**2020 NYS Urban Forestry Council**

**Quick Start Grant Notice**

The **NYS Urban Forestry Council** is pleased to announce available funding for communities to hold a 2020 Arbor Day tree planting event and to establish a community-based forestry program. Communities (and not-for-profits that work with communities) can apply for up to $1,000. Funding has been provided by the USDA Forest Service.

**Grant Goals:**

The intent of this grant is to help municipalities establish a community forestry program and move toward becoming a Tree City USA Community.

[Tree City USA](https://www.arborday.org/programs/treecityusa/?Trackingid=404) is a program of the Arbor Day Foundation. Please note that this Quick Start Grant is not associated with the Arbor Day Foundation nor is it part of the NYS Department of Environmental Conservation Urban and Community Forestry Grant Program funded by the NYS Environmental Protection Fund.

**Eligibility:**

Communities are eligible if they would like to attain Tree City Status but are lacking any of the components of the Tree City USA program. The four components of a Tree City USA program are having a tree ordinance, tree board, $2/capita budgeted for trees, and an annual Arbor Day celebration. Definitions and details of those components can be found on the [Tree City USA](https://www.arborday.org/programs/treecityusa/?Trackingid=404)

website.

Eligible projects include

* planting trees (see the recommended resources listed in this notice to facilitate tree species selections to support urban forestry species diversity)
* holding an Arbor Day ceremony (does not have to be on the official Arbor Day which is the last Friday in April - April 24th for 2020) but please plan for a spring event
* forming a volunteer tree committee within the municipality

Eligible expenses may include but are not limited to trees, mulch, soil, printing of a program, advertising to publicize the event.

Communities that are currently a Tree City USA or are a recipient of previous NYS Urban Forestry Council Arbor Day Community Grants are **ineligible.**

**Selection Process:**

Applications will be scored competitively and awarded from highest to lowest until the funding is exhausted. 50% of the amount awarded will be paid to the awardees upon return of a signed grant acceptance form and municipal resolution/endorsement.

The remainder of the grant will be paid once a final report is submitted. The final report should include a brief summary of event, photos, receipts for expenditures, copies of materials related to the Arbor Day event and/or establishment and goals of a tree committee or board.

**Deadlines and how to apply:**

Applications are due by **5pm on February 14, 2020** (see attached application).

Send completed applications to: **NYS Urban Forestry Council, PO Box 562, Lima, NY 14485**

**or via email to nysufc@gmail.com** (please put all information into one attachment).

Award recipients will be notified by mid-March.

If you have questions about your project or this grant opportunity, please contact a grant committee member listed in this notice.

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

Sincerely,

Karen Emmerich, Council President

Andrew Hillman, Grant Committee Chair

*New York State Urban Forestry Council*

*PO Box 562, Lima, NY 14485*

[nysufc@gmail.com](mailto:nysufc@gmail.com)

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**NYS UFC Quick Start Grant Committee Members**

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**Resource Websites**

* NYS Urban Forestry Council *(questions, contacts, references)* <http://nysufc.org>
* Tree Planting resources: *(tree species selections, planting suggestions)*

<http://www.hort.cornell.edu/uhi/outreach/recurbtree/pdfs/~recurbtrees.pdf>

* Cornell University, Urban Horticulture Institute website *(tree species info, planting suggestions)* <http://www.hort.cornell.edu/uhi/>
* Arbor Day Foundation *(tree species info, starting tree boards, Arbor day programs)*

<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 *(tree species, planting suggestions)*

<https://www.nationalgridus.com/media/pdfs/safety/cm4494_treesafety.pdf>

**Quick Start Grant Application**

Name of Municipality or non-profit entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email & Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipal or non-profit fiscal contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email & Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipal Chief Elected official: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**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 your event.
* **Description of Project:** Include a brief descriptionof your proposed project and why you should receive this grant. Include a list of trees to be planted. You are encouraged to contact a Grant Committee member, NYS DEC forester or ISA Certified Arborist for assistance Let us know if you do this- points are given for it.
* **Tree Committee/Board:** Describehow your newly formed committee/board will function and potential committee members and roles.
* **Photos:** Please include 1-4 pictures representative of the site(s) where you will be planting.
* **Budget:** Describe how you will spend the grant funds by listing estimated costs (purchase of trees, necessary supplies, etc.)
* **Municipal Resolution:** A resolution must be submitted from the government entity where this project will be located. Sample resolutions are provided on the next page. You may wait to do this until you receive award of a grant and submit it along with the grant agreement.

Send completed applications by February 14th to:

**NYS Urban Forestry Council, PO Box 562 Lima, NY 14485**

**or via email to** [nysufc@gmail.com](mailto:nysufc@gmail.com) (please put all information into one attachment if possible)

**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 Quick Start 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 Urban Forestry Council 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 signed grant agreement when grant is awarded.

**WHEREAS**, the **(applicant name)** is applying to the New York State Urban Forestry Council for a Quick Start 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 this grant, 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 a Quick Start grant project located within this community.

(Date of Adoption and Certification of Clerk)