Division of Forestry

Community Forestry Program

GRANT APPLICATION

CFDA # 10.664 TreeVitalize Your School!

The intent of this grant opportunity is to raise awareness about the benefits of trees by planting on school grounds.
This application is for a 100% reimbursable grant.
Applications must be returned by March 4, 2022. Grants will be awarded on a competitive basis.

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, or if you own the property in partnership, you must have all landowners' 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: _____

Physical location description/directions: _____

Borough: _____   Parcel Number: _____

Legal Description: _____

Latitude: _____   DD.dddd   DMS   Longitude: _____   DD.dddd   DMS

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.

Type of applicant: ☐ Individual ☐ Partnership ☐ Organization ☐ Corporation ☐ Government agency ☐ Other (describe) _____

☐ Multi-parcel group application (names) _____

_____   _____
Applicant Signature   Date

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

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CFDA # 10.664 TreeVitalize your School!

Instructions for applicant: Please complete the entire form. Include separate attachments with your application if needed. Funds for this program are made available through the USDA Forest Service and administered by the Alaska Department of Natural Resources, Division of Forestry (DOF) Community Forestry Program.

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

1. Additional Required Information

1. Project and School or Organization Name (five words or less):

2. Maintenance and Operations Manager & Permission to plant trees at this location:

   Name/Title: E-mail:

   Address: Phone: Signature:

3. Tree Steward (person responsible for caring for trees for three years):

   Name/Title: E-mail:

   Address: Phone: Signature:

1.1 Project Information

4. Total Grant Amount Requested for Trees:

5. Total Grant Amount Requested for Supplies or materials:

6. Total Grant Amount Requested:

2. Project Details

2.1 Design - Tell us a little bit about your project. Describe the site and location, and why you selected it. Tell us how you selected the trees that you did.

2.2 Education - What learning activities will the project incorporate?

2.3 Participants - Who will participate and how? List individuals, organizations, or classrooms.

2.4 Maintenance plan - Proper care is very important, especially in the first three years after planting. What is the source of water (e.g. spigot and hose, drip hoses, water gators, etc)? Who will be responsible for watering and caring for the plants? If planting a fruit tree, how will you collect and distribute the harvest?

