Part A. Application

Applicant Full Name: John Adam Smith

I, John Adam Smith (PRINT) hereby make application to the New River Valley Regional Commission for cost-share assistance to purchase and install a best management practice as described in part B below.

I agree that all best management practice(s) approved will be installed, operated, and maintained in accordance with the practice(s) standard(s) and the Landowner Agreement (Form 3). I agree not to use the BMP for purposes of Nutrient Trading or regulatory compliance. I shall indemnify and save the Commission harmless from any and all claims for damages to persons or property arising from the installation, maintenance, repair, operation or use of the BMP(s).

I understand that it is my responsibility to pay in full all bills for work completed under this agreement prior to submission of eligible bills for reimbursement.

I understand that cost-share funds may be combined with other grant or cost-share resources but may not exceed one hundred percent (100%) of total costs for the practice.

Mailing Address:
1234 Main St.
Christiansburg, VA 24073

Address of Practice (if different from mailing address):
1234 Main St.
Christiansburg, VA 24073

Phone: 540-838-1234

Email: WaterIsCool@Gmail.com

Applicant Signature: _____ Date: 06/18/2026

Are you receiving any other funding assistance for this project? Yes or No

SSN / Tax ID (Attach IRS Form W-9): 111-22-3333

The New River Valley Regional Commission is required to issue a 1099-MISC to the Internal Revenue Service (IRS) for any individual to whom it issues a check for $600.00 or greater. Because the IRS uses the Social Security number or Federal Tax ID number as a unique identifier, the Commission must collect that information from any individual to whom it issues a check. Social Security numbers or Federal Tax ID numbers are not used for any purpose other than that stated above.

Site Assessment

Describe the current conditions of the site:

The site is currently a library functioning with expansive green space around the building. Currently rain fall is drained from all areas to the parking lot where it is transfered to the town storm sewer system. There is a section of asphalt parking not being utilized with the potential for removal.

What are the landowners' concerns/goals?:

We would like to divert some of the water from ever reaching the storm sewer system and infiltrate it on site as well as filter some of the water that can not be infiltrated on site. We would also like to remove some of the unutilized asphalt parking and replace with with a pervious surface - rain garden.

Which BMP have you selected for your site? To learn more about each of these options return to our webpage.

- ☒ Rain Garden
- ☐ Planter Box
- ☒ Impervious Pavement Removal
- ☐ Tree/Shrub Planting
- ☐ Rain Barrel
- ☒ Conservation Landscaping

Who is going to design and install the bmp? Design and installation parameters are listed by BMP on our webpage. Your labor and the purchase of tools used in the project can count as match or you can hire someone to do the work. Please let us know if you are unable to do the work yourself and unable to pay for someone to do the work. The project will do its best to match need-based support with community volunteer groups.

We have reached out to XYZ Landscaping and Design to help us design, budget and implement this project. Volunteers from the Cheerful Givers Association will help with plant installation for the rain garden and filter strip and we intend to count their hours towards our match funds.

Please attach an aerial image with parcel lines* of the site and include the following on top of the aerial: *(See Example Appendix A)*

- Approximate BMP Location
- Proposed BMP Name

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Beautification

Checklist of Attachments

- ☐ IRS Form W-9
- ☐ Aerial Image with Parcel Lines & Planned Location of BMP(s)
- ☐ Town of Christiansburg BMP Checklist (*If within Town Limits*)
- ☐ Project Plan
- ☐ Project Estimated Budget

We are here to help! If you would like help, please reach out to Will Shelburne | wshelburne@NRVRC.org

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Beautification

Part B. Technical Determination and Approval *(To be completed by Staff)*

Practice Code & Title:

Practice Size (sq. ft, lin. ft., gal):

Total Estimated Cost Approved:

Estimated Cost-Share Required:

Completion Date:

I have reviewed this application and all supporting documentation and have indicated the quantity authorized based on technical need. This practice must be installed and certified by the completion date.

X _____ Date:_____

Employee Signature

Approval to Forward Application:

X _____ Date:_____
Director Signature

Part C. Practice Verification and Payment *(To be completed by Staff)*

I verify that the above practice was installed according to the practice standards and specifications.

