2016 COLORADO TREE COALITION GRANTS

INTRODUCTION
Please note these important criteria for the grant program:
- The application continues to be electronic. All applications are emailed.
- The maximum grant amount is $2,000.
- 2015 grant recipients are not eligible for 2016 grants, but may reapply again in 2017.
- Applications from communities serving populations of less than 8,000 people will receive 5 extra points in our grant evaluation process.
- Applications that address emerald ash borer preparation, education or management will receive 5 extra points in the grant evaluation process.
- Applications that include a new or updated tree inventory that is uploaded to www.cotreeview.com will receive 5 extra points in the grant evaluation process. CO-TreeView is a web-based tree inventory and mapping tool used by Colorado foresters and arborists to record and visualize the location, species, and condition of the trees that make up Colorado's urban forests. This user-friendly tool, which allows users to view tree and planting site data at a variety of scales, enables proactive, data-driven forest management planning, grant solicitation, and public outreach in support of the conservation and enhancement of the state's community forests.

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 501(c)(3) non-profit, administers the grant program with support from the Colorado State Forest Service.

PROGRAM OVERVIEW
Fund Total: In 2016, we anticipate $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 4, 2015**. (No paper or faxed applications).

GRANT CYCLE – IMPORTANT DATES

Application Distribution: Early November 2015
Applications Due: December 4, 2015
Grant Review: December 2015 & January 2016
Successful Applicants Informed: February 2016
Project Completion: September 30, 2016
Documentation & Expense Report Due: September 30, 2016

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 2016, grant dollars will be divided into (3) tiers (*Management/Maintenance, Media, and Tree Planting*). 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 invasive species management plan and program
    *   Developing a community tree care plan
    *   Partial or complete tree inventories

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 an emerald ash borer outreach campaign for your community

3. **Tree Planting Grants** can include street, arboretum, school or park tree planting projects. These grants should emphasize a diverse species palette and proper planting. 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
    *   Replace ash trees with more suitable species as part of an overall emerald ash borer management plan (more information can be found here (add ash tree replacement website)

Eligible Expenses: Eligible expenses must be tree-related only. Do not include expenses related to turf, shrubs, flowers, trail construction, recreational facilities, food, merchandise 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 and grant close-out information must be received by **September 30, 2016**. 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.

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. (For example, 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 and diversity, proper planting techniques and 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 highly recommended that you confer with your local CSFS District Forester, a CTC representative, or your City Forester or Tree Board prior to submitting your application to insure that it demonstrates tree species selection and diversity, planting techniques and locations, and maintenance that is appropriate for your community. Additionally, a completed, sample grant application can be viewed at http://www.coloradotrees.org/programs.php#grants.

CONTACTS

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