

2023-2024 Community Forestry Assistance Grant *Informational Webinar*



WASHINGTON STATE DEPARTMENT OF
NATURAL RESOURCES

Webinar Instructions

- Please remain muted, we will take questions at the end of the presentation
- Participants can type questions into the chat box throughout the presentation or wait until the end to ask questions

An aerial photograph of a town, likely in a mountainous region, with a semi-transparent text box overlaid on the top half. The town below features a mix of residential houses, commercial buildings, and green spaces. In the foreground, a large, circular, light-colored building is prominent. The background shows rolling hills and mountains under a clear sky.

Our Mission is to:

Provide resources and leadership to create self-sustaining urban and community forestry programs that preserve, plant and manage forests and trees for public benefits.



Washington's Urban and Community Forestry Program provides assistance to preserve, plant and manage urban forests and trees for public benefits.

www.dnr.wa.gov/urbanforestry
www.dnrtreelink.wordpress.com



Important links!!



Educational:

- Resources, tools, BMPs, guides, etc.
- Training sessions



Technical:

- Strategies, plans, policies, ordinances, etc.



Financial:

- Arbor Day Reimbursements
- Community Forestry Assistance Grants

DNR Urban and Community Forestry Team



Ben Thompson,
Urban Forestry
Program Manager

Em Roberts,
Urban Forestry
Technician

Daria Gosztyla,
Urban Forest Inventory
& Assessment Specialist

Zach Mellema,
Urban Forest
Inventory Technician

Julia Kast,
Evergreen
Communities
Coordinator

Drew Lyons,
GIS Analyst

Garth Davis,
Forestry Program
Manager Spokane
Conservation District

Statewide
Based in Olympia

Western Region
Based in Olympia

Statewide
Based in Sequim

Statewide
Based in Bellingham

Statewide
Based in Kirkland

Statewide
Based in Tacoma

**Tech assistance to
Eastern Region**
Based in Spokane

Hiring Soon: Eastern Region Technician, Grants Manager, Education & Outreach Specialist, and Urban Forest Policy Specialist

2023 Community Forestry Assistance Grants Overview

- Grants of \$5,000 up to \$40,000 are available
- Total available amount is \$350,000
- Grants are available to local governments, 501(c)3 nonprofits, educational institutions, tribal governments and special taxing districts (Hospital Districts, Conservation Districts, Parks Districts).
- Match is required, but varies by location and project type
- Project dates must fall between: July 3, 2023 – May 31, 2024
- Application due date: Friday, March 31st, 2023– by 4:00 PM local time, Olympia, Washington
- New this year: Web-based application portal

2023 Community Forestry Assistance Grants Overview

SCHEDULE OF GRANT ACTIVITIES	
ISSUE REQUEST FOR APPLICATION DATE RFA IS POSTED ON PUBLIC WEBPAGE	March 1, 2023
APPLICATIONS DUE DEADLINE FOR DNR RECEIPT OF APPLICATIONS	March 31, 2023; 4:00 PM Local Time
EVALUATE APPLICATIONS PERIOD OF TIME WHEN APPLICATIONS WILL BE EVALUATED BY DNR	April 3 – April 21, 2023
NOTIFY SUCCESSFUL AND UNSUCCESSFUL APPLICANTS UNSUCCESSFUL APPLICANTS WILL BE NOTIFIED VIA EMAIL	April 24, 2023
FINALIZE GRANT AGREEMENT(S) DATE RANGE DNR EXPECTS GRANT AGREEMENTS TO BE FINALIZED	May 1 - June 30, 2023
BEGIN WORK DATE DNR EXPECTS THE WORK TO BEGIN	July 3, 2023
MIDTERM REPORT REPORT DUE DATE	December 29, 2023
END OF WORK DATE DNR EXPECTS THE WORK TO END	May 31, 2024
FINAL REPORT DUE FINAL DATE GRANTEEES MAY SUBMIT FINAL REPORT	May 31, 2024
THE AGENCY RESERVES THE RIGHT TO REVISE THE ABOVE SCHEDULE.	

*Page 6 of the
Request for
Applications (RFA)
Document*

Two funding sources:

1. General fund State dollars *and*
2. USDA Forest Service



“Funds for this project were provided by the USDA Forest Service Urban and Community Forestry Program, administered through the State of Washington Department of Natural Resources Urban and Community Forestry Program.”



