

3792 - Stafford Drive Culvert

Application Details

Funding Opportunity:
3293-Virginia Community Flood Preparedness Fund - Project Grants - CY25 Round 6

Funding Opportunity Due Date: Dec 1, 2025 11:59 PM

Program Area: Virginia Community Flood Preparedness Fund

Status: Under Review

Stage: Final Application

Initial Submit Date: Nov 26, 2025 4:16 PM

Initially Submitted By: Michelle Manfrey

Last Submit Date:

Last Submitted By:

Contact Information

Primary Contact Information

Active User*: Yes

Type: External User

Name*: Ms. Michelle Middle Name Manfrey
Salutation First Name Last Name

Title:

Email*: michelle.manfrey@kimley-horn.com

Address*: 11400 Commerce Park Drive
#400

Reston Virginia 20191
City State/Province Postal Code/Zip

Phone*: 813-957-0638 Ext.
Phone
###-###-####

Fax: ###-###-####

Comments:

Organization Information

Status*: Approved

Name*: Kimley-Horn

Organization Type*:

Tax ID*: 56-0885615

Unique Entity Identifier (UEI)*: V8PKGG6NLKV6

Organization Website:

Address*: 421 Fayetteville Street Suite 600

Phone*: Raleigh North Carolina 27601-
City State/Province Postal Code/Zip
919-677-2000 Ext.
~~###-###-####~~

Fax: ~~###-###-####~~

Benefactor:

Vendor ID:

Comments:

VCFPF Applicant Information

Project Description

Name of Local Government*: City of Fairfax

Your locality's CID number can be found at the following link: [Community Status Book Report](#)

NFIP/DCR Community Identification Number (CID)*: 515524

If a state or federally recognized Indian tribe,

Name of Tribe:

Authorized Individual*: Melanie Zipp
First Name Last Name

Mailing Address*: 10455 Armstrong St
Address Line 1
Address Line 2
Fairfax Virginia 22030
City State Zip Code

Telephone Number*: 703-385-7850

Cell Phone Number*: 703-385-7850

Email*: melanie.zipp@fairfaxva.gov

Is the contact person different than the authorized individual?

Contact Person*: Yes

Contact: Satoshi Eto
First Name Last Name
10455 Armstrong St
Address Line 1
Address Line 2
Fairfax Virginia 22030
City State Zip Code

Telephone Number: 703-273-6073

Cell Phone Number: 703-273-6073

Email Address: Satoshi.Eto@fairfaxva.gov

Enter a description of the project for which you are applying to this funding opportunity

Project Description*:

As a continuation of the CFPF-funded Mosby Woods Floodplain Improvements Study conducted in 2024, the City of Fairfax is requesting funding for the development of construction documents for the culvert crossing Stafford Drive. These construction documents will be developed based on the recommended alternative of the Mosby Woods Floodplain Improvements Study, which is the addition of floodplain bench culvert barrel to assist with flooding at the Mosby Woods Condominium neighborhood.

Low-income geographic area means any locality, or community within a locality, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service. A project of any size within a low-income geographic area will be considered.

Is the proposal in this application intended to benefit a low-income geographic area as defined above?

Benefit a low-income geographic area*: No

Information regarding your census block(s) can be found at census.gov

Census Block(s) Where Project will Occur*: 1005, 1007, 1011, 1012, 1013

Is Project Located in an NFIP Participating Community?* Yes

Is Project Located in a Special Flood Hazard Area?* Yes

Flood Zone(s) (if applicable): Zone AE

Flood Insurance Rate Map Number(s) (if applicable): 5155240002E

Eligibility CFPF - Round 4 - Projects

Eligibility

Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?

Local Government*: Yes
Yes - Eligible for consideration
No - Not eligible for consideration

Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?

Resilience Plan*: Yes
Yes - Eligible for consideration under all categories
No - Eligible for consideration for studies, capacity building, and planning only

If the applicant is not a town, city, or county, are letters of support from all affected local governments included in this application?