This project was uploaded into the BMP warehouse.

X _____ Date:_____ Employee Signature

Payment Amount: $_____

To be completed once payment is issued to participant and kept in files:

Date of Payment: _____ Check Number: _____

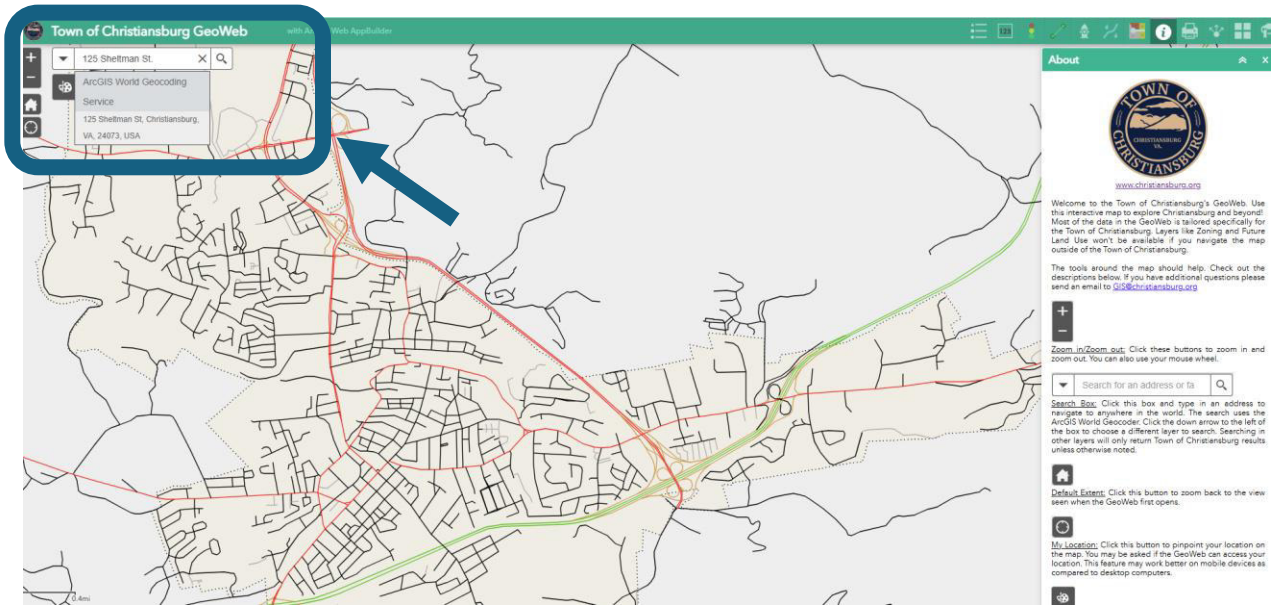
The Crab Creek Beautification Project is available to all people regardless of race, color, religion, gender, age, national origin, or political affiliation.

