

3767 - Chilhowie Townwide Stormwater Study

Application Details

Funding Opportunity:

3294-Virginia Community Flood Preparedness Fund - Study 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: Dec 1, 2025 11:49 AM

Initially Submitted By: James Martin

Last Submit Date:

Last Submitted By:

Contact Information

Primary Contact Information

Active User*: Yes

Type: External User

Name*: Mr. James Brian Martin
Salutation First Name Middle Name Last Name

Title: Town Manager

Email*: bmartin@chilhowieva.gov

Address*: 325 East Lee Highway

P.O. Box 5012

Chilhowie Virginia 24319
City State/Province Postal Code/Zip

Phone*: 276-646-3232 Ext.
Phone
###-###-####

Fax: 276-646-3012
###-###-####

Comments:

Organization Information

Status*: Approved

Name*: Town of Chilhowie

Organization Type*: Local Government

Tax ID*: 54-6001212

Unique Entity Identifier (UEI)*: Y51EDL7NR293

Organization Website:

Address*: 325 East Lee Highway
P.O. Box 5012

Chilhowie Virginia 24319-
City State/Province Postal Code/Zip

Phone*: 276-646-3232 Ext.
###-###-####

Fax: 276-646-3012
###-###-####

Benefactor:

Vendor ID:

Comments:

VCFPF Applicant Information

Project Description

Name of Local Government*: Town of Chilhowie

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

NFIP/DCR Community Identification Number (CID)*: 510185

If a state or federally recognized Indian tribe,

Name of Tribe:

Authorized Individual*: Brian Martin
First Name Last Name

Mailing Address*: P.O. Box 5012
Address Line 1
325 East Lee Highway
Address Line 2
Chilhowie Virginia 24319
City State Zip Code

Telephone Number*: 276-646-3232

Cell Phone Number*: 276-759-3012
Email*: bmartin@chilhowieva.gov

Is the contact person different than the authorized individual?

Contact Person*: No

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

Project Description*:

The Town of Chilhowie will complete a comprehensive townwide drainage study to map stormwater assets, assess system conditions, identify major flooding points, and develop prioritized, costed mitigation projects. The study will guide long-term resilience by recommending green and traditional infrastructure solutions to reduce flooding, protect property, and support community safety.

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*: Yes

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

Census Block(s) Where Project will Occur*: Town of Chilhowie, VA

Is Project Located in an NFIP Participating Community?* Yes

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

Flood Zone(s) (if applicable): SFHA (Zone A and AE), Floodway AE

Flood Insurance Rate Map Number(s) (if applicable): 51173C0220D, 51173C0210D, 51173C0215D

Eligibility - Round 4

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

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

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

Scope of Work - Studies - 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*:

SCOPE OF WORK NARRATIVE.pdf

Comments:

Please find attached Scope of Work Narrative and proposal from term contract consultant, to support this application.

Budget Narrative**Budget Narrative Attachment*:**

BUDGET NARRATIVE.pdf

Comments:

Please find attached Budget Narrative to support this application.

Scoring Criteria for Studies - Round 4

Scoring

Revising floodplain ordinances to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This must include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variances. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.

Revising Floodplain

No

Ordinances*:

Select

Creating tools or applications to identify, aggregate, or display information on flood risk or creating a crowd-sourced mapping platform that gathers data points about real-time flooding. This could include a locally or regionally based web-based mapping product that allows local residents to better understand their flood risk.

Mapping Platform*:

Yes

Select

Conducting hydrologic and hydraulic studies of floodplains. Applicants who create new maps must apply for a Letter of Map Revision or a Physical Map Revision through the Federal Emergency Management Agency (FEMA).

Hydrologic and Hydraulic

No

Studies*:

Select

Funding of studies of statewide and regional significance and proposals will be considered for the studies listed below - Up to 45 points

Studies and Data Collection of Statewide and Regional Significance Scoring:

Updating precipitation data and IDF information (rain intensity, duration, frequency estimates) including such data at a sub-state or regional scale on a periodic basis. (45)

Regional relative sea level rise projections for use in determining future impacts. (45)

Vulnerability analysis either statewide or regionally to state transportation, water supply, water treatment, impounding structures, or other significant and vital infrastructure from flooding. (45)

Flash flood studies and modeling in riverine regions of the state. (45)

