

DNR Urban & Community Forestry

2014 Grant Programs

Micki McNaughton
Urban Forestry Special Project Coordinator
Washington State Department of Natural Resources
www.dnr.wa.gov/urbanforestry



WASHINGTON STATE DEPARTMENT OF
Natural Resources

UCF Grants Available in 2014

- Community Forestry Assistance Grant
- Community Forestry Tree Inventory Grant
- Tree City USA Tree Planting Grant

What do they have in common?



- Federal funds
- Deadlines

Proposals Due	4:00pm PDT, February 28, 2014
Proposals Evaluated	March 2014
Notification to Applicants	March 15, 2014
Finalize Contract	April 2014
Period of Contract Performance	April 1, 2014 – May 31, 2015
Final Report & Request for Reimbursement	June 30, 2015

What do they have in common?



- Federal funds
- Deadlines
- Contact people

Here's who to ask for help:



Nicki Eisfeldt
Grants Coordinator

Here's who to ask for help:



Ben Thompson
Urban Forestry Specialist

Here's who to ask for help:



Linden Lampman
Program Manager

What do they have in common?



- Federal funds
- Deadlines
- Contact people
- Reporting requirements

Mid-year Report

- Progress toward goal
- Challenges and how those are addressed
- Request for partial reimbursement



Final Report

- Final project plans
- Finalized maintenance plan
- Request for final payment

Both are required!

What do they have in common?



- Federal funds
- Deadlines
- Contact people
- Reporting requirements
- Application form & budget worksheet

#1



2014 Community Forestry Assistance Grant Proposal APPLICATION FORM

Project name (five words or less) _____
Location (City) _____ Tree City USA Y N
Name of Applicant (Organization) _____
Daytime Phone # _____ Applicant's Federal I.D. Number _____
Address of Applicant _____
City _____ State _____ Zip _____
Contact Person _____ Daytime Phone # _____
Fax # _____ E-mail Address _____

Brief Description of Project and Objective:

Is this project currently funded through another entity? Yes No
Was this project previously funded through another entity? Yes No

DNR funds requested from budget work sheet \$ _____
Applicant share from budget work sheet \$ _____
In-kind share from budget work sheet \$ _____
Cash share from budget work sheet \$ _____
Total amount of project from budget work sheet \$ _____

By signing this grant proposal application form, the undersigned agrees that all information is accurate to the best of their knowledge.

Name and Title of Authorized Representative _____ Date _____
Signature of Authorized Representative _____ Date _____

Three parts to a grant application

#2



BUDGET WORKSHEET

Applicant _____
Project Name _____

Table with 6 columns: ITEM, Grant, Applicant, In-Kind, Cash, TOTAL. Multiple rows for item entry.

Community Forestry Assistance Grant requests must be a minimum of \$3,000 and may not exceed \$10,000.

#3 Grant narrative

Allowable Expenses

Eligible

- All costs listed must be project-related.
- Necessary and reasonable costs to complete the project.
- A consultant or intern.
- 501(c)3 non-profit staff salaries for work directly related to the project only.
- Project-specific computer software.

VS

Ineligible

- Staff salaries for government, educational institutes or tribes.
- Overhead more than 10% of the total project cost.
- Construction or fabrication.
- Capital expenses such as purchase of land.
- Equipment, including computer hardware.
- Refreshments.
- Any disapproved items from the budget worksheet.
- Tree seedlings.

What do they have in common?



- Federal funds
- Deadlines
- Contact people
- Reporting requirements
- Application form & budget worksheet
- No match required
- Agreement must be signed before work is started
- Funding source must be acknowledged



"Funds for this project were provided by the USDA Forest Service Urban and Community Forestry Program, administered through the State of Washington Department of Natural Resources Urban and Community Forestry Program."



What do they have in common?



- Federal funds
- Deadlines
- Contact people
- Reporting requirements
- Application form & budget worksheet
- No match required
- Agreement must be signed before work is started
- Funding source must be acknowledged
- **No extensions!**

Community Forestry Assistance Grant

- Community Forestry Assistance grants provide financial assistance to communities to help them achieve a self-sustaining community forestry program.
- CFA grants may be awarded to local government, 501(c)(3) nonprofit organizations, educational institutions, or tribal governments.
- CFA grants range from a minimum of \$3,000 to a maximum of \$10,000.



