



Division of Forestry
 Community Forestry Program
GRANT APPLICATION
(PART I)

CFDA #10.675 Demonstration Tree Plantings or Orchard
 Projects

RETURN THIS FORM TO:
 Division of Forestry
 Attn: Josh Hightower
 550 West 7th Avenue, Suite 1450
 Anchorage, AK 99501
 Phone: (907) 269-8466
 Fax: (907) 269-8931
 Email: communityforestry@alaska.gov

Grants are intended to support projects that demonstrate new or innovative ways to grow trees in Alaska. This application is for a cost-share reimbursable grant. Applications must be returned by 5:00 p.m. on Friday, March 20, 2020.

APPLICANT INFORMATION

Name: _____ Home Phone: _____
 Contact Person, if organization: _____ Work Phone: _____
 Mailing Address: _____ Cell Phone: _____
 City, State, Zip: _____ Email: _____

Are you the landowner? Yes No

If you do not own the property, you must have the landowner's signed permission:

Landowner Name: _____ Landowner Phone: _____

 Landowner Signature Name and Title (print) Date

PROPERTY LOCATION (fill in the most applicable lines for your property, not all lines are required)

Address if different from mailing address above: _____
 Borough: _____ Parcel Number: _____
 Township: _____ N S (choose one) Range: _____ E W (choose one) Section: _____
 Legal Description: _____
 Latitude: _____ DD.dddd DMS (choose one) Longitude: _____ DD.dddd DMS (choose one)

PROPOSED PROJECT DESCRIPTION

Ownership Acreage: _____ Treatment Acreage: _____
 Description: (What do you propose to do and why)

APPLICANT'S REQUEST, AGREEMENT, ACKNOWLEDGEMENT, AND AUTHORIZATION

- I request cost-share assistance to meet the objective of the grant indicated above. I have not yet started this project and I understand that if I begin the project before receiving written approval, I may be denied funding.
- I acknowledge that all records and documents retained by the Division of Forestry related to this project may be subject to public disclosure under Alaska laws.
- I authorize a representative of the Division of Forestry to have access to the project site area.
- I have attached a State of Alaska Substitute Form W-9, which is required for reimbursement.

 Applicant Signature Date

This institution is an equal opportunity provider. This funding is made possible by the USDA Forest Service.



Division of Forestry
Community Forestry Program
GRANT APPLICATION
(PART II)

CFDA #10.675 Demonstration Tree Plantings or Orchard
Projects

RETURN THIS FORM TO:

Division of Forestry
Attn: Community Assistance Forester
550 West 7th Ave, Suite 1450
Anchorage, AK 99501
Phone: (907) 269-8466
Fax: (907) 269-8931
Email: communityforestry@alaska.gov

Instructions for applicant: Please fill out entire form and include separate attachments with your application if needed, Funds for this program are made available through the USDA Forest Service and are administered by the DOF Urban and Community Forestry Program.

Applications are due at the above address no later than: **5:00 p.m.** on: **Friday, March 20, 2020.**

Section I - ADDITIONAL REQUIRED INFORMATION

1. Project name (five words or less):

2. Total Grant Amount Requested for Trees:

3. Total Grant Amount Requested for Materials and Supplies:

4. Total Grant Amount Requested:

5. Project Duration:

Section II — PROPOSAL NARRATIVE

Applicants must address each item within the space provided.

1. ORGANIZATIONAL COMMITMENT

Describe how the goals, purpose, mission statement, and/or guiding principles of your organization support urban forest management.

2. PROJECT DESCRIPTION and DESIGN

Tell us about your project. Describe the purpose of the project and include clearly defined goals.

Describe the site and location, and why you selected it. Tell us how you selected the trees that you did.

Provide a timeline for the project with estimated dates of key project benchmarks. Include the required deliverables: progress and final reports to DNR, news release, and promotional article.

3. PROJECT INNOVATION/UNIQUE FEATURES

How will this project demonstrate new or innovative ways of growing trees in Alaska? Does the project demonstrate suitability or the testing of new species/varieties/cultivars of interest in Alaska? Describe any features unique to the project. Unique features could include, but are not limited to, new technology or techniques; new partnerships or cooperative ventures important to the success of the project; new community involvement activities.

4. POTENTIAL PROBLEM SOLVING

How does the project address a problem in the preservation, planting, or care of trees growing in Alaska's urban environment?

5. EDUCATION

How will the project increase understanding of the benefits of trees or community forests?

6. PARTICIPANTS

Who will participate and how? List individuals, agencies, or classrooms. If possible, please provide letters of support.

