Urban Trees Mini Grant

CREATING A SUCCESSFUL APPLICATION
COMPONENTS TO INCLUDE

1. GOALS & OBJECTIVES
2. DESCRIPTION OF PROJECT LOCATION
3. DEMOGRAPHIC INFORMATION
4. COMMUNITY CONTEXT
5. PROJECT CONTEXT
COMPONENTS TO INCLUDE

6. MAINTENANCE PLAN
7. EVALUATION
8. ORGANIZATION EXPERIENCE
9. CONTRACTORS
10. TREE SPECIES / COST
1. GOALS & OBJECTIVES

Includes a 1 Pg description of the project. Please include a location, justification of location, goal of the project, expected positive contributions this project will have on the community, as well as any information you find to be privy to understanding your project.
2. LOCATION

Includes a location description and justification. Typically includes site photos or map images.
3  DEMOGRAPHIC INFORMATION

Typically ~1 paragraph, includes information about the demographics of the community.

4  COMMUNITY CONTEXT

Typically ~1 paragraph. Includes information about the community that will be benefiting from the project. Additionally, if there are certain groups that will volunteer for the project.
5. PROJECT CONTEXT

WHY HERE?

Why was this location chosen as the project site? What, historically, is this site’s role in the community? Who typically takes advantage of this space?

WHY NOW?

What is the driving force for this project to take place? Why is it important that this project occur now?

WHAT IS EXPECTED TO IMPROVE?

What can the community expect from this project? How will this project benefit your community?
6. MAINTENANCE PLAN

INITIAL PLANTING

WE REQUIRE A 2 YEAR MAINTENANCE PLAN MAPPING OUT HOW THE TREES WILL BE CARED FOR 2 YEARS POST PLANTING TO ENSURE THEIR SURVIVAL. THIS INCLUDES HOW FREQUENT THE TREES WILL BE WATERED / CARED FOR & WHO WILL BE RESPONSIBLE FOR THESE TASKS.

2 YEARS POST PLANTING
EVALUATION

About 1 paragraph explaining what a successful project would look like to you. If your project gets funded, what would you expect the outcome to look like?

ORGANIZATION EXPERIENCE

About 1 paragraph explaining the qualifications your organization has to successfully complete this project. Does not need to be specific to tree planting but does need to express to us that you have all the necessary tools to complete a project of this caliber.

CONTRACTORS

About 1 paragraph explaining the expected group(s) that will be completing the planting. If you do not plan to use contractors please describe your plans (i.e.: volunteers).
While we do not make it required that you have tree species picked out at this phase of the process, we do want to put it into your mind that this will be a necessary task in this endeavor. This is what you should cumulate once the tree species are chosen.

Here is a link that will help you pick the best trees for your environment, https://cbtrust.org/additional-resources/
WHAT YOU CAN EXPECT IN THIS PROCESS GOING FORWARD:

1. Create & email Bridget the PDF with all this information
2. Bridget will review your application (~1 week)
3. Greg will review your application (~2 weeks)
4. Decisions to fund/partially fund/not fund your project will be made
5. You will be notified of our decision via letter (~3 weeks-1 month)