



## Shore Friendly Mason | Mini-Grant Program

*Through June 30, 2018*

Mason Conservation District (MCD) is pleased to offer our new *Shore Friendly Mason Mini-Grants* program to local marine waterfront property owners. This program helps Mason County landowners complete projects that benefit the ecology and processes of Puget Sound shorelines while also addressing their goals. You do not need to have a home on the property to qualify, but you must own the property. Eligible projects must take place along the marine waterfront and include: invasive weed removal and replacement with native plants; conversion of lawn into native plantings; addition of native trees and shrubs for stabilizing shoreline slopes and banks; improving upland water management to address drainage-caused erosion or slope stability problems; removing shoreline armor such as rock, creosote pilings, and concrete bulkheads and, in cases where a home is at risk and conditions are suitable, installation of “soft shoreline stabilization” alternatives to shoreline armor.

Available funds are limited and projects must be completed by June 20, 2018 unless otherwise notified. Applications will first be reviewed to ensure they meet program requirements. The applications meeting the requirements will then be ranked on a point system. In the event that more applications are received than available funds can support, those proposals with the highest environmental benefit will receive additional points, i.e. projects addressing the longest lengths of shoreline and/or largest areas of planting. Subsequently, grants will be awarded on a “first come, first served” basis until all funds are committed. Please note: a portion of project costs are reimbursed *after* the project is completed. The program will reimburse 50% of the cost of eligible projects up to a maximum amount, as described on the following pages. All projects must follow the standards we provide and must comply with all Mason County Department of Community Development shoreline and critical area regulations. Projects on freshwater shorelines (creeks, rivers, lakes, wetlands etc.) *are not eligible* for this program.



Images: Hugh Shipman

**BEFORE:** A failing bulkhead serving no purpose.



**AFTER:** The restored beach and bluff after bulkhead removal.

A brief description of eligible projects follows on the next page. Please also refer to the project-specific guidelines for additional information. Contact us if you have any questions.



Shore Friendly Practice	Description	Practice Limit
<b>WEED REMOVAL or LAWN CONVERSION, + PLANTING</b> <i>Invasive weed and/or lawn removal; replanting with native trees and shrubs.</i>	Invasive weeds or areas of lawn will be removed completely (including roots) and replaced with native plants. A minimum of 3 trees and 10 shrubs from the MCD list of recommended native shoreline species must be planted within ~ 100 feet of the high tide line or top of bank. Wood chip mulch can be included in project costs where appropriate (not always advised for slopes).	\$500
<b>WATERFRONT PLANTING PROJECT</b> <i>Planting of native trees and shrubs along the marine shoreline.</i>	A minimum of 3 trees and 10 shrubs from the MCD list of recommended native shoreline species must be planted within 100 feet of the high tide line or top of bank. Wood chip mulch can be included in project costs where appropriate (not advised for slopes). (Non-native plants are ineligible for reimbursement in this program).	\$250
<b>DRAINAGE IMPROVEMENTS</b> <i>Drainage improvements that address problems with slope stability, or beach erosion issues.</i>	Projects that will improve management of upland drainage to avoid negative impacts to a shoreline bluff, bank, or beach. Installing appropriate tight line outlet “tee diffusers” to avoid beach erosion is an eligible activity.	\$250
<b>HARD ARMOR REMOVAL FROM A MARINE SHORELINE</b> <i>Removal of concrete, riprap, creosote pilings, rock, or other types of shoreline armor.</i>	A feasibility site assessment is required for these projects, which can include removal of bulkheads, boulders, riprap, or other forms of hard armor from the shoreline to improve function and habitat. MCD may assist with project design and permitting where possible, or will review designs prior to awarding funding. This practice may also require a waterfront planting project for long-term shoreline stabilization purposes.	\$1500
<b>SOFT SHORELINE STABILIZATION (bulkhead alternatives)</b> <i>Installation of practices that stabilize eroding shorelines in areas where appropriate.</i>	This practice may be combined with hard armor removal in appropriate situations. In cases where new shoreline stabilization is needed to protect a home and soft shore alternatives are feasible, it can be used as an alternative to hard armor. This practice may involve the use of bioengineering practices like native plants, anchored logs or beach replenishment, and other techniques to stabilize eroding areas while protecting nearshore habitat. MCD may assist with project design and permitting as feasible or will review designs prior to awarding funding. This practice may also require a waterfront planting project for long-term stabilization purposes.	\$1500

**Cost Share Example:** Mr. Jones would like to remove a portion of his lawn that is within 50’ of the shoreline and replace it with native plants. He also wants to better anchor a tight line pipe that drains his roof and gutters down a slope, and to install a tee-diffuser at the end of the pipe to prevent beach erosion. Mr. Jones pays \$1500 to remove existing lawn and install native plants and mulch. Mr. Jones pays \$500 to make drainage improvements. He will be reimbursed 50% of the cost of each practice up to the practice limit. Mr. Jones will be reimbursed a total of \$750 for these two practices.

Lawn Removal = \$1500 x 50% = \$750, but he will be reimbursed \$500, which is the practice limit.

Drainage Project = \$500 x 50% = \$250, which is half of the project cost as well as the practice limit.

