



205 Cuyahoga Drive; Suite A
Dixon, IL 61021

Dear Shoreline Property Owner:

Enclosed is the kit you will need in order to complete your Shoreline Stabilization project so that it finishes on time and qualifies for the **RCD's** rebate program. We hope that you choose to complete your project as soon as possible. The quicker you complete your project, the sooner that you can apply for your rebate.

Kit Contents:

- 1 GIS Map Of Your Property (for each lot)**
- 1 Standard Operating Procedure (SOP): Rip-Rap or Vegetation**
- 1 Liability and Insurance Agreement**
- 1 EZ Guide: Step-by-step Procedure To Stabilization Success**
- 1 Application For Stabilization Rebate**

Missing any of this?? Please call the RCD Office @ 815.652.2006 before you get started! Most documents are available on our web site at www.rcdinfo.com.

For purposes of calculating your rebate, the RCD will use a rate of \$40 per linear foot of shoreline. This rate was established as of April, 2009 and may be modified by Board action. Simply stated, the rebate is **the lesser of:** ½ of your linear footage times \$40 per foot – **or** – ½ the total cost of the materials and labor for the installation of the stabilization solution for your property.

Finally, it is important that your contractor is in compliance with the Illinois Prevailing Wage Act. The RCD maintains a list of contactors who do so and you may call the office to obtain the list.

Please proceed to the **EZ Guide** and start your project. You may visit our web site at www.rcdinfo.com for extra copies of the shoreline stabilization packet and addendum.

Steven Larry,
President, Illinois RCD

IMPORTANT CONTACT INFORMATION:

RCD OFFICE:

**815.652.2006
becky@rcdinfo.com**

RCD SHORELINE STABILIZATION

E Z G U I D E

STEP 1. Indicate Whether You Will Participate.

Please call the office to indicate whether or not you will be participating in the program. The sign-up period for the program was from July 20 through April 1, 2010.

STEP 2. Complete and Sign the Liability Insurance Agreement.

You are required to sign this document before construction starts. A signed contract is mandatory in order to receive the rebate as well. Make sure that you fully understand the contract.

STEP 3. Mail or Hand-Deliver the Liability Insurance Agreement to the RCD.

Our mailing address is:

**RCD Of Illinois
205 Cuyahoga Drive; Suite A
Dixon, IL 61021**

Our Office and Drop Box is located in the United Lost Lake Community (enter the West Gate) at **205 Cuyahoga Drive. Office hours are 11am to 3 pm Monday through Thursday.**

Step 4. Arrange To Have Your Contractor(s) Bid The Work

It is up to you to choose the contractor to complete the work. The **SOP** in your kit should act as the definitive guide for your contractor to follow in order to complete the project so that it is "rebate-worthy". Significant cost savings can be achieved through work done in bulk. Ask your contractor if this is an option for you. We have SOP's for riprap and vegetative stabilization that must be followed unless you apply for and are granted a variance to the SOP. **You may visit our website at www.rcdinfo.com for copies of the stabilization paperwork, variance packet, addendum, and information on SOP's.**

In order to receive your rebate, it is important that your contractor provide proof of compliance with the **Illinois Prevailing Wage Act**. The RCD maintains a list of contractors who do so. Call the office to obtain the list.

STEP 5. Application will be submitted by the RCD to the EPA for approval

Once your contract is on file and approval is received from the EPA, you will receive a verbal acknowledgment from the office.

STEP 6. Complete the Work

The **RCD** is available to answer your questions before, during and after the project. Call or email the office (see below).

STEP 7, Apply For Your Rebate

Gather all of your paper work, fill out the **Application For Rebate** (in your Kit). You will be contacted to set up a date and time for an inspection of the work. Another requirement for your rebate is that the final product complies with the **SOP**. Once your work has been inspected, the RCD office will process your application, the board will vote on whether to approve your rebate and, if all is in order, your rebate check will be issued.

STEP 8. Receive the Results of Your Application

The RCD will either issue a rebate check, or send you a list of items that need to be corrected in order for the funds to be released to you. In most cases you will have 30 days to fix any non-compliance issues.

SEND IN YOUR REBATE APPLICATION AS SOON AS THE WORK HAS BEEN COMPLETED! THE RCD HAS ALLOCATED FUNDS FOR PHASE ONE AND PHASE TWO. YOU MUST COMPLETE SHORELINE WORK BY MAY 31, 2011 TO QUALIFY FOR A REBATE.

IMPORTANT CONTACT INFORMATION:

RCD OFFICE:

815.652.2006

office@rcdinfo.com

STABILIZATION COORDINATOR:

815.973.3637

stabcor@rcdinfo.com

**HOLD HARMLESS AND
LIABILITY INSURANCE AGREEMENT**

Re: Lost Nation-New Landing River Conservancy District:
Shoreline Stabilization Program (the "Program")

Owner(s): _____

Address: _____

Lot(s): _____

The undersigned hereby agree to save **Lost Nation-New Landing River Conservancy District** (the "District") fully and completely harmless from any and all suits, actions, claims, costs, fees, and/or judgments which might arise by reason of the making of all shoreline improvements under the Program by owner(s) or their contractors, agents, and/or employees.

The undersigned further agree during all construction periods to maintain insurance with a reputable carrier insuring owner(s) with liability and property damage insurance for no less than \$500,000 per occurrence. Owner(s) shall furnish District with a Certificate of Insurance naming District as an additional insured before undertaking any work under the Program.

Owners: _____(Seal) Date: _____

_____ (Seal) Date: _____

Subscribed and Sworn to before me this _____ day of _____, 2009.

Notary Public

APPLICATION FOR REBATE
RCD SHORELINE STABILIZATION PROGRAM

Applicant's Information

Name _____

PARCEL #'s _____

Mailing Address _____

Phone: _____ DATE: ___/___/___

Contractor's Information

Name _____

Phone _____

No rebates can be processed or made to individual owner(s) unless the improvements are made in full compliance with the Illinois Prevailing Wage Act and the contractor has supplied District with a written verification of this fact.

As a result of EPA Grant #C9995200-10 and EPA Grant Agreement # 3191003, applicants will be required to maintain their shoreline improvement for a minimum of 10 years from completion of the improvements. The RCD reserves the right and the property owner agrees that should they fail to maintain the shoreline improvement at any time during this agreement, that the RCD may complete maintenance of the shoreline stabilization and bill the property owner for all such repairs/maintenance.

Please attach proof that your project has been paid for. We will accept an invoice or receipt from your contractor marked PAID IN FULL, showing the full amount with line item detail for time and materials. We will contact your contractor to verify that the project has indeed been completed and paid for.

Office Use Only

Project Inspected On ___/___/___ BY: _____

Result Of Inspection ___ PASSED ___ FAILED

Rebate Calculation:

Paid-In-Full Construction Cost: \$ _____ X .50 = \$ _____

RCD Maximum Rebate: _____ ft. X \$40/2 = \$ _____

Lesser Of The Two Above Amounts Is Your Rebate

Notes: