rainfall are produced by a 1.2-inch storm event. Therefore, a property managing a 1.2-inch storm event will be awarded the maximum allowable discount under both RiverSmart Rewards and the Clean Rivers IAC Incentive Program (i.e. a 4% Clean Rivers IAC discount and a 55% RiverSmart Rewards discount). Eligible BMPs include green roofs, bioretention, rainwater harvesting, and permeable pavement. Please visit <http://ddoe.dc.gov/calculating-a-riversmart-rewards-discount> to learn more about how DDOE calculates discounts.

For RiverSmart Rewards, the Stormwater Fee discount will begin to accrue on the date a complete application is submitted to DDOE. This accrual is calculated and managed in the same method as a Retroactive Discount. See below.

For the Clean Rivers IAC Incentive Program, the IAC discount will begin on the date the discount is posted to the DC Water account.

### **NOTIFICATION BY DDOE**

DDOE will notify the applicant of DDOE's decision, or if DDOE has any questions regarding the information on the application. Make sure to complete question number 11 in Section 2.

## **RETROACTIVE DISCOUNTS**

A Retroactive Discount is available under the RiverSmart Rewards program only. The Clean Rivers IAC Incentive Program does not offer any retroactive discounts.

DDOE will award a Retroactive Discount to applicants who have previously installed BMPs that currently meet the RiverSmart Reward eligibility requirements. DDOE will calculate a Retroactive Discount to the date of installation or May 1, 2009, whichever is later. The ratepayer will receive the value of the Retroactive Discount over time as a credit against the balance of the Stormwater Fee after DDOE applies the regular monthly Stormwater Fee discount. Therefore, for the period of time that DDOE is “paying back” the Retroactive Discount, the Stormwater Fee will be \$0.00.

To receive a Retroactive Discount, submit a Standard Application by July 30, 2014 and include the following documentation:

- ✓ Documentation verifying date of installation;
- ✓ Maintenance records (if applicable); and
- ✓ Recent photos of fully installed BMPs.

For more details on Retroactive Discounts, please visit <http://ddoe.dc.gov/riversmart-rewards-retroactive-discounts>.

## **INSPECTIONS**

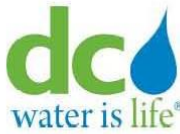
A DDOE inspector may contact the applicant to schedule an inspection. The purpose of the inspection is to verify the BMPs seeking a discount are accurately described, maintained, and functioning as intended. If DDOE has recent inspection records for the property, an additional inspection may not be required.

Please note:

- If the inspector is unable to conduct an inspection because he or she is not allowed access to the property, DDOE will cancel the application for a discount.
- If the inspection reveals any installation or maintenance issues, the inspector will provide the applicant with a written notice that describes corrective action requirements. The applicant will be required to make these corrections and contact DDOE for a follow-up inspection before a discount is awarded.
- If the inspector discovers inconsistencies with the information on this application and the actual practices installed, the inspector will report this information to the discount program manager, who has the right to cancel the application. The applicant may submit a corrected application or new application.

Government of the District of Columbia  
 District Department of the Environment  
 Stormwater Management Division

# Sample DC Water Bill



**Service Address**  
 Account Number  
 Square/Suffix/Lot 4039/ /0811  
 Impervious Surface Square Footage 600

**Account and Property Information**  
 Previous Balance  
 Payments as of 02/11/13 - Thank you  
 Late Fees From Prior Balance  
 Outstanding Amount Due

**Square feet of Impervious Area**

Customer Service / Servicio Al Cliente: (202) 354-3600  
 Emergencies / Emergencia: (202) 612-3400

Summary  
 02/12/13  
 \$44.86  
 \$28.05 CR  
 \$0.07  
 \$16.88  
 \$27.72  
 \$44.60

Meter Number	Prior Read Date	Current Read Date	Number Of Days	Prior Read	Current Read	Usage (CCF)	Usage (Gallons)	Read Type
13508870	01/09/13	02/08/13	30	1174	1176	2	1,496	ACTUAL

