



RCD Chipper Program Cost Reimbursement Form

To be eligible for reimbursement, landowners must have completed the RCD Chipping Application and been pre-approved by the RCD. This program is dependent on availability of grant funds and payment can take 120 days or more.

PARTY REQUESTING REIMBURSEMENT:

Name: _____

Mailing Address: Street _____ City _____ State _____ Zip _____

I completed and signed the RCD chipping application (required) Attached W-9 form (required)

Requested Reimbursement Amount: _____ (please include documentation of costs: contractor invoice AND proof of payment)

Total In-Kind Match: Total Hours _____ (please completed the form provided by RCD)

Total Cash Match (amount paid to contractors not covered through reimbursement) _____
(provide copy of invoice(s)-required for reimbursement)

CHIPPING PROJECT INFORMATION

Dates Chipping Services Conducted: _____

Did you clear up to 100 feet of defensible space around your home(s)? YES NO

Chipping location(s) (defensible space cleared around homes:

Address(1) _____ City _____ State _____ Zip _____

Address(2) _____ City _____ State _____ Zip _____

Estimated number of homes protected by the clearing/chipping? _____

Estimated number of residents protected by the clearing/chipping? _____

Did you clear around your private road? YES name of road(s) _____ NO

Total lineal feet of roads improved for safety as a result of the clearing/chipping: _____

Total volume of material chipped (for each pile, measure the length, width and height) _____

Before and after photos submitted? YES NO (required for reimbursement)

I agree that the above information is true and correct to the best of my knowledge:

Name (print) _____ Title _____

Signature _____ Date _____

RCD Chipper Program Cost-Match and In-Kind Services Instructions

As a condition of providing these public services, the RCD must demonstrate that recipients of the chipping services are contributing matching funds through either in-kind or cash value assistance such as time spent clearing vegetation, paying a contractor to clear vegetation, preparing piles for chipping or meeting with local fire protection districts to discuss protect your property through creating defensible space and other actions.

As a recipient of grant funded chipping services or reimbursement funds, we ask that you complete the following form and submit it either with your reimbursement request or prior to the RCD scheduling chipping services for your neighborhood.

Please provide the following:

1. Copy of receipts paid to contractors for services related to the project not covered by reimbursement such as brush clearing or tree limbing.

AND/OR

2. In-kind services provided by landowners and/or the fire department in the following format:

Example form:

Date or range	Location	Name/title	Hrs	Tasks
3/23/19-3/26/19	250 4 th Ave, Felton	John and Sarah Smith , landowners	5	Brush clearing and tree limbing
3/15/2019	250 4 th Ave, Felton	John Smith, landowners	2	Provide recommendations on defensible space.
3/18/2019	250 4 th Ave, Felton	John Smith, landowners	1.5	Bids and hiring contractor (phone calls).
TOTAL HOURS			8.5	

Please use this form or your own form that contains the same required fields.

Date or range	Location	Name/title	Hrs	Task description
TOTAL HOURS				