Statewide or regional stream gauge monitoring to include expansion of existing gauge networks. (45)

New or updated delineations of areas of recurrent flooding, stormwater flooding, and storm surge vulnerability in coastal areas that include projections for future conditions based on sea level rise, more intense rainfall events, or other relevant flood risk factors. (45)

Regional flood studies in riverine communities that may include watershed scale evaluation, updated estimates of rainfall intensity, or other information. (45)

Regional hydrologic and hydraulic studies of floodplains. (45)

Studies of potential land use strategies that could be implemented by a local government to reduce or mitigate damage from coastal or riverine flooding. (40)

Other proposals that will significantly improve protection from flooding on a statewide or regional basis (35)

**Studies and Data Collection of
Statewide and Regional
Significance*:**

Studies of potential land use strategies that could be implemented by a local government to reduce or mitigate damage from coastal or riverine flooding

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*:

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*:

Yes

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

Comments:

Scope of Work Supporting Information - Studies

Scope of Work Supporting Information

Is the proposed study a new study or updates on a prior study?

New or Updated Study*: New Study

Describe the relationship of the study to the local government's needs for flood prevention and protection, equity, community improvement, identification of nature-based solutions or other priorities contained in this manual

Relationship of Study to Priorities Contained in this Manual*:

This application relates to the following Priorities contained in the Manual:

- 1) Studies and Data Collections of Regional Significance
- 2) Other relevant flood prevention and protection studies
- 3) Pluvial Studies

Describe the qualifications of the individuals or organizations charged with conducting the study or the elements of any request for proposal that define those qualifications

Qualifications of Individuals

Conducting Study*:

If awarded funding from the CFPF program the Town plans to utilize the current on-call term contract to hire a consultant who has previously demonstrated the expertise and experience in conducting similar studies.

Consultants on the term contract were procured in accordance with the Virginia Public Procurement Act. The consultant will work with and report to the Town's project management team which is expected to include Town employees from the administration and public works departments. Members of this team will include at least one or more people who have successfully managed and administered projects funded through various State and Federal funding programs.

Describe the expected use of the study results in the context of the local resilience plan or, in the case of regional plans, how the study improves any regional approach

Expected use of Study Results*:

The study will result in an inventory of existing infrastructure and drainage channels to serve as the basis for identifying projects to reduce flooding in high priority (repeat flooding) areas. Projects will be prioritized and given order of magnitude cost estimates. This information will serve as the basis of future funding applications.

If applicable, describe how the study may improve Virginia's flood protection and prevention abilities in a statewide context (type N/A if not applicable)

Statewide Improvements*:

N/A

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

Repetitive Loss and/or Severe Repetitive Loss Properties*: Repetative Loss Areas Chilhowie.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 these structures in the project area

Residential and/or Commercial Structures*:

As this is a Townwide study, focusing on multiple watersheds, there are potentially many residential, commercial and historic properties that will be impacted.

As indicated in the Letter from the Town Manager (attached to this application): The Town of Chilhowie faces long-standing and increasingly severe flooding and stormwater drainage problems that impact residents, businesses, essential services, and community institutions. Heavy rain events routinely cause standing water along Whitetop Road and Railroad Avenue, halting operations for major employers and restricting access across Town; they also deposit debris that block storm drains and causes recurring maintenance burdens and operational delays. In residential areas such as Church Street, inadequate drainage channels send stormwater rushing into the Town's only medical clinic and into nearby homes, worsening erosion and threatening critical utilities. Historic and community-serving facilities, including the First Baptist Church and the Loaves & Fishes Food Pantry, experience repeated flooding or prolonged pooling of stormwater, resulting in property damage, loss of function, and public health concerns. As noted by the Town's Public Works Department, these persistent issues disrupt traffic, damage infrastructure, and continue to worsen despite incremental improvements, underscoring the urgent need for comprehensive stormwater mitigation and investment to protect Chilhowie's residents, economy, and essential services.

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

Critical Facilities/Infrastructure*:

See Attached PDF titled "Critical Facilities" for a list of Public Properties that are subject to flooding.

Budget

Budget Summary

Grant Matching Requirement*:

LOW INCOME - Flood Prevention and Protection Studies - Fund 90%/Match 10%

Is a match waiver being requested?