CURRENT WATER AND SEWER CHARGES		IMPORTANT MESSAGES	
Metering Fee	\$0.06	TD Bank is open 7 days per week and offers convenience when paying your DC Water bill. During times of severe weather or early closings, TD Bank will accept payment up to 3 calendar days after the "Please Pay By" date on your bill. For more info please visit <a href="http://www.dewater.com">www.dewater.com</a> .	
Water Services 2 CCF x \$ 3.42	\$6.84		
Sewer Services 2 CCF x \$ 4.18	\$8.36		
Clean Rivers IAC .60 ERU x \$ 9.57	\$5.74		
<b>CURRENT CHARGES AND CREDITS</b>			
DC Government PILOT Fee 2 CCF x \$ .50	\$1.00		
DC Government Right of Way Fee 2 CCF x \$ .16	\$0.32		
DC Govt Stormwater Fee .60 ERU x \$ 2.67	\$1.60		
<b>TOTAL CURRENT CHARGES</b>			
<b>TOTAL CURRENT BILL</b>			

**DC Water Impervious Area Charge**

**DDOE Stormwater Fee**

**1 ERU = 1000 Square feet of Impervious Surface**

**Historical Usage**

Please return the portion below with your payment to ensure proper credit to your account. For payment options, see reverse.

## "WATER IS LIFE"

Take the opportunity to help your neighbor. Make a **SPLASH** by signing up for bill roundup. We will automatically roundup your bill each month to the next highest dollar. Your pennies will help those in need to pay their water bills. This program is administered by the **Greater Washington Urban League** for DC Water. See reverse for more details.

- Roundup     
  Roundup plus \$1.00     
  Roundup plus \$2.00

Account Number  
**Please Pay By 03/11/13**      \$44.60  
 Amount Due after 03/18/13      \$47.37  
 1-Time SPLASH Donation  
 Amount Enclosed

Pay online at [www.dewater.com](http://www.dewater.com)  
 Pay By Telephone (202)354-3600

000004721 01 AT 0.381 1/1 18 00017 02122013 UTL DCWA 1PG 5 D



WASHINGTON DC 20018-3137

DC Water and Sewer Authority  
 Customer Service Department  
 P.O. Box 97200  
 Washington, D.C. 20090

000024890946 1 0000044604 0000047371

## **Standard Application Checklist**

### **Required documentation:**

**Standard Application Form**

**Copy of recent DC Water bill**

**Either:**

(a) Stormwater Management Plan Final Approval Notice

or

(b) Design and technical specifications, including Site Plan, as described on pgs 1-2

**Standard Application BMP Spreadsheet**

**2013 Rainwater Harvesting Retention Calculator, if seeking a discount for rain barrels, tanks, or cisterns**

**Maintenance plan and schedule for each BMP**

**Monitoring plan for each BMP that captures stormwater for use**

**Technical specifications sheets for proprietary practices, if applicable**

### **Additional documentation if seeking a Retroactive Discount:**

**Documentation verifying date of installation**

**Maintenance records**

**Recent photos of fully installed BMPs**

**Need more information or have questions about RiverSmart Rewards? Contact DDOE at:**

Phone: 202-535-2679

Email: [riversmart.rewards@dc.gov](mailto:riversmart.rewards@dc.gov)

Website: <http://ddoe.dc.gov/riversmartrewards>





**SECTION 4: STORMWATER MANAGEMENT PLAN (SWMP) INFORMATION**

Complete this section if the property has a DDOE-approved SWMP

- 23. SWMP number:
- 24. Date as-built SWMP submitted to DDOE:
- 25. Project type:

**SECTION 5: COMPLETE TABLE BELOW**

Complete the table for all Best Management Practices (BMPs).

26.

	Stormwater BMPs	Land cover that comprises the CDA (sq. ft.)			BMP Size (sq. ft. or gallons)	Retention Volume (gallons)	Date Installed	Date of last inspection
		IA	CC	NC*				
ON-SITE BEST MANAGEMENT PRACTICES	Green roof							
	Rainwater Harvesting							
	Impervious Surface Disconnection							
	Permeable Pavement System (Standard)							
	Permeable Pavement System (Enhanced)							
	Bioretention (Standard)							
	Bioretention (Enhanced)							
	Infiltration trench							
	Infiltration basin							
	Grass channel							
	Grass channel w/ amended soil							
	Dry swale							
	Wet swale							
	Pond							
	Wetland							

\*CDA: Contributing Drainage Area, area draining to the stormwater BMPs  
 IA: Impervious Area (ex. Roof, driveway, patio)  
 CC: Compacted Cover (ex. Grass, landscaping)  
 NC: Natural Cover (ex. forest or meadow)