CRAB CREEK
Beautification

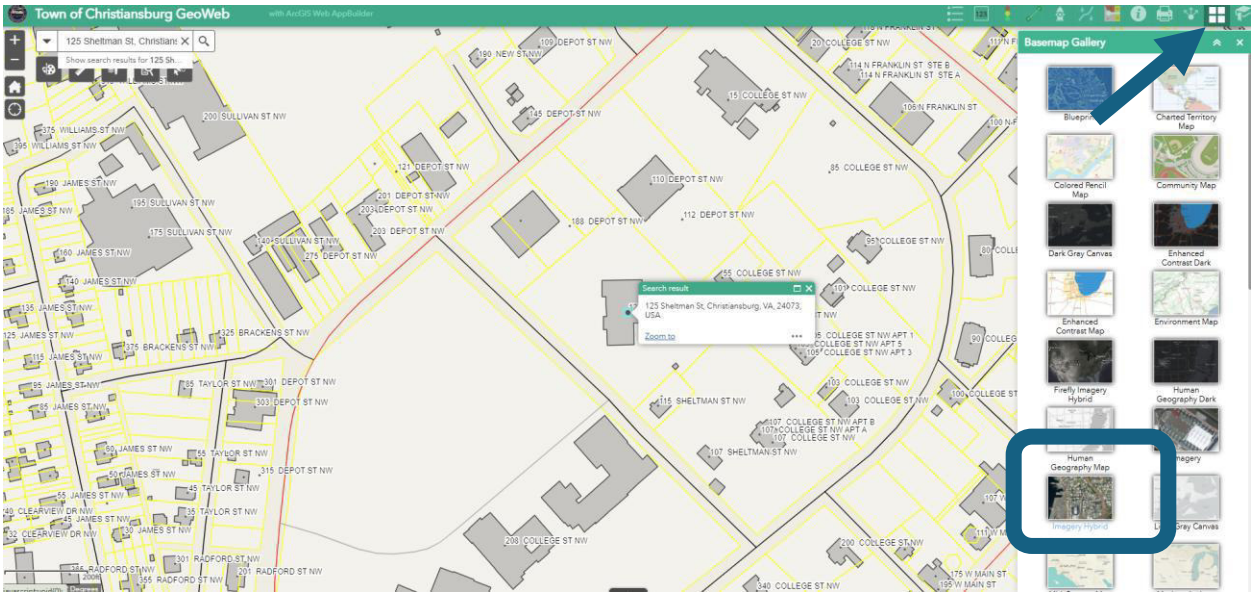
Appendix A: Aerial Image Instructions

Step 1: Access the Town of Christiansburg GeoWeb Portal at this Link - https://christiansburg.maps.arcgis.com/apps/webappviewer/index.html?id=755681e3a33e4709a7f960231ac3644c

Step 2: After accessing the online portal, navigate to the search bar and enter your project address. Select your project address and the portal will automatically navigate to your project address.



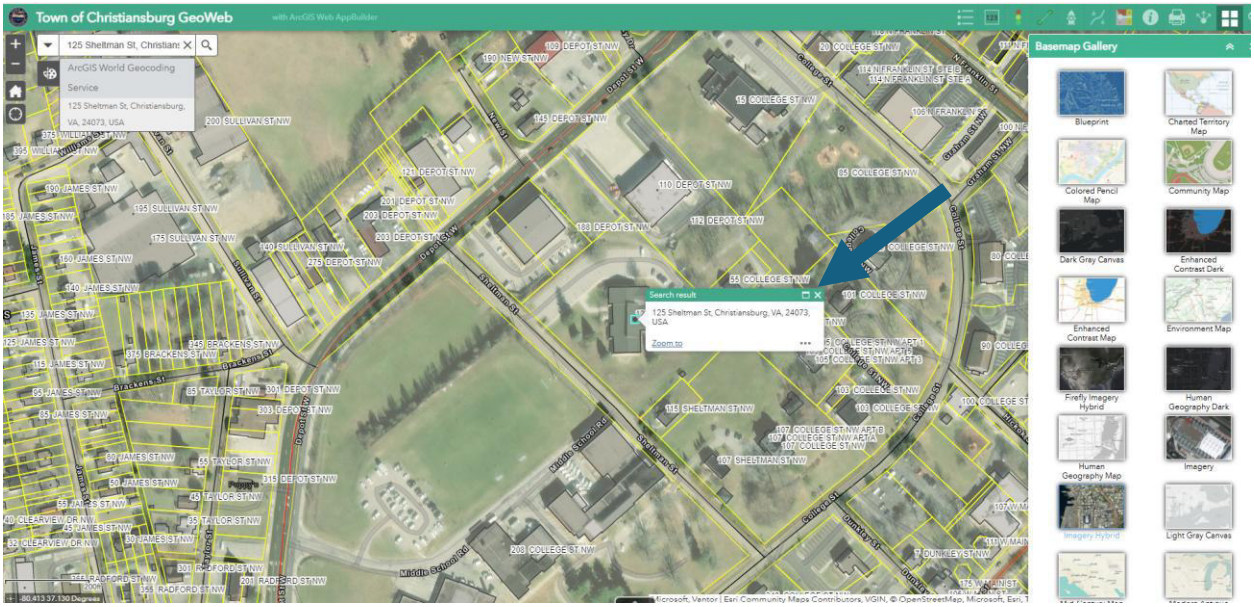
Step 3: Navigate to the Basemap Gallery in the top right hand corner and select "Imagery Hybrid"



CRAB CREEK Beautification

Step 4: Close the Address Detail Box and using the scroll wheel on the mouse zoom the image to encompass all of the parcel lines (yellow lines) for the application property.