Letters of Support*: N/A
Yes - Eligible for consideration
No - Not eligible for consideration
N/A - Not applicable

Has this or any portion of this project been included in any application or program previously funded by the Department?

Previously Funded*: No
Yes - Not eligible for consideration
No - Eligible for consideration

Has the applicant provided evidence of an ability to provide the required matching funds?

Evidence of Match Funds*: Yes
Yes - Eligible for consideration
No - Not eligible for consideration
N/A - Match not required

Scoring Criteria for Flood Prevention and Protection Projects - Round 4

Scoring

Category Scoring:

Hold CTRL to select multiple options

Project Category*: All other projects

Is the project area socially vulnerable? (based on ADAPT Virginia's Social Vulnerability Index Score)

Social Vulnerability Scoring:

Very High Social Vulnerability (More than 1.5)

High Social Vulnerability (1.0 to 1.5)

Moderate Social Vulnerability (0.0 to 1.0)

Low Social Vulnerability (-1.0 to 0.0)

Very Low Social Vulnerability (Less than -1.0)

Socially Vulnerable*: Very High Social Vulnerability

Is the proposed project part of an effort to join or remedy the community's probation or suspension from the NFIP?

NFIP*: No

Is the proposed project in a low-income geographic area as defined below?

"Low-income geographic area" means any locality, or community within a locality, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified

opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service. A project of any size within a low-income geographic area will be considered.

Low-Income Geographic Area*: No

Projects eligible for funding may also reduce nutrient and sediment pollution to local waters and the Chesapeake Bay and assist the Commonwealth in achieving local and/or Chesapeake Bay TMDLs. Does the proposed project include implementation of one or more best management practices with a nitrogen, phosphorus, or sediment reduction efficiency established by the Virginia Department of Environmental Quality or the Chesapeake Bay Program Partnership in support of the Chesapeake Bay TMDL Phase III Watershed Implementation Plan?

Reduction of Nutrient and Sediment Pollution*: No

Does this project provide “community scale” benefits?

Community Scale Benefits*: More than one census block

Expected Lifespan of Project

Expected Lifespan of Project*: Over 20 Years

Comments:

Scope of Work - Projects - Round 4

Scope of Work

Upload your Scope of Work

Please refer to Part IV, Section B. of the grant manual for guidance on how to create your scope of work

Scope of Work*:

CID515524_CityofFairfax_CFPF-2_Section A - Organizational Information.pdf

Comments:

This document contains organizational data, including the Scope of Work Narrative, Project Grant Supporting Documentation, Application Form, Project Area Map, FIRMs, Scope of Services, and Certified Floodplain Manager (CFM) Certification.

Budget Narrative

Budget Narrative Attachment*: CID515524_CityofFairfax_CFPF-2_Section B - Budget Information.pdf

Comments:

This document includes the Project Budget Narrative, Budget Narrative Template, Funding Request Authorization, and Documentation of Available Funding. Please see compiled grant application document for any additional information.

Scope of Work Supporting Information - Projects

Supporting Information - Projects

Provide population data for the local government in which the project is taking place

Population*: 26340.00

Provide information on the flood risk of the project area, including whether the project is in a mapped floodplain, what flood zone it is in, and when it was last mapped. If the property or area around it has been flooded before, share information on the dates of past flood events and the amount of damage sustained

**Historic Flooding data and
Hydrologic Studies*:**

CID515524_CityofFairfax_CFPF-2_Historic Flooding.pdf

Include studies, data, reports that demonstrate the proposed project minimizes flood vulnerabilities and does not create flooding or increased flooding (adverse impact) to other properties

No Adverse Impact*:

CID515524_CityofFairfax_CFPF-2_Mosby Woods Floodplain Improvements Study.pdf

Include supporting documents demonstrating the local government's ability to provide its share of the project costs. This must include an estimate of the total project cost, a description of the source of the funds being used, evidence of the local government's ability to pay for the project in full or quarterly prior to reimbursement, and a signed pledge agreement from each contributing organization

**Ability to Provide Share of
Cost*:**

CID515524_CityofFairfax_CFPF-2_Section B - Budget Information.pdf

A benefit-cost analysis must be submitted with the project application

Benefit-Cost Analysis*:

CID515524_CityofFairfax_CFPF-2_Cost-Benefit Analysis.pdf

If applicable, provide the Department with the current floodplain ordinance by link or attachment.

**Local Floodplain Management
Regulations:**

CID515524_CityofFairfax_CFPF-2_Floodplain Ordinance.pdf

Provide a list of repetitive loss and/or severe repetitive loss properties. Do not provide the addresses for the properties, but include an exact number of repetitive loss and/or severe repetitive loss structures within the project area

**Repetitive Loss and/or Severe
Repetitive Loss Properties*:**

CID515524_CityofFairfax_CFPF-2_Repetitive Loss Properties.pdf

Describe the residential and commercial structures impacted by this project, including how they contribute to the community such as historic, economic, or social value. Provide an exact number of residential structures and commercial structures in the project area

**Residential and/or Commercial
Structures*:**

The Mosby Woods Condominium neighborhood is impacted by the flooding in this area and will be impacted by the flood mitigation efforts of this project.

The following information has been sourced from the Mosby Woods Neighborhood Website:

The Mosby Woods Condominium is the largest neighborhood in the City and holds historical significance as one of the first multi-use communities to be developed in Fairfax County, before City-County boundaries were adjusted to what they are today. For this grant application it is assumed that there are 537 housing units in the project area.

If there are critical facilities/infrastructure within the project area, describe each facility

Critical Facilities/Infrastructure*:

In addition to the Mosby Woods Condominium neighborhood, the primary critical infrastructure in the project area is Stafford Drive and the Stafford Drive culvert, the subject of this grant application package. Stafford Drive is a primary access to and from the Mosby Woods neighborhood and the Stafford Drive culvert is the only means of stream crossing under Stafford Drive.

Explain the local government's financial and staff resources. How many relevant staff members does the local government have? To what relevant software does the local government have access? What are the local government's capabilities?

Financial and Staff Resources*:

The City of Fairfax has limited capability for in-house engineering design for large scale culvert and roadway projects, to include floodplain and riverine hydraulic modeling, underscoring their need for assistance on this project.

If the project proposed does not employ a nature-based or hybrid solution and the total project cost is greater than \$2 million, describe at least one alternative that could reasonably address the issue identified. Please also consider the No Action Option as a third alternative as part of the analysis. Explain these alternatives and the reason the proposed project was selected.

Alternatives:

Identify and describe the goals and objectives of the project. Include a description of the expected results of the completed project and explain the expected benefits of the project. This may include financial benefits, increased awareness, decreased risk, etc.

Goals and Objectives*:

The overarching goal of this project is to design and develop construction documents for a culvert with increased capacity to provide relief to the Mosby Woods Condominium neighborhood. Expected results of this project are increasing the floodplain culvert's hydraulic capacity and mitigating flood risk to nearby residential areas. For more information on goals and tasks of this proposed project, please see the Kimley-Horn scope of services included as part of this grant application package. For more information on expected results of this project, please see the Mosby Woods Floodplain Improvements Study.

Outline a plan of action laying out the scope and detail of how the proposed work will be accomplished with a timeline identifying expected completion dates. Determine milestones for the project that will be used to track progress. Explain what deliverables can be expected at each milestone, and what the final project deliverables will be. Identify other project partners

Approach, Milestones, and Deliverables*:

CID515524_CityofFairfax_CFPF-2_Scope of Work Narrative and Scope of Services.pdf

Where applicable, briefly describe the relationship between this project and other past, current, or future resilience projects. If the applicant has received or applied for any other grants or loans, please identify those projects, and, if applicable, describe any problems that arose with meeting the obligations of the grant and how the obligations of this project will be met

Relationship to Other Projects*:

The project proposed as part of this grant application package is the second phase of resilience and flood mitigation efforts in the Mosby Woods Condominium neighborhood. The relationship between this project, the Mosby Woods Floodplain Improvements Study (received funding through Round 3 CFPF Grant), and the Stafford Drive Stream Restoration are described in further detail in the Scope of Work Narrative section of this grant application package.

The City has applied for two grants in Round 3, one grant in Round 4, four grants in Round 5, and is applying for two grants in Round 6. This project, similar to the other grant applications awarded to the City, will be coordinated regularly to ensure the project is meeting the requirements of the agreement and will be delivered on time. Any anticipated delays over the course of the project will be discussed during regular project coordination calls.

For ongoing projects or projects that will require future maintenance, such as infrastructure, flood warning and response systems, signs, websites, or flood risk applications, a maintenance, management, and monitoring plan for the projects must be provided

Maintenance Plan*:

CID515524_CityofFairfax_CFPF-2_Maintenance Plan.pdf

Describe how the project meets each of the applicable scoring criteria contained in Appendix B. Documentation can be incorporated into the Scope of Work Narrative

Criteria*:

A copy of Appendix D with projected scoring has been included in Section D of this grant application package and additional information regarding projected scoring has been included in this compiled grant application package. Additional information can also be found in the Kimley-Horn scope of services.

Budget

Budget Summary

Grant Matching Requirement*:	All other Projects - Fund 50%/Match 50%
Is a match waiver being requested?	
Match Waiver Request	No
Note: only low-income communities are eligible for a match waiver.	
*:	
Total Project Amount (Request + Match)*:	\$209,457.96 **This amount should equal the sum of your request and match figures
REQUIRED Match Percentage Amount:	\$104,728.98

BUDGET TOTALS

Before submitting your application be sure that you meet the match requirements for your project type.

Match Percentage:	
50.00%	
Verify that your match percentage matches your required match percentage amount above.	
Total Requested Fund Amount:	\$104,728.98
Total Match Amount:	\$104,728.98
TOTAL:	\$209,457.96

Personnel

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

Fringe Benefits

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

Travel

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

Equipment

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

Supplies

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

Construction

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

Contracts

Description	Requested Fund Amount	Match Amount	Match Source
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Engineering Services (Kimley-Horn and DMY)	\$104,728.98	\$104,728.98	Cash
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	\$104,728.98	\$104,728.98	
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Maintenance Costs

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

PreAward and Startup Costs

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

Other Direct Costs

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

Long and Short Term Loan Budget - Projects - VCFPF

Budget Summary

Are you applying for a short term, long term, or no loan as part of your application?

If you are not applying for a loan, select "not applying for loan" and leave all other fields on this screen blank

Long or Short Term*: Not Applying for Loan

Total Project Amount: \$0.00

Total Requested Fund Amount: \$0.00

TOTAL: \$0.00

Salaries

Description	Requested Fund Amount
No Data for Table	

Fringe Benefits

Description	Requested Fund Amount
No Data for Table	

Travel

Description	Requested Fund Amount
No Data for Table	

Equipment

Description	Requested Fund Amount
No Data for Table	

Supplies

Description	Requested Fund Amount
No Data for Table	

Construction

Description	Requested Fund Amount
No Data for Table	

Contracts

Description	Requested Fund Amount
No Data for Table	

Other Direct Costs

Description	Requested Fund Amount
No Data for Table	

Supporting Documentation

Named Attachment	Required Description	File Name	Type	Size	Upload Date
Detailed map of the project area(s) (Projects/Studies)	Project Area Map	CID515524_CityofFairfax_CFPF-2_Project Area Map.pdf	pdf	549 KB	11/26/2025 03:24 PM
FIRMette of the project area(s) (Projects/Studies)	FIRMette	CID515524_CityofFairfax_CFPF-2_FIRMette.pdf	pdf	936 KB	11/26/2025 03:25 PM
Historic flood damage data and/or images (Projects/Studies)	Historic Flooding Documentation. For additional information, please see the Mosby Woods Floodplain Improvements Study included in this application package.	CID515524_CityofFairfax_CFPF-2_Historic Flooding.pdf	pdf	1 MB	11/26/2025 03:26 PM
A link to or a copy of the current floodplain ordinance	City of Fairfax Floodplain Ordinance	CID515524_CityofFairfax_CFPF-2_Floodplain Ordinance.pdf	pdf	545 KB	11/26/2025 03:26 PM
Maintenance and management plan for project	This project is intended to develop construction plans for the Stafford Drive culvert. As such, a maintenance plan is not applicable to this project at this time.	CID515524_CityofFairfax_CFPF-2_Maintenance Plan.pdf	pdf	209 KB	11/26/2025 03:27 PM
A link to or a copy of the current hazard mitigation plan	Northern Virginia Hazard Mitigation Plan (Annex 3, City of Fairfax)	CID515524_CityofFairfax_CFPF-2_Hazard Mitigation Plan.pdf	pdf	2 MB	11/26/2025 03:28 PM
A link to or a copy of the current comprehensive plan	City of Fairfax 2035 Comprehensive Plan	CID515524_CityofFairfax_CFPF-2_Comprehensive Plan.pdf	pdf	1019 KB	11/26/2025 03:28 PM
Social vulnerability index score(s) for the project area	Social Vulnerability Scores for Project Area	CID515524_CityofFairfax_CFPF-2_SVI.pdf	pdf	693 KB	11/26/2025 03:30 PM
Authorization to request funding from the Fund from governing body or chief executive of the local government	Funding Request Authorization from Melanie Zipp, Acting City Manager	CID515524_CityofFairfax_CFPF-2_Funding Request Authorization.pdf	pdf	104 KB	11/26/2025 03:30 PM

Named Attachment	Required Description	File Name	Type	Size	Upload Date
Signed pledge agreement from each contributing organization					
Maintenance Plan	This project is intended to develop construction plans for the Stafford Drive culvert. As such, a maintenance plan is not applicable to this project at this time.	CID515524_CityofFairfax_CFPF-2_Maintenance Plan.pdf	pdf	209 KB	11/26/2025 03:31 PM

Benefit-cost analysis must be submitted with project applications over \$2,000,000. in lieu of using the FEMA benefit-cost analysis tool, applicants may submit a narrative to describe in detail the cost benefits and value. The narrative must explicitly indicate the risk reduction benefits of a flood mitigation project and compares those benefits to its cost-effectiveness.

Benefit Cost Analysis

Other Relevant Attachments	Stafford Drive Culvert Compiled Grant Application Sections A (Organizational Data), B (Budget Data), and C (Additional Checklist Requirements). Supplemental Data has been included as attachments under "Letters of Support" due to file size restrictions.	CID515524_CityofFairfax_CFPF-2_Compiled Grant Application_Sections A B C.pdf	pdf	43 MB	11/26/2025 03:44 PM
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Letters of Support

Description	File Name	Type	Size	Upload Date
Appendix D - Scoring Criteria	CID515524_CityofFairfax_CFPF-2_Appendix D - Scoring Criteria.pdf	pdf	257 KB	11/26/2025 04:08 PM
Mosby Woods Floodplain Improvements Study	CID515524_CityofFairfax_CFPF-2_Mosby Woods Floodplain Improvements Study.pdf	pdf	65 MB	11/26/2025 03:45 PM
Stafford Drive Stream Restoration Construction Documents	CID515524_CityofFairfax_CFPF-2_Stafford Drive Stream Restoration Construction Documents.pdf	pdf	124 MB	11/26/2025 03:41 PM

Resilience Plan

Resilience Plan

Description	File Name	Type	Size	Upload Date
City of Fairfax 2024 Flood Preparedness and Resilience Plan	CID515524_CityofFairfax_CFPF-2_Resilience Plan.pdf	pdf	81 MB	11/26/2025 03:46 PM