WASHINGTON STATE DEPARTMENT OF
NATURAL RESOURCES

Direct web link to grants:

www.dnr.wa.gov/urbanforestry#grants-and-financial-assistance

Link to Application Form



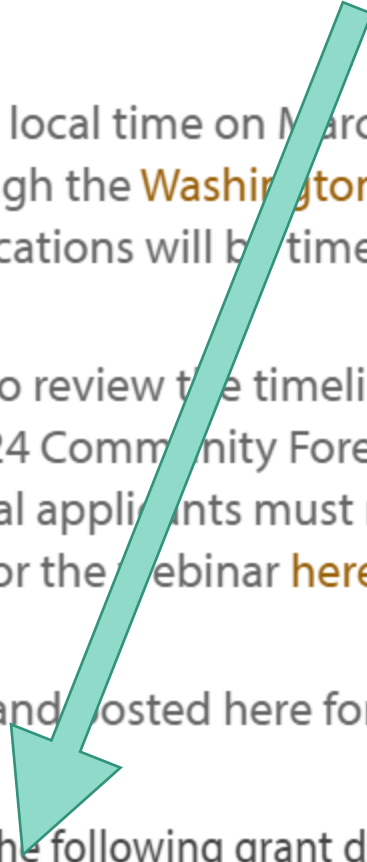
Applications are due by 4 p.m. local time on March 31, 2023. Applications must be submitted electronically through the [Washington Community Forestry Assistance Grant Submission Form](#). Applications will be timestamped upon submission.

We will be hosting a webinar to review the timelines, processes, and minimum requirements for the 2023-2024 Community Forestry Assistance Grants on Friday, March 10 at 10:00 AM. Potential applicants must register for the webinar in advance; those interested can register for the webinar [here](#).

The webinar will be recorded and posted here for download and viewing.

- Click below to download the following grant documents:
[Request for Application \(PDF\)](#)
[Request for Application \(Word\)](#)

Link to complete RFA/instructions





2023 Washington Community Forestry Assistance Grant

This application is open until Friday, March 31st, 2023 @ 4pm Pacific Time. Any applications submitted after this time will not be evaluated or eligible for funding.

The 2023 Community Forestry Assistance Grant through the [WA DNR Urban and Community Forestry Program](#) is an opportunity for environmental professionals and community advocates to collaborate on projects that address community-identified needs by leveraging the benefits of trees and forests.

Purpose of this grant opportunity:

The purpose of this grant is to assist communities to develop urban forest planning, programming tools, and activities that may not otherwise receive local funding. Projects are to improve management, care, and public engagement with trees growing in parks, natural areas, and along public rights-of-way. The projects should also address social and environmental disparities in Washington communities by investing in community-identified urban forestry needs advancing

All fields marked with an asterisk (*) are required. Forms with signatures must be signed, scanned, and attached as PDF documents. The proposal narrative must be filled out either within this form or on with Exhibit A - Project Proposal Form, Section II and attached. Failure to provide a proposal narrative will result in an incomplete application which will not be evaluated or eligible for funding.

Project Summary

Applicant Organization Name *

Employer Identification Number *

Applicant Contact Name *

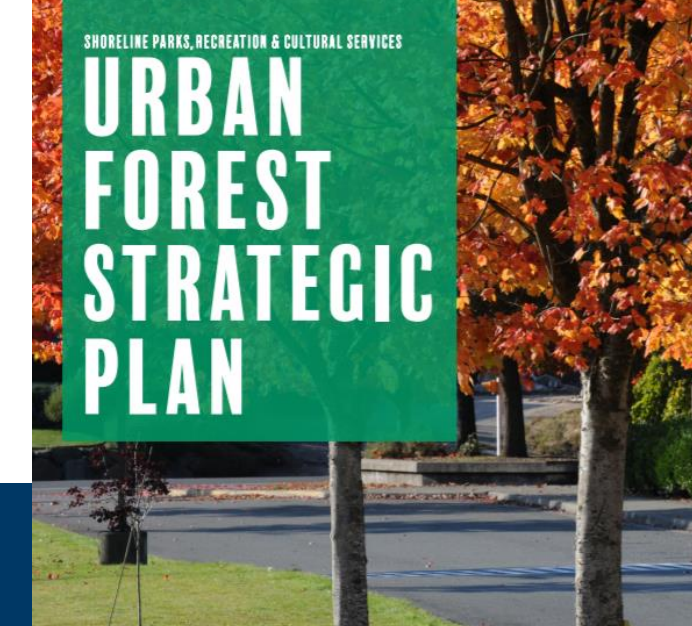
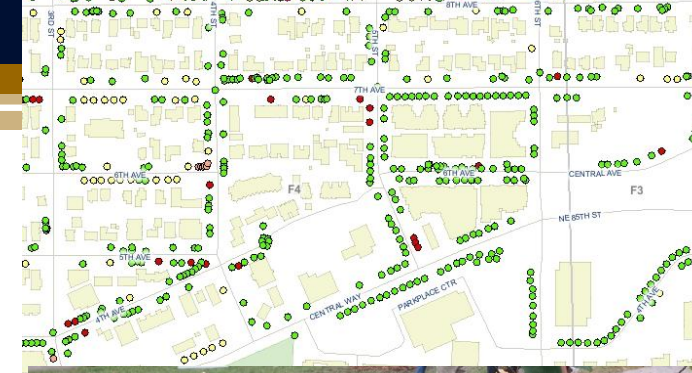
Applicant Contact Title *

