

RAINSCAPES REWARDS Rebate Program Preliminary 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 Preliminary Inspections and Site Assessment

- You'll need to be willing and able to use technology on your mobile device.
- The inspection will be conducted as a video conference and site walk-through with a RainScapes Planner to ensure that the type, size and scope of the project is appropriate for the property
- You will need to take some notes

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, Skype, Zoom or *FaceTime* formats. We prefer Microsoft Teams because it is easier to record the documentation.

Depending upon your proposed project size and complexity of site issues, please allow up to a full hour to complete the inspection. (Steps for the virtual site inspection/ site assessment are on Page 2)

Virtual Preliminary Inspection/Site Visit Assessment Process

A RainScapes planner will contact you to schedule your virtual Preliminary Inspection. The purpose of the preliminary inspection is to discuss your proposed project, assess the site, and determine program eligibility; it is not required for Rain Barrel projects.

Post-Inspection/Site Assessment Video Conference

Your planner will tell you in the video call if the project is eligible for a RainScapes rebate but details on eligible size and placement will come in a follow up email site report. The report, with findings and recommendations, will be emailed to you within 3 weeks. Use it to guide your decision-making or to provide to a contractor if you will be working with one.

- You will need to send a proposed plan, drawn to a measured scale of the project to the Planner.
 - Plans must be approved before installation – see project requirements for your project
- You will be notified when your plans have been reviewed and approved. If changes are to be made to the submitted plan, the plan markup comments will be provided for you to revise and resubmit for approval prior to installation.
- Once you receive project approval to proceed, you install the project and contact your planner you are ready for a final inspection.



Step-by-Step Instructions: Inspection/Site Assessment Video Conference

Step 1: Schedule your virtual Preliminary Inspection / Site Assessment

- A RainScapes planner will be assigned to your project and will email you with proposed dates and times a virtual inspection/ site assessment "visit"
- Reply with the following information:
 - Your best date of the proposed dates the planner provided.
 - The cell phone number of the person who will be walking the project property.
 - Method of video call you or your representative intend to use (Microsoft Teams, Skype, Zoom or FaceTime formats) We prefer Microsoft Teams because it is easier to record the documentation.

Step 2: Prepare for your virtual inspection/ site assessment the day before

- Email your planner any photos or video that you would like to share ahead of the inspection
- Ensure you have the necessary tools:
 - Smartphone or tablet (25' tape measure - optional)
- 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

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 following directions from your planner

- Begin at street view looking at your house with the address showing
- Walk the inspection in a clockwise direction
- Describe your proposed project and any stormwater issues

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.



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