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After zooming in, the image should be centered in the webpage, show all parcel lines and encompass the entire project property. In the example below the public library meets these criteria.

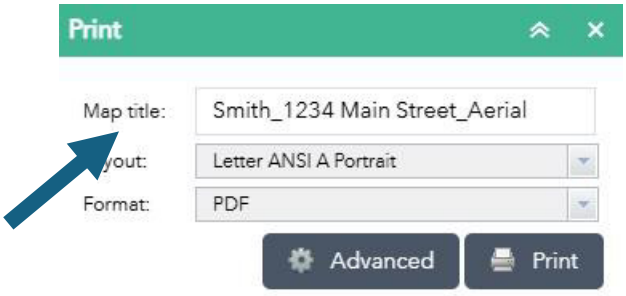


CRAB CREEK Beautification

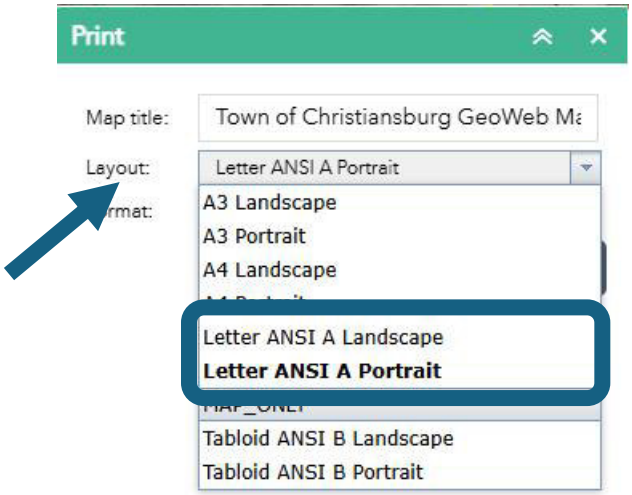
Step 5: To save a pdf copy of this map start by selecting the print tab icon in the upper right hand corner of the screen and follow the directions for each of the fields listed below.



Map Title - type the applicants' last name followed by the property street number and street name. Please use the following format: "Smith_1234 Main Street_Aerial"

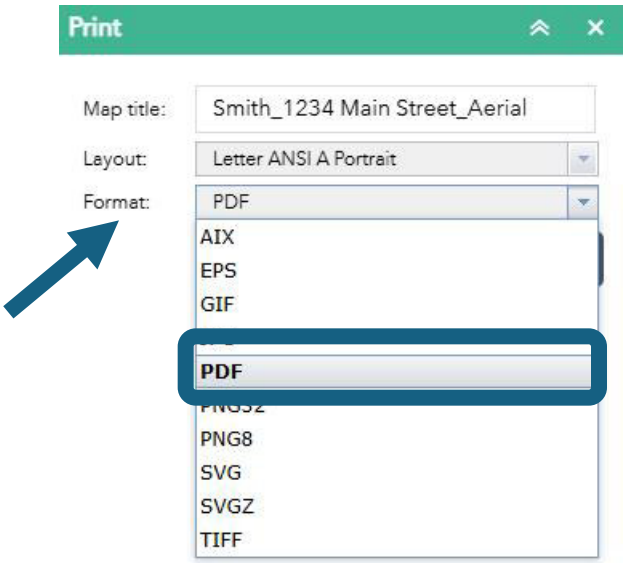


Layout – Select either "Letter ANSI A Landscape" or "Letter ANSI A Portrait" This selection will depend on which orientation fits the entirety of the parcel lines and may have to be redone after initial attempt is printed.

