



2017 Arbor Day Community Grant Notice

The **NYS Urban Forestry Council** is pleased to announce available funding for small communities to have an Arbor Day tree planting event and to establish a community based forestry program. This funding has been provided by the USDA Forest Service and the NYS DEC Urban Forestry Program (and is NOT associated with the Arbor Day Foundation nor part of the NYS DEC EPF community grants program).

Grants of **up to \$1,000** will be awarded to communities or non-profits (that work in partnership with communities) to celebrate Arbor Day 2017 by both planting a tree (or trees) and forming a volunteer tree committee or tree board within the municipality. To be considered for a grant, please complete and return the enclosed application.

The intention of this grant is to help promote and establish a meaningful community forestry program. *Ineligible* for a grant are communities that are currently a Tree City USA, or those that have any component of the Tree City USA program such as a tree ordinance, tree board, inventory or management plan. Previous grant awardees are also ineligible.

Applications will be scored competitively and awarded from highest to lowest until the funding is exhausted. A portion (50%) of the amount awarded will be paid to the awardees upon return of a signed grant acceptance form. The remainder of the grant will be paid once a final report (brief summary of event, photos, receipts for expenditures and copies of materials related to the establishment and goals of a tree committee or board), is submitted.

Eligible expenses may include (but are not limited to) trees (see enclosed resources to help in selection), mulch, soil, stakes (if necessary for the site), printing of a program and advertising to publicize the event.

Applications are due by **February 28, 2017** and award recipients will be notified by the third week of March.

Thank you for your interest in trees and improving the environment within your community.

Sincerely,

David Moore, President
Brian Skinner, VP & Committee Chair

New York State Urban Forestry Council
PO Box 562, Lima, NY 14485
nysufc@gmail.com



Resources For Arbor Day Community Grants **NYS Urban Forestry/Arbor Day Community Grant Committee Members**

Andrew Hillman, Past President
NYS Urban Forestry Council
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Terry Hawkrige
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Resource Websites

- NYS Urban Forestry Council
<http://nysufc.org>
- Tree Planting resources:
<http://www.hort.cornell.edu/uhi/outreach/recurbtrees/pdfs/~recurbtrees.pdf>
- Cornell University, Urban Horticulture Institute website
<http://www.hort.cornell.edu/uhi/>
- Arbor Day Foundation
<http://www.arborday.org/>
- NYS DEC (Regional offices, contacts, etc.)
<http://www.dec.ny.gov/about/558.html>
- National Grid's "10,000 Trees...and Growing" program
https://www.nationalgridus.com/media/pdfs/safety/cm4494_treesafety.pdf



Application For Arbor Day Community Grant

Applications are due by February 28, 2017

Name of Municipality or applying entity: _____

Project Contact: _____

Address: _____

Email & Phone: _____

Municipal or non-profit fiscal contact: _____

Address: _____

Email & Phone: _____

Municipal Chief Elected official name: _____

Signature of official: _____

PLEASE PROVIDE:

- **Date of Arbor Day Event:** _____ *(Please note that your Arbor Day event date is not limited to the official NYS Arbor Day which is the last Friday of April)*
- **Participants:** List potential participants and how you will involve the public in this event.
- **Description of Project:** Include a brief description of your proposed project and why you should receive this grant. Include a list of trees to be planted. Please use the Resource list to contact a Committee member to confirm appropriateness of your tree selection.
- **Photos:** Please include a picture(s) of the site(s) where you will be planting.
- **Budget:** List approximate costs of trees and/or other necessary supplies and expenses.
- **Assistance with selection of tree species:** If you contacted an Arbor Day Grant Committee member or DEC forester for assistance let us know who/when.
- **Municipal Resolution:** a resolution must be submitted (upon award of grant) by the government entity where this project will be located. Sample resolutions are provided for your use.

Applications should be sent to:

NYS Urban Forestry Council PO Box 562 Lima, NY 14485
or via email to nysufc@gmail.com



Sample Resolutions

Sample Resolution of Support:

A resolution in the general format provided below must be passed at an official meeting of the governing body of the applicant. The original resolution, or a letter of intent to provide such prior to contract execution, must accompany the completed application. The resolution must be typed on the applicant's stationery, should have an original signature, and should hold the official seal (if available). The name of the applicant must be stated as it is recorded in the incorporation documents. Use the appropriate phrase in bold or brackets, depending on whether the applicant is a not-for-profit corporation, or municipality, respectively.

Authorizing Resolution:

I, Name, Title (Secretary, Notary) of the Village or City or Organization of Place, New York, do hereby certify that the following resolution was adopted at a Regular or Special meeting of the Governing body or Village Board or Board of Directors held on (Date), and is (incorporated in the original minutes of said meeting) or (on file and of record), and that said resolution has not been altered, amended or revoked and is in full force and effect.

RESOLVED:

That Official's Name, as Title of Village or City or Organization (Applicant), or such person's successor, is hereby authorized and directed to file an application for an Urban Forestry Council Arbor Day Program Community Grant in an amount not to exceed \$ 1,000 and upon approval of said request to enter into and execute a project agreement with the New York State Department of Environmental Conservation for such financial assistance to (City or Town or Organization Name) for (grant project name). (Signature of Secretary) OR (Signature of Clerk)
Seal of Organization (if unavailable-notarization is required) Seal of Municipality

Sample Municipal Endorsement:

The Municipal Endorsement is for non-municipal projects located on municipal property and must accompany the completed application. (Acceptable municipal endorsement for use when applicant is not a municipality.)

Resolution No. _____

WHEREAS, the **(applicant name)** is applying to the New York State Urban Forestry Council for an Arbor Day Program Community Grant to be located **(insert location)**, a site located within the territorial jurisdiction of this **(Board, Council or Legislature)**; and

WHEREAS, as a requirement of these programs, said **(type of applicant)** must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located", **NOW, THEREFORE**, be it resolved that the **(Board, Council or Legislature)** of **(municipality)** hereby does approve and endorse the application of **(applicant name)** for a grant from the NYS Urban Forestry Council for an Arbor Day Program Community grant project and located within this community. (Date of Adoption and Certification of Clerk)