WASHINGTON STATE DEPARTMENT OF
Natural Resources
Peter Goldmark - Commissioner of Public Lands

Community Forestry Assistance Grant Request for Applications

Funds for this grant are made available through the USDA Forest Service, administered by the Department of Natural Resources (DNR) Urban and Community Forestry Program.

PERIOD OF PERFORMANCE
April 1, 2014 – May 29, 2015

**CONTENTS OF THIS REQUEST
FOR QUALIFICATIONS &
QUOTATIONS**

1. Introduction
2. General Information
3. Proposals
4. Proposal Contents
5. Evaluation and Grantee Award

Attachments:

- Application Form
- Budget Sheet

APPLICANT ELIGIBILITY
This grant is open to local governments, 501(c)(3) nonprofit organizations, educational institutions, or tribal governments.

GRANT CONTACT
Urban Forestry Program
Washington State Department of
Natural Resources

1111 Washington St SE
MS 47037
Olympia, Wa 98504-7037

Phone: 360-902-1330 or 800-523-
TREE
FAX: 360-902-1757
E-mail: urban_forestry@dnr.wa.gov

PROPOSAL DUE DATE & TIME
4:00PM PDT, FEBRUARY 28, 2014

Program Development

- Policy Development
- Ordinance Development
- Management Plan
- Tree Board Development
- Canopy Assessment
- Operations Manual

Educational Outreach

- Reference Library
- Curriculum Development
- Public Workshops
- Research
- Public Education Programming

Special Projects

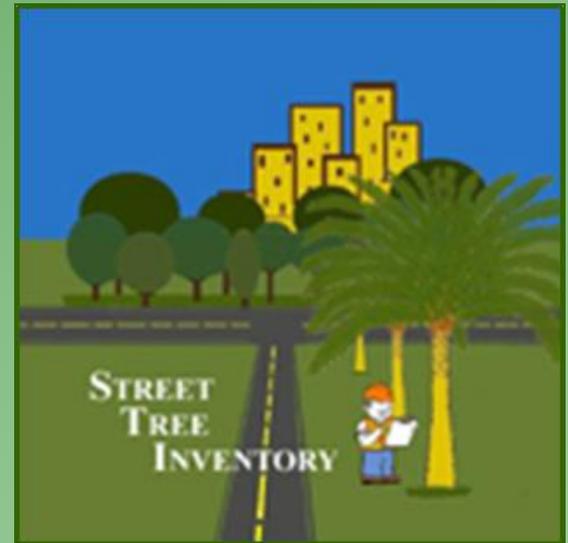
What is specific to this grant?

- May be used for canopy assessment, but not for tree inventories.
- Requires an InterAgency or Cooperative Agreement.
- Multiple invoices for reimbursement are possible.
- Billable work ***may not*** begin until the Agreement is signed!



Community Forestry Tree Inventory Grant

- Community Forestry Tree Inventory grants are a partnership to provide an inventory of trees on public property which will be used as a basis for managing a community's urban forest.
- Inventory grants may be awarded to local government, 501(c)(3) nonprofit organizations, educational institutions, or tribal governments.
- Value of inventory grants may be up \$10,000; approximately 2500 trees.





WASHINGTON STATE DEPARTMENT OF
Natural Resources
Peter Goldmark - Commissioner of Public Lands

Community Forestry Tree Inventory Grant Request for Applications

Funds for this grant are made available through the USDA Forest Service, administered by the Department of Natural Resources (DNR) Urban and Community Forestry Program.

PERIOD OF PERFORMANCE
April 1, 2014 – May 29, 2015

CONTENTS OF THIS REQUEST FOR APPLICATIONS

1. Introduction
2. General Information
3. Project Purpose and Scope
4. Commitment
5. Proposal Evaluation
6. Evaluation and Grantee Award Application

APPLICANT ELIGIBILITY
This grant may be awarded to local units of government, educational institutions, or tribal governments.