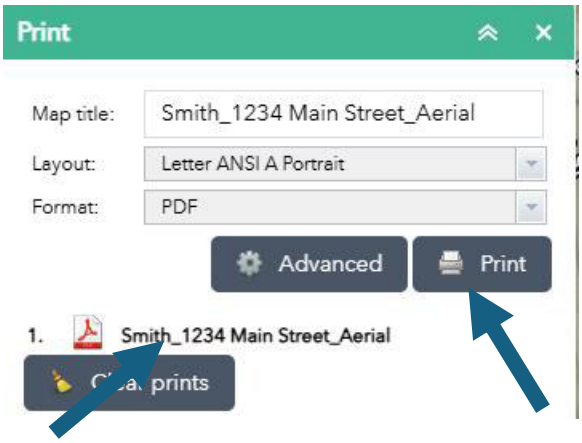


CRAB CREEK Beautification

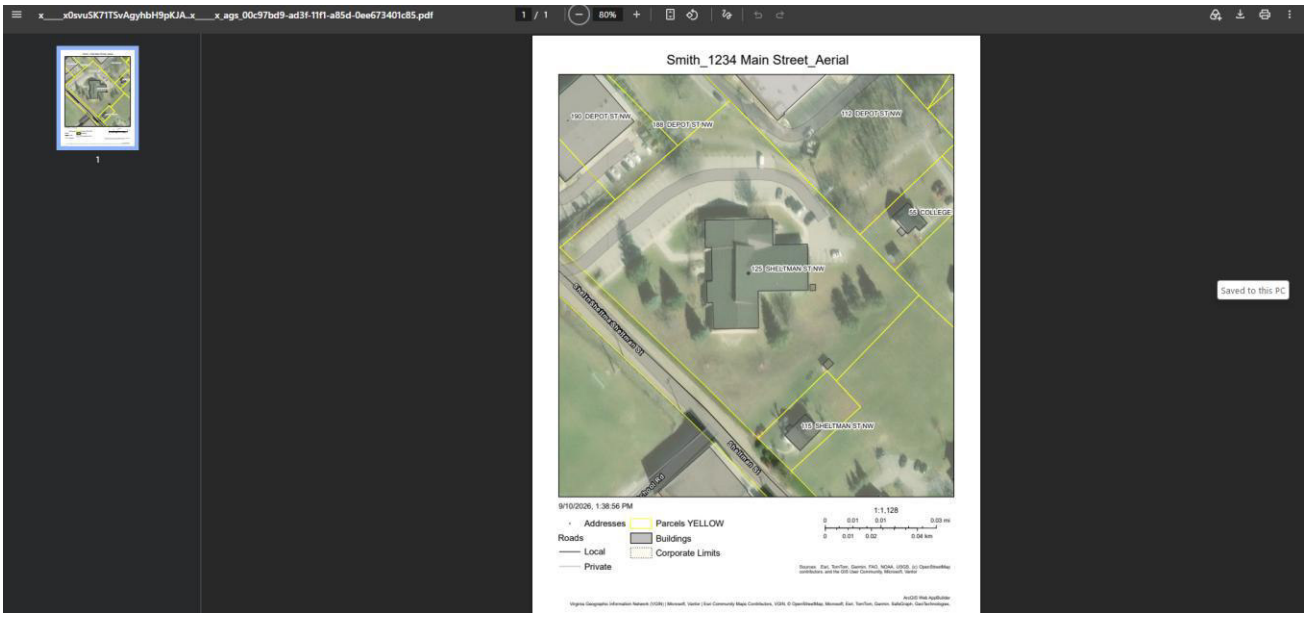
Format – Ensure that Format is set to pdf.