Applicant Contact Email *

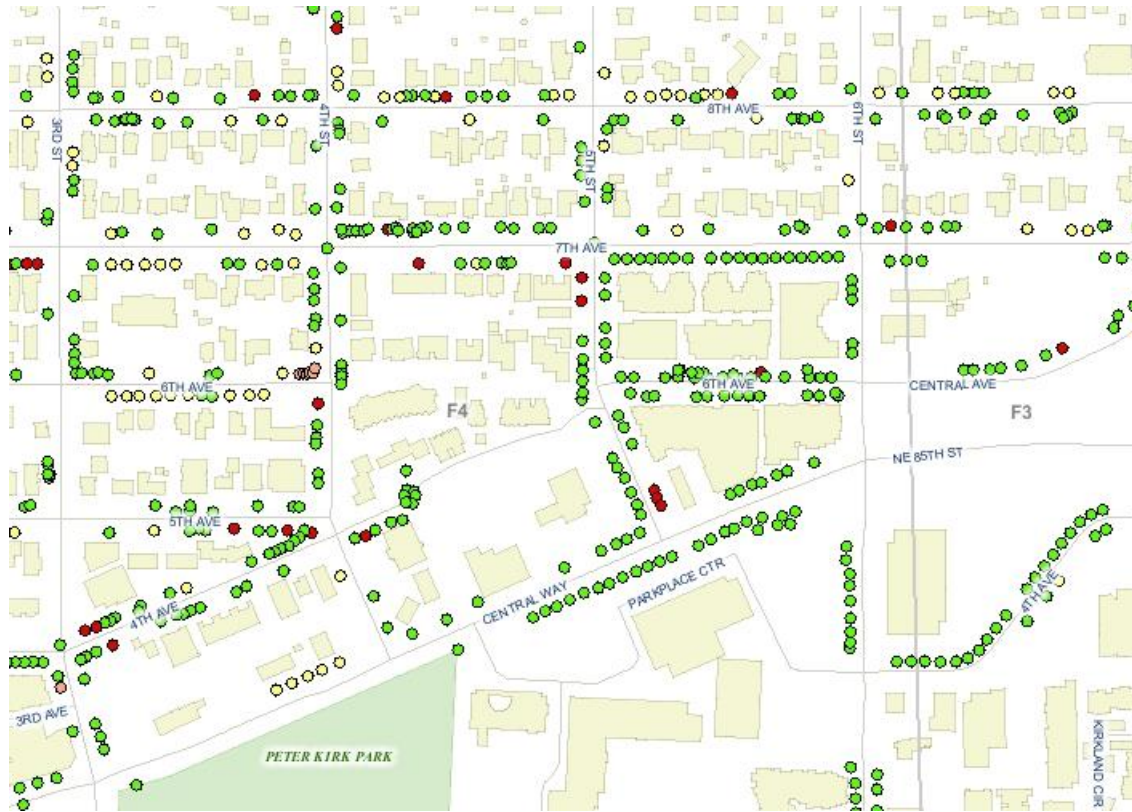
Applicant Contact Phone Number *

Eligible Grant Projects

- Public tree inventories
- Urban Tree Canopy (UTC) Assessments
- Urban Forest Management or Maintenance Plans
- Tree planting projects on public property
- Tree pruning activities
- Other innovative projects (review our “eligible projects” document), for example:
 - Development of a community tree standards manual
 - Education and outreach
 - Staff training
 - Invasive pest preparedness and planning