GRANT CONTACT
Urban Forestry Program
Washington State Department of
Natural Resources

PROPOSAL DUE DATE & TIME
4:00PM PDT, FEBRUARY 28, 2014

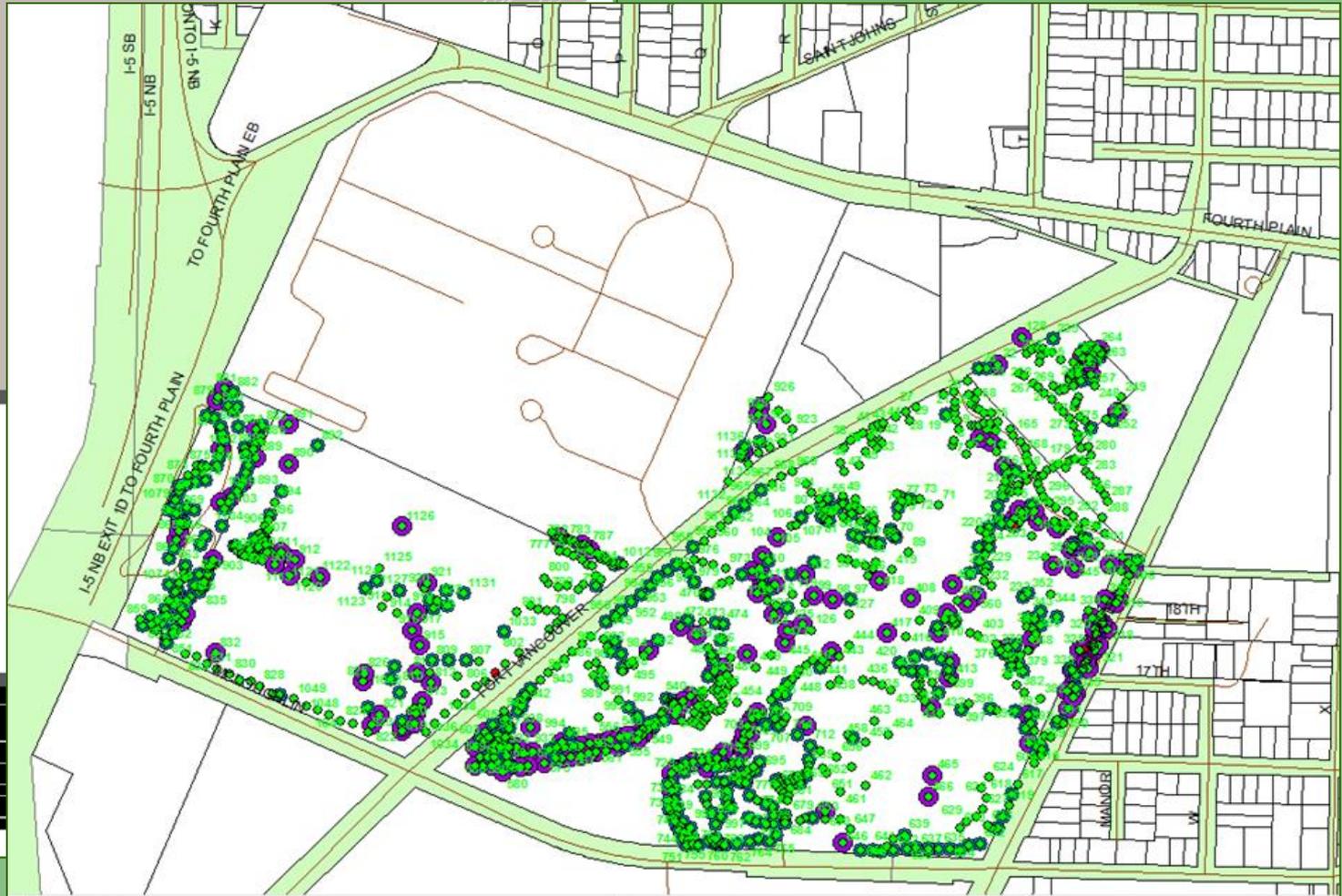
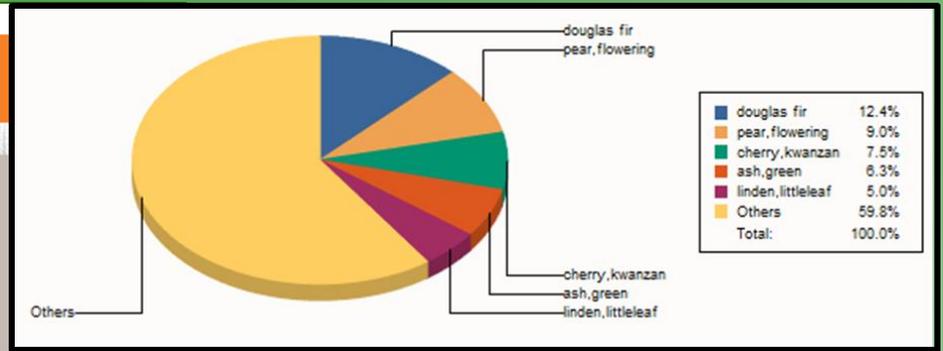
1111 Washington St SE
MS 47037
Olympia WA 98504-7037