2.5 Wildlife - How will you protect the trees from moose, rabbits, voles, and other wildlife?

2.6 Project Timeline: Provide a timeline of planned activities, deliverables, performance measures, events, etc.

3. Deliverables and Outcomes:

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

Applicant acknowledges that if they issue formal news release it must first be approved by DOF staff and include appropriate recognition of DOF and the USDA Forest Service.
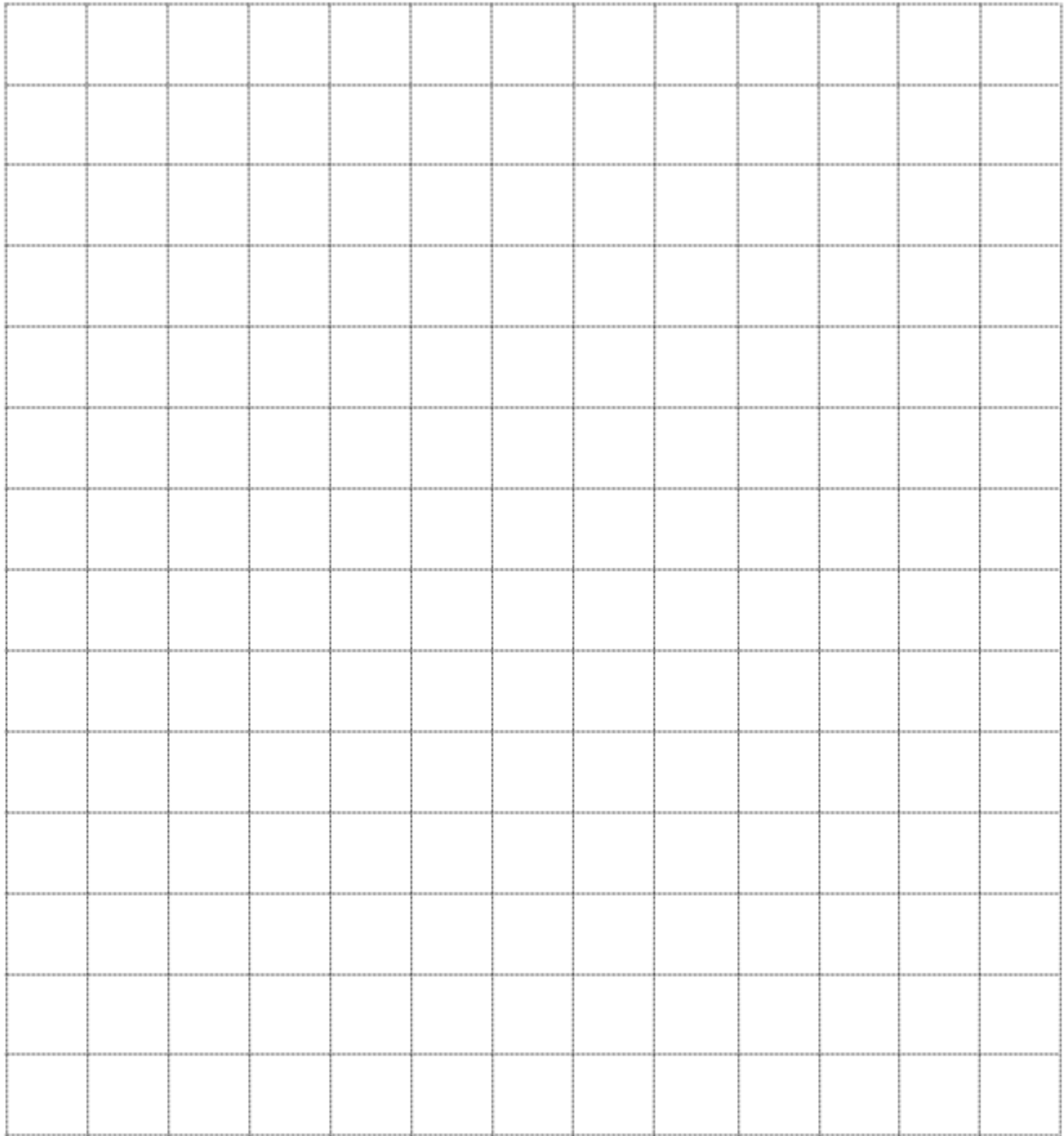
Successful grantees acknowledge that upon project completion, they will provide a short article telling the story of their project, with references to DOF and the USDA Forest Service, local project partners, location, purpose, and outcomes, as well as provide 1-2 high quality images to accompany the article.

3.1 Deliverables: 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.

3.2 Outcomes: Provide a bulleted list of expected outcomes for the project. Outcomes are qualitative indicators of project success.

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

4. Tree Planting Plan: *Draw here or attach a one-page drawing (or aerial map, such as google earth) for each planting site. If you are planting a tree indoors please include a description of the proposed location (greenhouse, atrium, other).*

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.

    avoid planting trees in unfenced area that could create a wildlife hazard.

    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)

5. Tree Schedule: *Identify the trees and shrubs you plan to plant, list the species, number, type, and size of trees that will be planted. If additional schedule area is need, edit schedule size or include a separate xeroxed attachment that includes the same details requested by these tables.*

Key	Tree Species/Cultivar (list cultivar if known)	Pot Size/ Bare Root	Number Planted	Cost per Plant	Cost
		Total Tree Cost		

6. Supplies & Materials: *Please list items you intend to purchase to aid you in the tree planting project and their estimated price. Eligible Items include mulch, stakes, hoses, gloves or other planting materials, and educational materials. If trees are planted indoors, grant funding may be used for the purchase of LED grow lights.*

Supply Item	Cost
Total Supplies Cost	