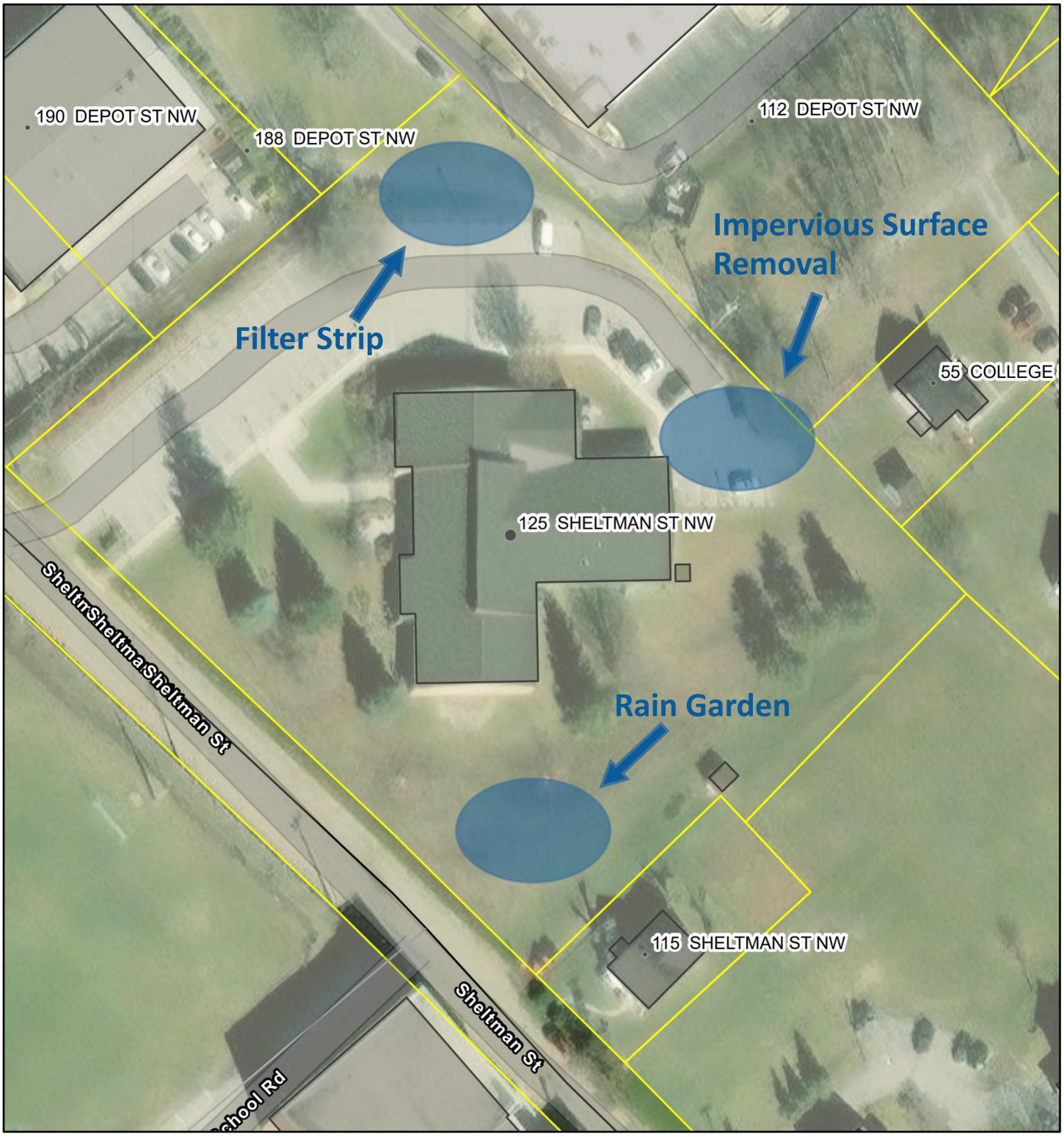
After confirming these selections, select the print icon. Once the print has finished, click the file link.



The pdf should look like the following example. Save to your computer and then, by either using a pdf editor or printing and drawing by hand, indicate the location on the property for the proposed BMP(s).If printed the document will need scanned and sent to the NRVRC when complete. *See following page for example.*



Smith_1234 Main Street_Aerial



9/10/2026, 1:38:56 PM

1:1,128

0 0.01 0.01 0.03 mi

0 0.01 0.02 0.04 km

- Addresses
- Roads
  - Local
  - Private
- Parcels YELLOW
- Buildings
- Corporate Limits

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Microsoft, Vantor

ArcGIS Web AppBuilder
Virginia Geographic Information Network (VGIN) | Microsoft, Vantor | Esri Community Maps Contributors, VGIN, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies,