

## **TreeVitalize Municipalities**

The Pennsylvania Horticultural Society ~ Penn State School of Forest Resources Cooperative Extension  
~ Delaware Valley Regional Planning Commission ~ Pennsylvania Environmental Council

### **MUNICIPAL FORESTRY INCENTIVE GRANT**

Managing the trees on both public and private landscapes is an important way to enhance your community's assets. Trees are not simply a "thing of beauty": They stabilize neighborhoods, improve the tax base, enhance business districts, reduce violence, provide key energy savings, and slow run off from a heavy rainstorm. The resources invested in planting and caring for our trees are more than offset by the many benefits received.

As part of the Pennsylvania Department of Conservation and Natural Resources' **TreeVitalize Municipalities** Program, incentive grants are being offered to encourage municipalities to cross boundaries and work together to include tree cover in their planning and budgeting. A total of \$25,000 in grant money is available to each of four Southeast PA counties: Bucks, Chester, Delaware, and Montgomery. Applications must be submitted by January 15, 2007. The successful applicants will be notified and funds made available in February.

#### **WHO CAN APPLY**

Applications are welcomed from local governments or business improvement districts in the four counties listed above. Priority consideration will be given to applications supporting multi-municipal forestry management projects.

#### **TYPES OF PROJECTS**

The funds awarded may be used for innovative projects that involve planning, research, or implementation. Examples include:

- Inventories of trees
- Creation of municipal tree management plans
- Integration of tree management strategies and policies into existing municipal plans (such as comprehensive plans, revitalization plans, downtown business improvement district plans, open space plans, and stormwater management plans)
- Development of tree protection ordinances
- Tree planting initiatives (must be multi-municipal)

Possible projects are not limited to those examples. **TreeVitalize Municipalities** will consider any innovative project that promotes municipal forestry in the broadest sense. Priority will be given to projects that involve partnerships, especially across municipal boundaries (including partnerships with Philadelphia County), and to projects that build capacity to *sustain* municipal forestry efforts after the grant funds are spent.

#### **FUNDING LIMITATIONS**

A total of up to \$25,000 will be awarded in each of the four counties from this grant program. **TreeVitalize Municipalities** will not fund the purchase of machinery or equipment (rental of

equipment for certain purposes will be considered), the purchase or improvement of capital assets, construction or demolition of structures, or projects that do not address tree management. If grant requests exceed the amount of funding available from this grant program, **TreeVitalize Municipalities** will attempt to help find other sources of funding for worthy projects.

### **MATCH REQUIREMENTS**

While matching funds are not required, grant requests that include a cash match or in-kind contributions will be given preference. Some examples of acceptable in-kind contributions include the value of labor contributed by municipal employees or volunteers, and the value of donated services, goods, or equipment.

### **APPLICATION CRITERIA**

Grant applications will be rated on:

- Clarity and feasibility of goals
- Partnerships, especially across municipal boundaries (including Philadelphia)
- Ability to carry out project successfully
- Ability to sustain municipal forestry efforts after grant period
- Need for tree cover improvement
- Extent of matching funds
- Overall budget (including vendor estimates)

### **PAYMENT SCHEDULE**

Ninety percent of the grant will be awarded at project approval; the balance will be paid upon completion of the project and submission of final report and receipts.

### **APPLICATION INSTRUCTIONS**

Please use the attached application form. If you need more space, attach necessary pages following the format of the application. Mail, fax, or email application **by January 15, 2007** to:

**TreeVitalize Municipalities Incentive Program**

Attn: Michael Leff  
Pennsylvania Horticultural Society  
100 North 20<sup>th</sup> Street – 5<sup>th</sup> floor  
Philadelphia, PA 19103-1495

Fax: 215-988-8810

Email: [mleff@pennhort.org](mailto:mleff@pennhort.org)

If you have any questions, contact Michael Leff at 215-988-8795 or [mleff@pennhort.org](mailto:mleff@pennhort.org).

**TreeVitalize Municipalities  
MUNICIPAL FORESTRY INCENTIVE GRANT**

**APPLICANT NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
(street, box, number, etc.)

\_\_\_\_\_  
(city, state, zip code) (county)

**CONTACT PERSON:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**PROJECT DESCRIPTION**

Briefly describe project goals, tasks, and outcomes. Address anticipated benefits of the project, and describe plans for sustaining municipal forestry efforts after the grant period.

**PARTNERSHIPS**

Note key partners involved, describe their roles and contributions, and include letters of support.

**ESTIMATED BUDGET**

List anticipated expenses in all relevant categories, including materials, services, and other items.

	<u>Amount</u>
<u>Materials:</u> _____	..... _____
_____	..... _____
_____	..... _____
_____	..... _____
<u>Services:</u> _____	..... _____
_____	..... _____
_____	..... _____
_____	..... _____
<u>Other:</u> _____	..... _____
_____	..... _____

TOTAL AMOUNT REQUESTED: \_\_\_\_\_

**MATCH**

List matching funds and/or in-kind contributions.

	<u>Amount</u>
<u>Cash:</u> _____	..... _____
_____	..... _____
<u>In-kind:</u> _____	..... _____
_____	..... _____

TOTAL MATCH: \_\_\_\_\_

**PROPOSED STARTING DATE:** \_\_\_\_\_

**PROPOSED COMPLETION DATE:** \_\_\_\_\_

**GRANT CHECKS MADE PAYABLE TO:**

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**AUTHORIZING SIGNATURES:**

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Signature of applicant/project coordinator

Date

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Signature of city, borough, or township manager or business improvement district manager

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Pennsylvania Horticultural Society

100 North 20<sup>th</sup> Street – 5<sup>th</sup> floor

Philadelphia, PA 19103-1495

Fax: 215-988-8810

Email: [mleff@pennhort.org](mailto:mleff@pennhort.org)

**TreeVitalize Municipalities approval:**

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Date