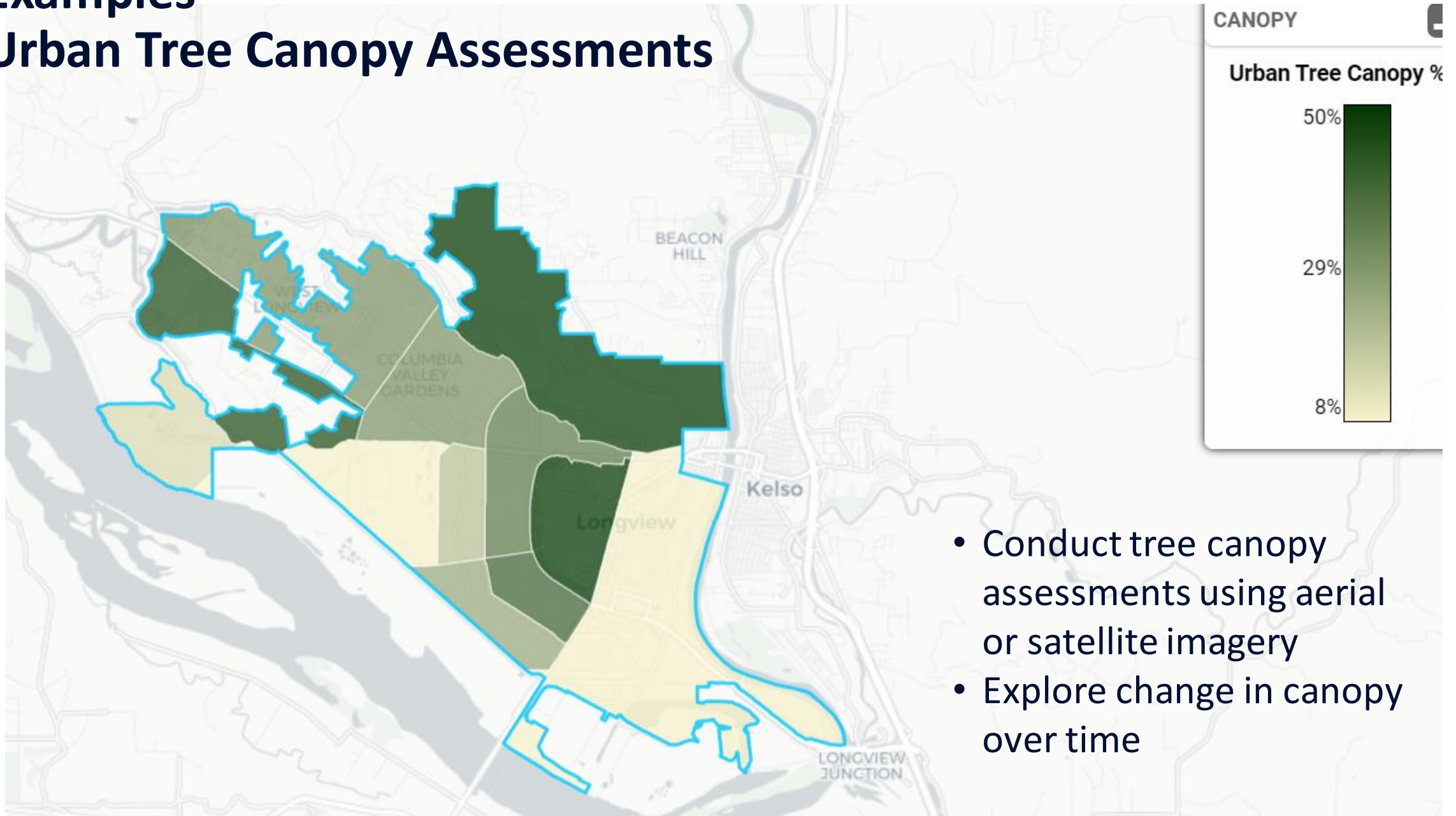
Examples Public Tree Inventories



- Municipalities
 - Street trees
 - Park trees
 - Other trees on public property
- Housing authorities
- College campuses
- School districts
- Tree risk assessments may also be incorporated
- Applicants must contact Ben Thompson to discuss any inventory projects before

Examples

Urban Tree Canopy Assessments

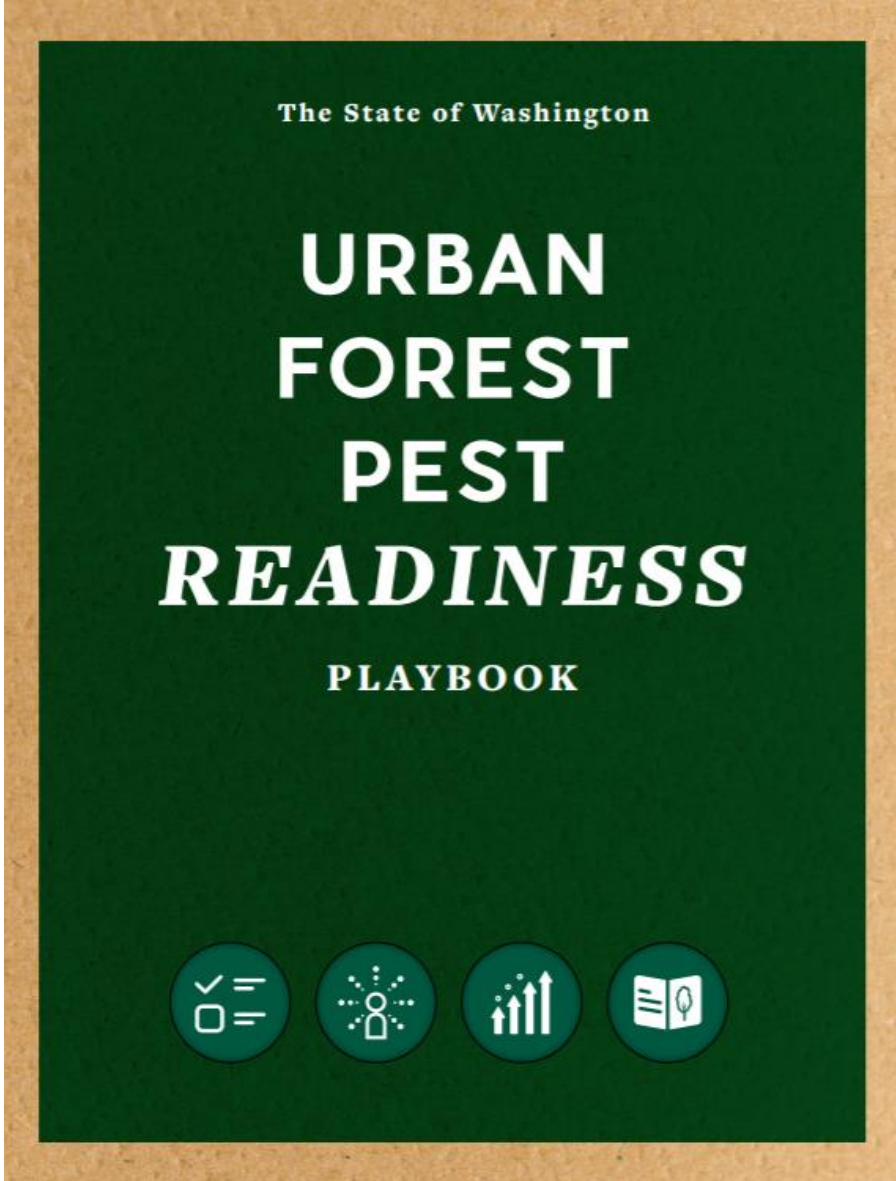
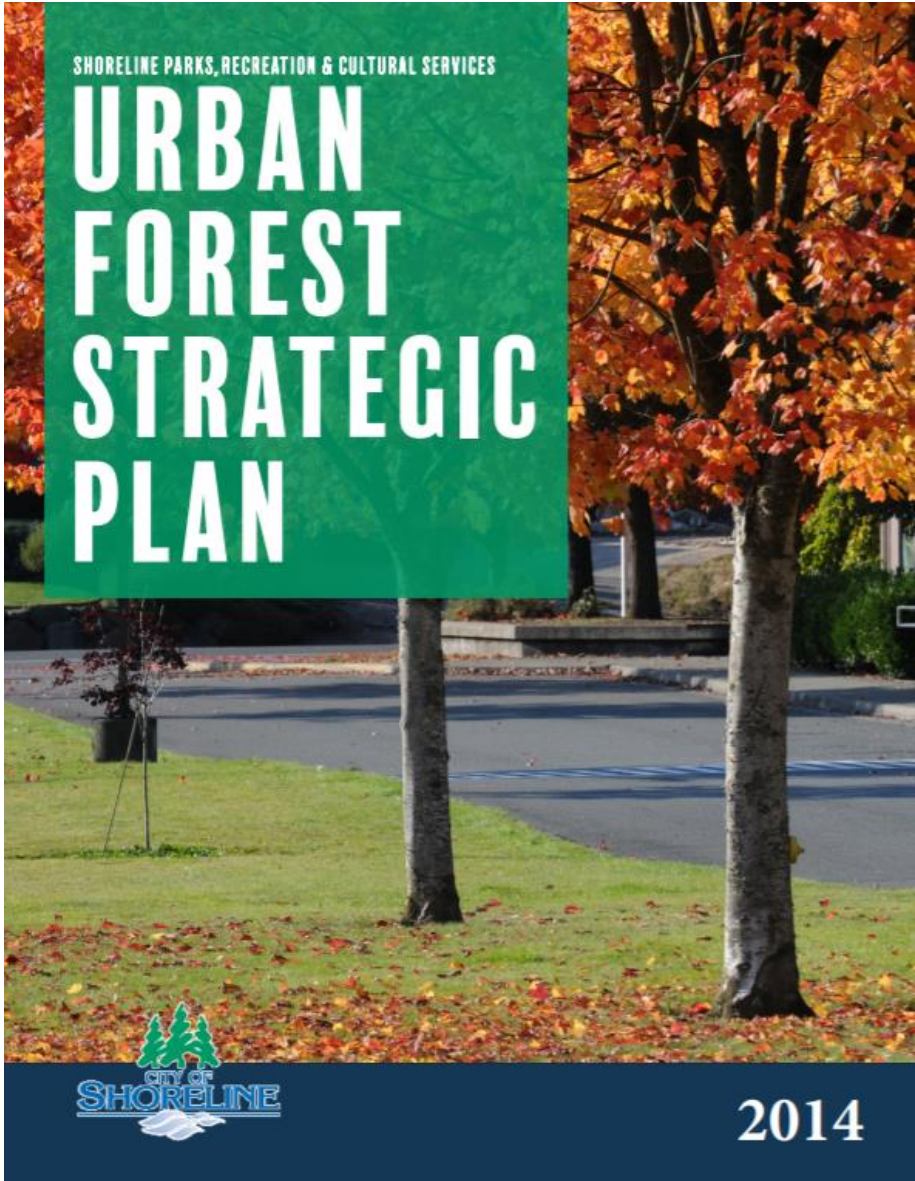


- Conduct tree canopy assessments using aerial or satellite imagery
- Explore change in canopy over time

Examples

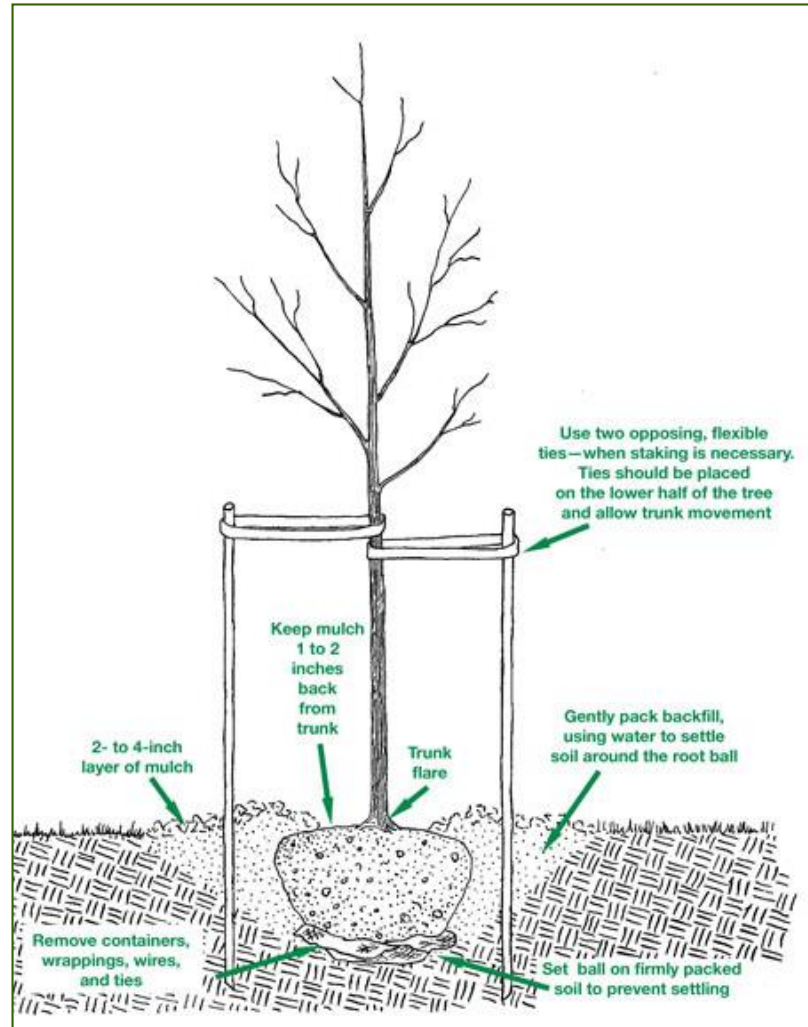
Urban Forest Plans, Policies and Ordinances

- Tree ordinance and policy development or revision
- Develop a maintenance plan, management plan, strategic plan, etc. (www.vibrantcitieslab.com/toolkit/planthe-total-program/) for trees and associated resources in the community, including open space and green infrastructure.
- Management plans may also include:
 - Prioritized planting plans
 - Storm or fire response plans
 - Pest preparedness plans



Examples

Tree planting on public property



For example:

- Demonstration projects
- Replacing trees lost to natural events
- Strategic enhancement of urban forests
- New planting for collective impact
- Public food forests

Examples

Tree planting on public property

What is specific to tree planting proposals?

- Proposals must include a planting plan that considers species diversity. (examples are available upon request)
 - Trees that are to be planted must receive an inspection by an ISA Certified Arborist
- If awarded, applicants must submit a three year maintenance plan (examples are available upon request)

Examples Tree Pruning

What is specific to tree pruning proposals?

- Prune trees (<https://hort.ifas.ufl.edu/woody/pruning.shtml>) to restore the health and structural stability of trees
- Pruning objectives must be identified within a management plan
- Work must be completed by a certified arborist.

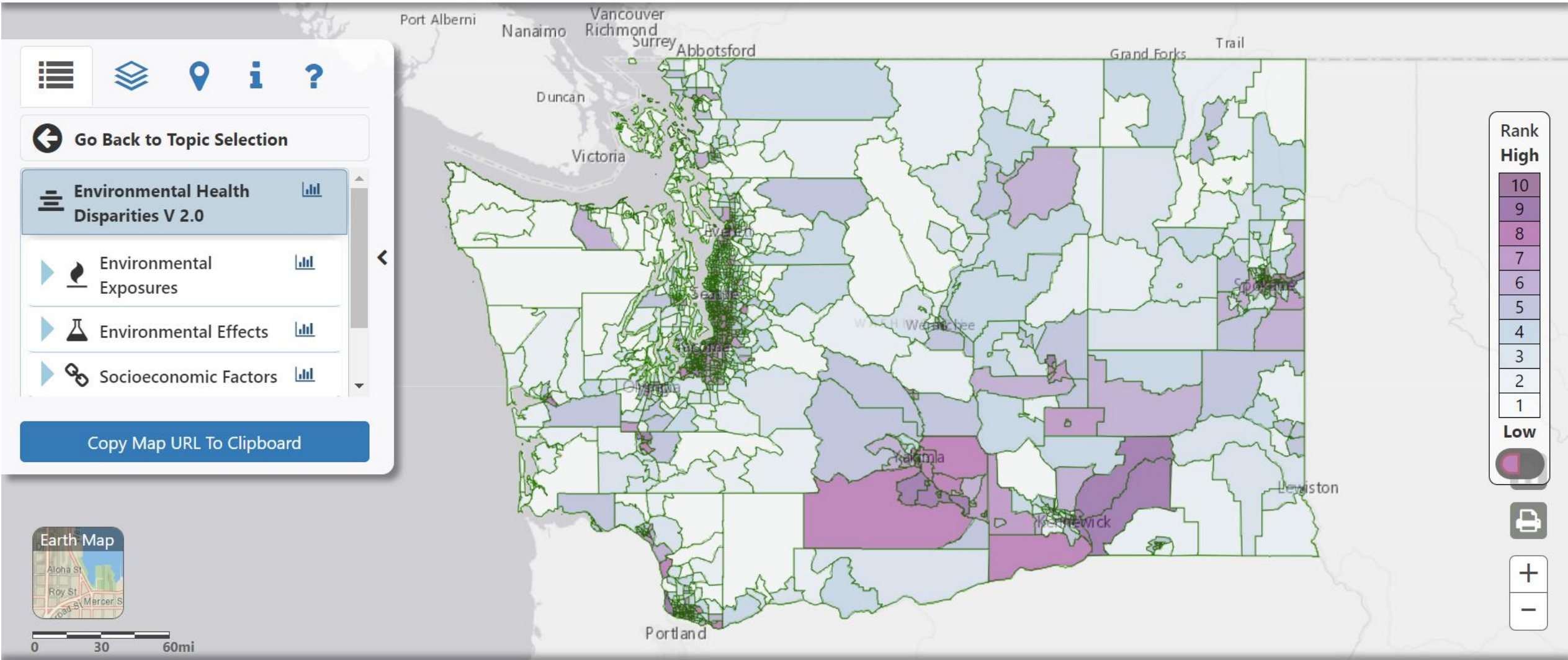


Other Examples

- Analysis of past inventory data
- Development of community tree standards or operations manual
- Education and outreach, such as:
 - Publications/Materials
 - Staff trainings
 - Events
 - Tree Curriculum Development
- Tree Board Development



Washington Environmental Health Disparities Map



<https://fortress.wa.gov/doh/wtn/WTNIBL/>

More Environmental Justice Examples

All previously listed examples are eligible

What is specific to this type of project?

- Work to produce beneficial outcomes for residents living within areas of high environmental health disparity that score 8-10 according to the WA Environmental Health Disparities Map
- Involve arborists, foresters, landscape architects, or other allied environmental professionals. Able to hire consultants.
- Include a public engagement component. For example inform, educate, or encourage the public to participate in the project to the extent practicable.
- Identify shared needs, goals and collaboration across stakeholders within the community;

Project Duration (Period of Performance)

The period of performance is scheduled to begin on July 3, 2023 and end on May 31, 2024

Grantees must have a fully executed agreement in place before projects can begin on or after July 3 2023

The period of performance **WILL NOT** be eligible for an extension. All projects must be completed by the end date. Be certain to consider the firm timeline.



Reporting and Invoicing

- Interim report due December 29. Includes an update on accomplishments or setbacks; raise any needs or concerns
- The final report will be submitted at the conclusion of the project and must document the activities undertaken, barriers and lessons learned, maps and other relevant graphics related to the activities and deliverables completed.
- A 400-500 word article must be submitted along with the final report. This will be used as celebratory content on our Tree Link.
- Invoices may only be submitted along with a narrative report or the Final Report and can only be submitted on behalf of fully completed activities.

Tips for success – Proposal Prep



- Make sure you (your organization) and your project are eligible for funding.
- Identify the type of project you would like to apply for
- Read the entire Request for Application and Application Forms thoroughly
- Contact DNR UCF Staff with any questions or to clarify any grant requirements.

Tips for success - Budgeting



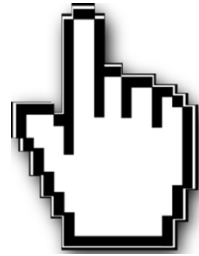
- Describe matching funds, including applicant, in-kind and cash
- Budget should be reasonable and well-identified
- Explain budget numbers that might seem unusual
- Make sure your “Grant Share” includes only eligible (reimbursable) costs
- A budget sheet is provided in the application and RFP, but you can create your own
- Applicants are encouraged to research any costs they are unfamiliar with (example: urban canopy analysis)

Tips for Success – Proposal Finalization and Submittal



- Invite a third party to read, edit, and question your proposal.
- Double-check that all proposal sections and fields are completed and accurate.
- Double-check the instructions for submittal to ensure that your proposal gets to us.
- Ensure adequate delivery time so that your proposal arrives before the deadline (March 31)
- Verify that your proposal was successfully uploaded to the application portal (email verification provided).

www.dnr.wa.gov/urbanforestry



www.dnr.wa.gov/urbanforestry#grants-and-financial-assistance

The program provides technical, educational and financial assistance to cities and towns, counties, tribal governments, non-profit organizations and educational institutions. Explore the links below to learn more.

View the latest issue of [Tree Link Newsletter](#).

 **ARBOR DAY AND TREE CITY**

 **GRANTS AND FINANCIAL ASSISTANCE**

 **EDUCATIONAL ASSISTANCE**

 **TECHNICAL ASSISTANCE**

 **WASHINGTON COMMUNITY FORESTRY COUNCIL**

 **THE EVERGREEN COMMUNITIES ACT**

 **URBAN FORESTRY RESTORATION PROJECT**

Agriculture (USDA), UCF has administered over 200 pass through grants for tree inventories, tree canopy assessments, urban forestry plans, tree planting, and educational projects, totaling over \$2,600,000.

We are currently accepting applications for the 2023-2024 Community Forestry Assistance Grants. Grants are available to support the planning, growth and maintenance of trees in Washington's urban areas. The total funding amount available this year is \$350,000. Grant requests may range from \$10,000 to \$40,000. Match requirements vary by project location.

Eligible applicants include 501c3 organizations, tribes, cities, towns, counties, educational institutions, and special taxing districts (conservation districts, parks districts, school districts, etc.) in Washington state.

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Thank you for joining us today!

DNR Urban & Community Forestry Program
urban_forestry@dnr.wa.gov

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www.dnrtreelink.wordpress.com