Phone: 360-902-1330
Toll-Free: 800-523-TREE
FAX: 360-902-1757
E-mail: urban_forestry@dnr.wa.gov

- Street trees
- Trees on public property
- Housing authorities
- College campuses
- School districts

Clark College Washington Department of Natural Resources Urban and Community Forestry Inventory Summary

For:
Skip Jimerson
Grounds Manager
1933 Fort Vancouver Way
Vancouver, WA 98663



What is specific to this grant?

- Jurisdiction or organization must provide aerial imagery.
- Work is performed by a contractor hired by DNR.
- Contractor provides a report summarizing inventory findings and recommendations.
- Requires development of a workplan that incorporates the findings and recommendations of the inventory report.
- Requires a Memorandum of Understanding.
- Inventory work by contractor will not begin until MOU is signed.

Tree City USA Tree Planting Grant

- Tree City USA Tree Planting grants help communities build canopy coverage through focused tree planting projects.
- TCUSA Tree Planting grants are awarded only to Tree City communities.
- Maximum funding is \$5,000.





WASHINGTON STATE DEPARTMENT OF
Natural Resources
Peter Goldmark - Commissioner of Public Lands

Tree City USA Tree Planting Grant Request for Applications

Funds for this grant are made available through the USDA Forest Service, administered by the Department of Natural Resources (DNR) Urban and Community Forestry Program.

PERIOD OF PERFORMANCE

April 1, 2014 – May 29, 2015

APPLICANT ELIGIBILITY

Tree City USA Tree Planting Grants are available only to Tree City USA (TCUSA) communities or those communities that demonstrate that they will become a Tree City within the current year. Nonprofit organizations, educational institutions, or tribal governments may apply in partnership with TCUSA communities. Community tree volunteer groups and neighborhood associations, while not directly eligible to apply, are encouraged to develop projects in conjunction with an eligible entity.

PROPOSAL DUE DATE & TIME
4:00PM PDT, FEBRUARY 28, 2014

CONTENTS OF THIS REQUEST FOR GRANT APPLICATION

1. Introduction
 2. General Information
 3. Proposals
 4. Proposal Contents
 5. Evaluation and Grantee Award Application Form
- Budget Worksheet
Attachments
- A. Maintenance Plan Template
 - B. Standards and Specifications

GRANT CONTACT

Urban Forestry Program
Washington State DNR
1111 Washington St SE
MS 47037
Olympia, WA 98504-7037

Phone: (360)902-1330
Toll Free: (800) 523-TREE
FAX: (360) 902-1757
E-mail: urban_forestry@dnr.wa.gov

- Replacement planting
- Storm recovery
- Increase community canopy coverage
- Special projects



