



2013 Tree City USA Tree Planting Grant Program

Introduction

The United States Department of Agriculture (USDA) Forest Service Urban and Community Forestry Assistance Program is designed to partner with national and local organizations to provide a comprehensive approach to the stewardship of urban trees and forest resources. The Program provides financial and technical assistance to plan, protect, establish, and manage trees, forests, and related resources in urban settings. The goal is to restore and sustain the health and quality of the natural and human environments in urban areas. Washington State urban forestry assistance grants, including the 2013 Tree City USA Tree Planting Grant, are awarded through the program to encourage citizen involvement in creating and supporting sustainable urban and community forestry programs at the local level.

Background and Purpose

The mission of the Washington State Department of Natural Resources (DNR) Urban and Community Forestry Program is to provide leadership and assistance to communities that work to create self-sustaining urban and community forestry programs; programs that preserve, plant, and manage urban forests and trees for public benefits and quality of life.

The 2013 Tree City USA Tree Planting Grant Program seeks to further this mission by providing financial assistance to communities working to achieve the goal of a self-sustaining community forestry program by properly planting appropriate trees to increase canopy cover.

Grant requests may not exceed \$10,000. Matching funds, though not required, are encouraged as a demonstration of community commitment to the urban forestry program. Staff and volunteer time, tree planting materials, and other associated costs may be used as match. All projects must be completed by December 31, 2013.

Please note: Grant funding may not be used to purchase tree seedlings.

Proposals received by 4:00pm the previous day will be reviewed on the last business day of each month, i.e., proposals for consideration on March 29 must be received by 4:00pm March 28. Grant funding will be awarded until \$100,000 has been awarded to communities.

Eligible Grantees

Only Tree City USA communities are eligible for the Tree Planting Grant Program. Nonprofit organizations [501 (c)(3)], educational institutions, or tribal governments may apply in partnership with eligible communities. Communities that qualify for Tree City USA, but have not received recognition by the Arbor Day Foundation may apply for grant funds upon DNR approving a 2013 Tree City USA application. Please call the Urban and Community Forestry Program with questions. *Community tree volunteer groups and neighborhood associations, while not directly eligible to apply, are encouraged to develop projects in conjunction with an eligible community.*

Proposal Elements

1. Application Form

Please make sure that all information on the application form is complete and accurate.

2. Project and Planting Information

Proposal descriptive narrative shall not exceed two pages in addition to application form, maps, maintenance plan, and budget worksheet. Proposals should be based on an overall vision of sustaining and enhancing the community's vitality and livability by supporting an extensive, thriving urban forest that provides multiple aesthetic, social, ecological, and environmental benefits.

Narrative must include:

- Total number of trees to be planted
- Size of nursery stock (caliper)
- Planting stock type (i.e., balled & burlap, container, bare root)
- Species *
- General location of tree project
- Tree planting project map**
- Arborist inspection plan (for plant materials inspection, installation and post-planting review)***

Important points to address:

- Species diversity****
- Appropriate tree selection for the planting location (soils, climate, adjacent utilities, space available, etc.)
- Proper planting techniques
- Commitment to tree maintenance and care (may be located in comprehensive or strategic planning documents)
- Enhancing community canopy cover

*Because the purpose of this project is to increase community canopy, medium to large-maturing trees (i.e., trees with a mature height of greater than 30 feet) should be planted whenever appropriate. If small-growing trees (i.e., trees that mature to 25 feet in height or less) are utilized, please include an explanation about why small trees are appropriate for the site. Projects with medium to large-growing trees will receive greater consideration for grant funding .

**Maps and other supporting documentation are in addition to the narrative.

***Communities that do not have an arborist or urban forester on staff may hire a qualified consultant; consultant fees are considered an eligible grant expense.

****Recommended species diversity guidelines:

- No more than 20% of the same genus (e.g., Maple [*Acer*])
- No more than 10% of the same species (e.g., Red Maple [*Acer rubrum*])

Total # of Trees in Planting Project	Minimum # of Species in Project
1 to 8 trees	1 species
9 to 15 trees	2 species
16 to 30 trees	3 species
31 to 40 trees	4 species
41 to 50 trees	5 species
51 to 100 trees	6 species
101 to 200 trees	10 species

Table 1. Suggested minimum number of species for a given project size.

3. Required Maintenance Plan

All tree planting project proposals must include a detailed 3-year maintenance plan. The maintenance plan should address watering, pruning, damage control, pest and disease

management, and other routine and corrective actions. Suggested references for maintenance planning include:

- Guideline Specifications for Selecting, Planting, and Early Care of Young Trees. Brian Kempf & Ed Gilman. California Dept. of Forestry and Fire Protection.
- Tree Owner's Manual. US Forest Service Northeastern Area, State and Private Forestry.
- Best Management Practices - Tree Planting. International Society of Arboriculture
- ANSI A300 Part 6: Tree, Shrub and Other Woody Plant Maintenance – Standard Practices (Transplanting)

4. Desirable Attributes of a Successful Proposal

- Project encourages sustainable urban forestry through planning, good management, and proper tree care.
- Project contributes to sustaining, maintaining, and/or increasing local urban tree canopy.
- Project impacts water quality.
- Project uses trees and associated vegetation to reduce energy consumption.
- Project reduces urban heat island effects through increased canopy coverage.
- Project reduces air pollution or improves air quality through thoughtful use of trees.
- Project has an educational component that develops public awareness of the need for expanding and managing urban forest resources.
- Project targets tree planting in areas that will have high public health-related benefits.
- Number of trees to be planted is high in relation to the budget requested (high benefit-to-cost ratio).
- Project utilizes the largest trees possible for the proposed planting sites and demonstrates a clear preference for planting sites that are capable of supporting large trees.
- Project involves the greater community in tree planting activities.

2013 Tree City USA Tree Planting 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 # _____
(if different from above)

Fax # _____ E-mail Address _____

Brief Description of Project and Objective:

Is this project currently funded through another entity? <input type="checkbox"/> Yes <input type="checkbox"/> No Was this project previously funded through another entity? <input type="checkbox"/> Yes <input type="checkbox"/> No
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DNR funds requested	from budget work sheet	\$ _____
Applicant share provided	from budget work sheet	\$ _____
In-kind share	from budget work sheet	\$ _____
Cash donations	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

BUDGET WORKSHEET

Applicant

Project Name

ITEM	Grant Share	Applicant	In-Kind	TOTAL
TOTAL	\$	\$	\$	\$

Funds for this project are made possible through the USDA Forest Service in cooperation with the Washington State Department of Natural Resources Urban & Community Forestry Program. This is a one-time grant opportunity available to Washington's Tree City USA communities.