

RAINSCAPES REWARDS Rebate Program Final Inspection Process



Due to COVID19, the RainScapes Program is not conducting on-site inspections at this time. Instead, the program is offering to conduct virtual site visits. Any project that cannot be inspected virtually will be noted and inspected after COVID19 restrictions have been lifted.

Requirements for Virtual Final Inspections

- You'll need to be willing and able to use technology on your mobile device.
- The inspection will be conducted as a video conference site walk-through with a RainScapes Planner. You will be provided with the approved measurements that were set when your project was approved.
- You will need to take some notes and (predetermined) measurements as well as requested images.

When you arrange for the conference, you will be given a link to allow you to upload any images and videos you have to document your project both before the conference and after. We are able to schedule Microsoft Teams , Zoom or FaceTime formats . We prefer Microsoft Teams because it is easier to record the documentation.

NOTE: Your RainScapes project must be completely installed per the approved plans; partial installations are not eligible for a final inspection.

Depending upon your project size, please allow up to a full hour to complete the inspection. (Steps for the inspection are on page 2.)

Post-Inspection/Site Assessment Video Conference

Your Planner will review any items that need to be addressed before a final inspection is considered complete and send this back to you by email. If there are no issues to resolve, your rebate application will move through our internal process.

- You will need to send photo documentation of any corrective measures to your Planner.
- You will be notified when your application is fully complete (final inspection, POA signed and receipts received) has been send for final internal verification and payment

Along with conducting the final inspection, make sure that you have signed your property owner agreement (POA) and have sent or uploaded your receipts for our records. **NOTE: Once your final inspection is deemed complete, it may take anywhere from 4-8 weeks to receive a rebate check.**



Step-by-Step Instructions: Final Inspection Video Conference

Step 1: Schedule your inspection.

Contact your assigned RainScapes planner by email and let them know you'd like to schedule a final inspection. You'll need to provide your planner with the following information:

- Your RainScapes application number
- The name and cell phone number of the person who will be walking the inspection site
- The method of video call-in you'll be using
- Your preferred dates and times for the inspection (minimum of three options)

Your Planner will follow up with you to set an agreed upon date and time for your final inspection. If you need to change an agreed upon appointment, please notify the planner ASAP.

Step 2: Prepare for your virtual inspection

- Ensure you have the necessary tools:
 - A smartphone or tablet loaded with the specific software
 - Make sure your mobile device is fully charged
 - Turn off phone or tablet notifications (Notifications can freeze the video feed during the call and could cause delays or require the inspection to be rescheduled.)
 - A tape measure (at least 25')
 - A note pad and pen or pencil
 - A printed copy of your plan on hand

Step 3: Accept the incoming Video call from your RainScapes planner at the scheduled time.

Step 4: Walk through your project site with your planner

- Begin at street view looking at your house with the address showing
- Walk the inspection in a clockwise direction
- Make note of any items that require correction as indicated by your Planner (such as needing more plants, correcting an overflow size or direction or mulch.)



DEPARTMENT OF
**ENVIRONMENTAL
PROTECTION**

We appreciate your patience as we navigate this new process. We look forward to working with you to successfully add RainScapes projects in the County to reduce runoff and help to improve our local streams and watershed health.



Questions? Call 311 or email RainScapes@MontgomeryCountyMD.gov • RainScapes.org