Woodberry Park

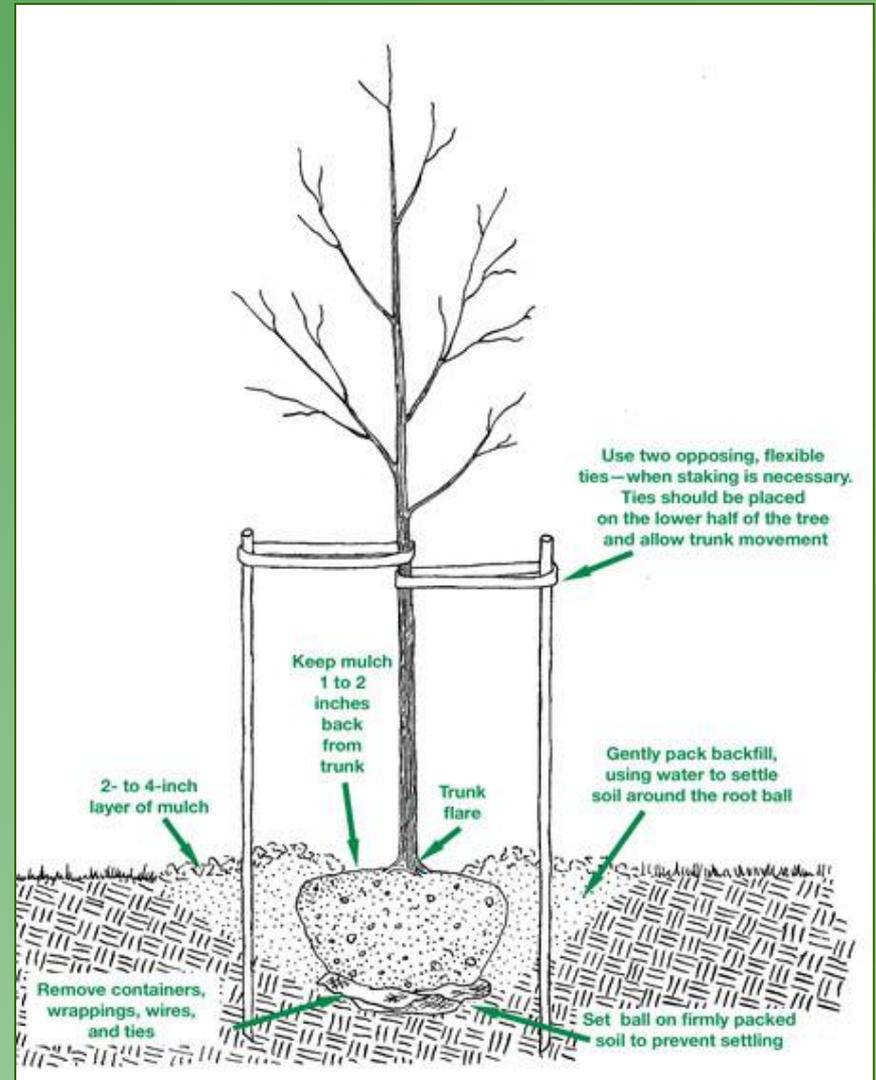
2222 Druid Park

SEROTINE BERRY (LH)
 CHERRY LANCEOL (Rr)
 VINCENOT LASC (Rr)
 DANLIPP HYDRONICA (Hh)
 CLOUS GEL-VALY HEDDE (Hh)



What is specific to this grant?

- Planting plan must follow industry standards for species diversity.
- Requires a three-year maintenance plan for the planting project.
- Requires an InterAgency or Cooperative Agreement.
- Billable work may not begin until Agreement is signed.



www.dnr.wa.gov/urbanforestry



URBAN & COMMUNITY FORESTRY PROGRAM

WASHINGTON STATE URBAN AND COMMUNITY FORESTRY PROGRAM

The Washington State Urban and Community Forestry (UCF) Program provides technical, educational and financial assistance to Washington's cities and towns, counties, non-profit organizations, and associations. [Learn more!](#)



Celebrate Arbor Day!
The most fun part of being a Tree City USA is observing Arbor Day, and honoring our communities' trees. Each community chooses its own special day to celebrate trees in its own special way, which may include proclamations and tree planting. [The Arbor Day Foundation](#) offers ideas for activities and materials to help you and your neighbors celebrate Arbor Day locally. You may also [request a Washington Community Forestry Council or DNR representative to attend your community's event](#) and present the Arbor Day Award. National Arbor Day is the last Friday in April (April 25, 2014) and Washington State Arbor Day is the second Wednesday of April (April 9, 2014).



Urban Wood Utilization
Urban waste wood is an often overlooked component of urban forest management. Trees that are chipped, sawn into firewood, or dumped after routine tree removals or land development projects have the potential to be recycled and utilized for a higher and better use. [The Urban Wood Utilization Feasibility Study](#) assesses the feasibility of developing an urban waste wood program in Western Washington where wood donated by local communities will be turned into useable products through a training program at a regional correctional center. The report is accompanied by a [Field Guide](#) for municipal employees considering using urban waste wood.



Apply For An Urban Forestry Grant — Grants Are Available In 3 Categories
[The grant resources page](#) provides all the information you need including applications for our 2014 [Community Forestry Assistance](#), [Public Tree Inventory](#), and [Tree City USA Tree Planting grants](#). Visit the page to find application materials and currently funded projects. [Click here](#) to find information about mid and final grant reports, grant guidelines, and more.



The Washington Community Forestry Council (the Council) advises the Department of Natural Resources on policies and programs related to community and urban forestry. The Council would like to recognize exceptional leadership, creativity, cooperation and stewardship toward the goals of urban and community forestry in Washington by encouraging nomination of individuals, organizations, community groups, and businesses for a Council award.

