

2008 COLORADO TREE COALITION GRANTS

INTRODUCTION

The CTC grants are made possible by the support and funding of the USDA Forest Service and the Colorado State Forest Service through the Urban and Community Forestry Assistance Act, providing for urban forestry education, technical assistance, and research.

In Colorado, the Colorado Tree Coalition (a 501C3 non-profit) administers the grant program with support from the Colorado State Forest Service.

PROGRAM OVERVIEW

Fund Total: In 2008, approximately \$20,000 will be distributed in the form of grants.

Minimum/Maximum Award: The minimum grant request is \$500; the maximum is \$2,000.

Application Deadline: Emailed by Friday, December 7, 2007. (No paper applications will be accepted).

Grant Cycle:

Application Distribution	<i>November 2007</i>	Grant Review	<i>December 2007 & January 2008</i>	Project Completion	<i>Sept. 30, 2008</i>
Application Due	<i>Dec. 7, 2007</i>	Successful Applicant Informed	<i>February 2008</i>	Documentation and Expense Reports Due	<i>October 31, 2008</i>

Matching Requirement: All grant funds must be matched equally (100%) by the applicant with non-federal cash funds. The matching funds may be private or public monetary contributions. The source of the matching funds must be identified. In-kind personnel and volunteer services are not eligible.

ELIGIBILITY

Eligible Applicants: State and local governments, school districts, community and neighborhood organizations, and private non-profit groups.

Eligible Projects: These grants are for tree-related projects and community forestry promotional activities only. **An educational component should be included in each project.** Projects which enhance good community tree planting, care or maintenance, are eligible. In general projects must be on public property, but projects on private property that provide public benefit and access are acceptable. In 2008, grant dollars will be divided into 4 tiers (*Management/Maintenance; Media; Tree Planting; and Xcel Utility*). The Review Team has the option to change the selected project tier.

PROJECT TIERS

1. **Management/Maintenance grants** can include tree-related research, tree inventories, management plans, and tree maintenance projects. Examples:
 - Structural pruning of small trees along a main street
 - Implementing an insect control program
 - Developing a community tree care plan

2. **Media grants** can include public relations activities, literature or video development or dispersal, and educational programs. Examples:
 - Develop or distribute a video on proper tree watering
 - Create a list for your community of good street trees
 - Interpretive signs for an arboretum or garden
 - Develop a program for your community on *Xeriscape*

3. **Tree Planting grants** can include street, arboretum, school or park tree planting projects. Examples:
 - Highlight some new tree varieties by planting them in your arboretum
 - Plant some new trees at a school involving the students in planting and care
 - Replant street trees in an older neighborhood that has lost many trees, involving the neighborhood
 - Plant trees at a focal highway interchange in your community

4. **Xcel Utility grants** are available for communities served by Xcel Energy and must be used for replacement or new planting projects under power lines using species from the approved Xcel Energy list. A list of eligible communities and tree species can be found at www.coloradotrees.org. Tree removal or line clearance activities are not eligible for these grants. Examples:
 - Replace existing taller tree species growing under power lines with approved shorter species
 - Install a new demonstration tree planting under transmission lines

Eligible Expenses: Eligible expenses must be tree-related only. Do not include expenses related to turf, shrubs, flowers, trail construction, recreational facilities and similar items.

APPLICATION PROCEDURE

To be considered for funding the attached grant application must be completely filled out in electronic format. The application and support material must be emailed back to keith.wood@colostate.edu by the grant application deadline.

REPORTING REQUIREMENTS

Documentation must be received *within 30 days* of the completion of the project. It can be in the form of photos, publications, videotapes, news releases, etc. **Photos, especially digital, and news articles are encouraged to use in future editions of the CTC Newsletter *Tree Talk*.** Letters of appreciation are also helpful in CTC's fundraising efforts. **Expense reports with actual costs are also due within 30 days of project completion.**

SUGGESTIONS FOR PREPARING A SUCCESSFUL APPLICATION

CTC grants are competitive. Because funding is limited, not receiving a grant does not imply that you submitted a poor project. Successful applications usually have a component of *each* of the **Selection Criteria** (listed in the grant application) as part of the project. (e.g. a good planting project with no community involvement or educational component will probably not be funded). Membership or involvement with the Colorado Tree Coalition is a plus.

The purpose of CTC grants is to promote community forestry. Grants should demonstrate and encourage proper tree species selection, species diversity, proper planting techniques, proper planting locations, and/or proper maintenance schedules and methods.

Read the application guidelines carefully before and after you prepare your proposal to insure that you have included everything. Check your application for typographical and calculation errors. Finally, have someone who isn't closely associated with the project read the guidelines and proposal before you submit it. This person is more likely to notice what may be missing, unclear, or unconvincing.

It is recommended that you confer with your local Colorado State Forest Service District Forester, a Colorado Tree Coalition representative, or your City Forester or Tree Board prior to submitting your application to make sure your application is technically acceptable for your community. Additionally, a completed, sample grant application can be viewed at www.coloradotrees.org.

CONTACTS

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