Match Waiver Request No

Note: Only low-income communities are eligible for a match waiver

*:

I certify that my project is in a low-income geographic area: Yes

Total Project Amount (Request + Match)*: \$500,000.00
**This amount should equal the sum of your request and match figures

REQUIRED Match Percentage Amount: \$50,000.00

BUDGET TOTALS

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

Match Percentage:

10.00%

Verify that your match percentage matches your required match percentage amount above.

Total Requested Fund Amount: \$450,000.00

Total Match Amount: \$50,000.00

TOTAL: \$500,000.00

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
No Data for Table			

Supplies

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

Construction

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

Contracts

Description	Requested Fund Amount	Match Amount	Match Source
Civil Engineering Consultant	\$450,000.00	\$50,000.00	Town Funds
	\$450,000.00	\$50,000.00	

Pre-Award and Startup Costs

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

Other Direct Costs

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

Supporting Documentation

Supporting Documentation

Named Attachment	Required Description	File Name	Type	Size	Upload Date
Detailed map of the project area(s) (Projects/Studies)	Exhibit showing the Town Boundary, Flood Zones, Opportunity Zone and watershed areas that will be the priority focus of the study.	20252235_Town-of-Chilhowie_Watershed-Drainage-Area-Map.pdf	pdf	1 MB	11/26/2025 09:07 AM
FIRMette of the project area(s) (Projects/Studies)	Current Flood Insurance Rate Maps covering the Town of Chilhowie	20252235_Town-of-Chilhowie_FEMA-Flood-Maps.pdf	pdf	49 MB	11/25/2025 09:36 AM
Historic flood damage data and/or images (Projects/Studies)	Flooding Photo documentation	PHOTOS.pdf	pdf	990 KB	11/25/2025 10:03 AM
A link to or a copy of the current floodplain ordinance	Portion of the Town of Chilhowie Code related to floodplains	Chilhowie-Town-Code-FLOODPLAIN ORDINANCE.pdf	pdf	331 KB	11/25/2025 09:40 AM
Maintenance and management plan for project	Maintenance Plan/Future Use	Maintenance Plan.pdf	pdf	29 KB	11/25/2025 09:42 AM
A link to or a copy of the current hazard mitigation plan	The Town is included in the Mount Rogers Planning District's Pre Disaster Hazard Mitigation Plan. The applicable sections of the plan are attached.	Current Hazard Mitigation Plan.pdf	pdf	17 MB	11/25/2025 09:44 AM
A link to or a copy of the current comprehensive plan	Town of Chilhowie Comprehensive Plan	Chilhowie-Comprehensive-Plan-2025-Final-Draft.pdf	pdf	3 MB	11/25/2025 09:50 AM
Social vulnerability index score(s) for the project area	Social Vulnerability Classification Documentation	Social Vulnerability Classification.pdf	pdf	140 KB	11/25/2025 09:46 AM

Named Attachment	Required Description	File Name	Type	Size	Upload
					Date
Authorization to request funding from the Fund from governing body or chief executive of the local government	CFPF Funding Application Authorization Letter from Town Manager	Town of Chilhowie_CFPF Authorization Letter.pdf	pdf	64 KB	11/25/2025 09:46 AM
Signed pledge agreement from each contributing organization	Letter from Chilhowie Town Manager Authorizing submission of the funding application which includes a 10% match to be provided by Town funds.	Town of Chilhowie_CFPF Authorization Letter.pdf	pdf	64 KB	11/26/2025 09:08 AM
Maintenance Plan	Maintenance Plan	Maintenance Plan.pdf	pdf	29 KB	11/25/2025 09:47 AM
<i>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.</i>					
Benefit Cost Analysis	Benefit Cost Analysis	Benefit Cost Analysis.pdf	pdf	28 KB	11/25/2025 09:47 AM
Other Relevant Attachments	Map showing area of the Town that have recurring flooding issues, and are thus high priority areas of focus for the study	DRAFT_Chilhowie Overview Map with Priority Areas Marked NOV 2025.pdf	pdf	342 KB	11/26/2025 11:37 AM

Letters of Support

Description	File Name	Type	Size	Upload Date
Attachment in response to question: If there are critical facilities/infrastructure within the project area, describe each facility	Chilhowie Critical Facilities.pdf	pdf	60 KB	11/26/2025 11:40 AM
Support Letters	Support Letters_Combined.pdf	pdf	173 KB	11/25/2025 09:48 AM