CONTACTS

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Linden Lampman
Urban and Community Forestry Program Manager
360-902-1703
linden.lampman@dnr.wa.gov

FILES

RELATED LINKS

Urban and Community Forest Resources

- [PNW Urban Forestry Online Tech Transfer](#)
- [Urban and Community Forestry Strategic Plan 2009 \(74KB PDF\)](#)
- [Washington Arboriculture Exchange Program Description \(336KB PDF\)](#)
- [Washington Arboriculture Exchange Program \(WAEP\) Application \(1.234KB DOC\)](#)
- [A Guide to Community and Urban Forestry Programs \(523KB PDF\)](#)
- [Urban Tree Risk Management](#)
A Community Guide to Program Design and Implementation
- [eLearn: Urban Forestry](#)
Ten online distance-learning modules

Tree Link Newsletter

- [Special Edition January 2014 Tree Link Newsletter](#)
- [January 2014 Tree Link Newsletter](#)
- [November 2013 Tree Link Newsletter](#)
- [Tree Link Bulletin 2011 - Don't Top Trees \(555KB PDF\)](#)

Tree City USA

- [DNR Tree City USA Resource Page](#)

COMMUNITY FORESTRY ASSISTANCE GRANT RESOURCES



DNR's [Urban and Community Forestry Program](#) partners with the United States Department of Agriculture (USDA) Forest Service Urban and Community Forestry Program to offer grant opportunities to Washington cities and non-profits for projects relating to Urban Forestry.

Grants applications may now be submitted for the 2014 grant season. **Applications are due February 28, 2014 by 4:00 p.m.**

There are three grant opportunities available, [Community Forestry Assistance Grants](#), [Public Tree Inventory Grants](#), and [Tree City USA Tree Planting Grants](#). Full applications may be found in the sidebar on this page. A link to a list of funded grants may be found at that bottom of the sidebar.

COMMUNITY FORESTRY ASSISTANCE GRANTS FUNDED IN 2013

2013 Grant Timeline

- May 30, 2014 - Grant project expires
- June 30, 2014 - Grant final report and final invoices due

TREE INVENTORIES COMPLETED IN 2013

Nine Tree Inventory Grants awarded to six communities, one school district, one college and a non-profit. Each grantee received a summary of data reporting on the condition and assessed value of their public trees, as well as a recommendation on how to manage trees to address any problems that were identified. The numbers on this project were impressive; 15,643 trees inventoried with a cumulative assessment value of \$49,989,490.00 based on species, size, health, location within the landscape (most were street trees).

TREE PLANTING GRANTS FUNDED IN 2013

Ten Tree City USA Communities have committed to the long-term care and maintenance of trees in their community for the benefits that healthy trees provide.

Agreements

Agreements for new grantees will be distributed within a month of receiving your award. Please read through your agreements carefully. These agreements will be effective upon the signature of the DNR Resource Protection Division Manager's signature. If there are any questions or additions that need to be made, please contact us.

Initial Reimbursements

We ask that grantees submit invoices no more than 4 times during the period of performance. When invoicing DNR, please be sure to include:

- A brief update of the project with backup documentation and pictures, if available
- Submit an invoice from the city with an original signature

CONTACTS

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Forestry Program Manager
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FILES

RELATED LINKS

UCF Grant Opportunities

- [2014 Community Forestry Assistance Grant](#)
- [2014 Tree Inventory Grant](#)
- [2014 Tree City USA Tree Planting Grant](#)

Inventory Proposal Resources

- [Using A Street Tree Inventory](#)
- [A Community Guide to Urban Forest Inventories](#)
- [Guidelines for Developing and Evaluating Tree Ordinances](#)
Includes a section on inventories; why they are necessary for planning.
- [News release describing the value of tree inventories](#)

Application Review and Scoring

- Completeness
- Commitment
- Planning
- Support
- Impacts
- Budget
- Other Considerations



Tips for success



- Read the entire application packet thoroughly.
- Demonstrate commitment through match.
- Make sure that the application is complete before submitting.
- Submit one original and three copies.
- *Do not start work until the Agreement is signed.*



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Program Manager
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Team Urban Forestry, at your service!



*Washington Dept. of Natural Resources
Urban and Community Forestry Program*

1-800-532-8733

www.dnr.wa.gov/urbanforestry

*We look forward to working with you to help
your community's trees be the best they can be!*