7. DELIVERABLES AND OUTCOMES

Applicant acknowledges that they are required to submit progress reports and a final report to DOF documenting the activities undertaken, challenges, and lessons learned, maps and other relevant graphics, and the deliverables and outcomes achieved.

Applicant acknowledges that they are required to distribute a formal news release, vetted by DNR staff, and with appropriate recognition of DOF and the USDA Forest Service.

Applicant acknowledge that upon project completion, they will provide a 400-500 word promotional article telling the story of their project, with references to DOF and the US Forest Service, local project partners, location, purpose, and outcomes, as well as provide 1-2 high quality images to accompany the article.

List some desired outcomes and how you will measure success. Provide a bulleted list of project deliverables. Deliverables are tangible products produced throughout the duration of the project.

Provide a bulleted list of expected outcome(s) for the project. Outcomes are qualitative indicators of project success.

Provide a bulleted list of metrics. Metrics are quantitative measures by which to evaluate project success.

8. IMPACTS

Describe how this project satisfies a local need. Clearly identify anticipated benefits of the project, outline how the project will be sustained long-term, and describe the degree to which the value of expected results exceeds initial project investments of time and money.

Section III -- Demonstration Project Tree Plantings Grant Detail

Successful applicants are encouraged to use an International Society of Arboriculture (ISA) Certified Arborist to inspect trees upon delivery, during installation and after planting. A list of ISA certified Alaska arborists can be found [here](#).

1. **Total number of trees to be planted** _____

2. **Tree Schedule:** In the following table, list the species, number, type, and size of trees that will be planted (Note: if more than 10 species will be planted, include a separate attachment to your application that includes the same details requested by this table)

Key	Tree Species/Cultivar (include botanical name and list cultivar if known)	(BB) balled & burlap (C) container (BR) bare-root	Caliper (in inches)	Number Planted	Cost per Plant	Cost
Total Tree Cost						

3. **Materials and Supplies:** Please list items you intend to purchase to aid you in the tree planting project, and their estimated price.

Materials and Supplies Item	Cost
Total Supplies Cost	

4. What factors were considered when selecting tree species and planting locations?

5. Describe any necessary site preparation; installation methods including planting depths and techniques; soil amendments (if any); strategies for staking and mulching; special equipment needed for planting; or other activities unique to your project.

Section IV – Three Year Maintenance Plan

Outline the methods, strategies, and frequencies for the following maintenance activities over a three-year timeframe:

- 1. Watering:** What is the source of water and what methods will be used (e.g. spigot and hose, drip hoses, water gators, etc.)? By whom? How often? What criteria will be used to determine if trees need more or less water? Who will determine the timing and application of watering? What quantity of water will be applied at each watering? How will the soil type influence trees' water needs? Will watering applications change over the three year timeframe?

Identify the individual responsible for implementing the 3-year maintenance plan to ensure tree survival in accordance with recognized ISA Best Management Practices, including the replacement of trees at the applicant's expense, if necessary. This may be city staff, community volunteer, or a contractor:

Name: _____ Title: _____

Phone: _____ Email: _____

- Applicant certifies that the above-named person possesses the expertise, technical ability, tools and other resources needed to personally maintain or assure the proper and continued maintenance of any trees planted with this grant funding, in accordance with ISA Best Management Practices for tree care, for at least a three-year period.

Applicants are encouraged to review the following guidelines that are consistent with industry best practices:

- Plant high quality trees that are appropriate for the site and meet the [American Standard for Nursery Stock 2014](#)
- Use [Plant a Tree: Alaska's Guide to Tree Selection, Planting, & Care](#) to plan and carry out your project. Request physical copies from the Community Forestry Program
- Guidelines for [tree maintenance in young trees](#)

Section V – Supporting Attachments

Applicants must provide a draft planting plan, aerial photos, or maps of the project location and proximity maps showing proposed locations of trees to be planted

- 1. Tree Planting Plan:** Draw here or attach a one-page drawing (or aerial map, such as [Google Earth](#)) for each planting site.



Checklist:

- North arrow and Scale (for example 1" = 10'- 0")
- Each new tree or shrub to be planted, include key designation from Tree Schedule
- Spacing between new trees -- be sure to include enough room for mature width (10' minimum for dwarf trees)
- Avoid planting near streets powerlines, underground utilities, or utility easements
- Show elements that will affect sun, shade, water, rooting area etc. (e.g. existing trees, nearby buildings, streets, parking areas, foot paths, property lines, retaining walls, fences, streams, bogs, and/or areas subject to flooding or standing water, snow storage areas)

Mission of the Alaska Community Forestry Program:

Help communities build effective, self-sustaining community forestry programs with strong local support.

Grants funds provided to the State of Alaska Division of Forestry from the USDA Forest Service.

"In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is also available in languages other than English.