**General Information and requirements:**

- Projects must be proposed for implementation on property owned and maintained by the grant applicant.
- Grant funds are for implementation only (not intended for private design costs).
- If permits are required for the project, the applicant is responsible for obtaining and/or purchasing them before beginning work on the project. A copy of the permit will be required before reimbursement. Permits are a reimbursable expense (permits will be required for most armor removal/shoreline stabilization projects).
- Machinery rental may be reimbursed if it is necessary for implementing the Shore Friendly Practice.
- Direct contractor costs for implementation can be included in total project cost for reimbursement.
- Projects must be completed and all receipts submitted to MCD within the timeframe designated in the acceptance letter. Any work completed prior to acceptance in the program will not be reimbursable.
- Property owners are expected to maintain the project for at least the “lifespan” of the practice, which is typically a minimum of 10-15 years.
- Expenses reimbursed by MCD are considered reportable income by the IRS.
- Participants of this program will be required to sign (1) a Cooperator Agreement with MCD (included in this application) and (2) a Mini-Grant Contract (upon grant award) that demonstrates a commitment to maintain the project for its life.
- If a grant is awarded and no evidence of progress has been made within 2 months, MCD reserves the right to withdraw the grant and award it to another landowner who is ready to proceed.

---

**How it works:**

1. **Schedule a free, non-regulatory site visit by a Mason Conservation District resource technician.** The site visit will include an evaluation of your property that addresses your concerns. Visits typically assess stormwater drainage management, bank erosion and stabilization, beach condition, vegetation management, and shoreline habitat. Options to address any issues that may exist on your property will be discussed.
2. **Choose a project.** After the visit, the technician will provide you with a written summary of recommended site improvements. Select the practice(s) that you are most interested in completing and that meet the Shore Friendly Mason Mini-Grant program criteria described in this guideline and supporting documents.
3. **Apply for the Mini-Grant.** Fill out the attached application and return it to the Mason Conservation District for evaluation and ranking.
4. **Receive a Notice of Award.** If your project is selected for grant funding, you will receive a Notice of Award letter from the Mason Conservation District.
4. **Document and Complete the Project.** Once your grant is approved, take pictures of the project site “Before” and “After” completion, to document the change. Complete the project according to the design and specifications recommended by the MCD.
5. **Arrange for a Completion Site Visit.** The resource technician will revisit your site to see the completed project and check that it meets specifications.
6. **Submit all receipts related to the project.** Receipts for materials, labor, contractors and your time will all be counted towards the cost of the project. You will be reimbursed 50% of the cost, up to the maximum amount per practice for the project you completed.



### Shore Friendly Mason Incentive Grant Application

Applicant(s) Name: \_\_\_\_\_

Street Address of Project: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Planned Project Completion Date: \_\_\_\_\_

Do you own the property where the project will be completed? \_\_\_\_\_

Have you completed a site visit with a MCD Technician? \_\_\_\_\_

Briefly describe how your project will improve shoreline habitat and beach ecology:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Will you:**

- Complete the project yourself
- Hire a contractor

**What practices do you plan to complete?**

- Waterfront Planting** (50% up to \$250)

Area to be planted: \_\_\_\_\_ square feet | Number of Plants to be planted: \_\_\_\_\_ Trees \_\_\_\_\_ Shrubs

- Invasive Weed or Lawn Removal, & Planting** (50% up to \$500) | Weeds: \_\_\_\_\_

Area to be cleared of weeds or lawn removed & replanted: \_\_\_\_\_ square feet

Number of Plants to be planted: \_\_\_\_\_ Trees \_\_\_\_\_ Shrubs

- Drainage Improvements** (50% up to \$250)

- Soft Shoreline Stabilization** (50% up to \$1,500)  
(Bulkhead Alternatives) \_\_\_\_\_ Linear Feet

- Hard Armor Removal** (50% up to \$1,500)  
\_\_\_\_\_ Linear Feet

MCD (MCD) staff will work with homeowners on a site-specific design for soft shoreline stabilization and bulkhead or rip rap removal projects. The landowner will need to secure all required permits and hire the contractor to install the project. MCD staff will provide guidance and inspection services.

Applicant Initials \_\_\_\_\_

MCD Staff Initials \_\_\_\_\_



Cooperative Agreement

I am interested in conserving the natural resources on my property and desire assistance in developing a conservation plan or implementing specific Best Management Practices (BMPs) for this property.

The Landowner Agrees To:

- 1. Cooperate with District personnel and agency representatives involved in establishing BMPs.
2. Comply with all requirements established for the implementation of BMPs.
3. Maintain all practices established under the program and continue use of all other conservation measures put into effect for the lifespan of the practice.
4. Use any material or equipment made available to him/her by the District for the purpose of and, in the manner provided for it.
5. Notify the District if changes are planned with potential impact upon the structure or systems installed, or if the property is to be sold.

The District Agrees To:

- 1. Assist the landowner in planning and implementing a conservation program for the renewable natural resources under their jurisdiction.
2. Provide the landowner with (a) resource information, (b) technical assistance, and (c) other assistance, which may become available.

SIGNATURES:

Landowner Date District Representative Date

This agreement is effective on the date of the last signature and may be terminated upon request of either party. The provisions of this agreement are understood by the Landowner and the District and neither shall be liable for damage to the other's property from carrying out this agreement unless such damage is caused by negligence or misconduct.

DITRICT APPROVAL DATE





**Shore Friendly Mason Site Plan:**

Make a basic sketch of your existing property including relevant features like buildings, lawns, wooded areas, bank armor, approximate Mean HighTide Line, streams or seeps, drainage pipes and infrastructure, buried utilities, septic system and drain field, etc. Highlight the proposed project area on your drawing. Include as much detail as possible about your project. For example - a planting design would include the planting area, size, and a list of the tree and shrub species, typical spacing between plants etc.; a drainage design would include slope direction of the site; the type, length and location of pipes; where the outlet will be and how erosion will be avoided, etc. Attach an additional page if needed.