

Begin your application

Grant submissions are due November 20, 2015. Applicants will be notified of their application status by the end of January 2016.

Note - this application MUST be completed in one session.

Contact Information

1. Primary Contact from Municipality

Name

Title

Municipality Address

City

County

State

Zip

Phone

Email

Municipality Tax ID #

****Municipalities are strongly encouraged to apply in partnership with community partners such as nonprofit organizations, schools, businesses, etc. A letter of participation printed on organization letterhead will be required from all collaborating organizations (secondary contacts).***

2. Secondary Contact Information

Name

Title

Community/Organization

Address

City

State

Zip

Phone

Email

Tax ID #

A letter of participation is required from the partnering organization(s). Please cut and paste the template language below into your own customized letter printed on your organization's letterhead:

[Organization] is proud to partner with [Municipality] for the 2016 TD Green Streets program application. If selected, we plan to participate in the project in the following ways:

- *[list way]*
- *[list way]*
- *[list way]*

Sincerely,

[Partnering Organization Main Contact]

You can upload your customized letter [here](#).

3. We have uploaded a customized letter of participation on letterhead from our partnering organization(s) to the link found [here](#). (*Note - Your application will not be reviewed until this letter has been uploaded.)

Yes

No

Proposal Description

4. Proposed Location for Event(s). (Note: All events must take place in an LMI neighborhood.)

Address (or Intersection)

City

State

Zip

5. Amount of Funding Requested (not to exceed \$20,000)

6. Description of Program

Briefly describe the proposed project in detail. (3,000 character limit)

How will the TD Green Streets grant enhance your community's forestry program? (3,000 character limit)

How will the proposed program fit into the community's long-term forestry program? (3,000 character limit)

7. Community/Partner Involvement

Which community volunteers and volunteer organizations are expected to participate, and how? (3,000 character limit)

What educational materials/events will be developed and/or distributed to increase long-term public awareness of trees? (3,000 character limit)

How will other partners (e.g., nonprofit organizations) be involved in the program? (3,000 character limit)

8. Technical Training/Education

How will these grant funds enhance the technical expertise of your staff and volunteers? *Examples include online courses, certifications, etc.* (3,000 character limit)

What training will be sought in an effort to build capacity? *Examples include (but are not limited to) training provided by the Society of Municipal Arborists, International Society of Arboriculture (national and local level), state forestry agencies, Partners in Community Forestry National Conference, etc.* (3,000 character limit)

9. Tree Planting *(Note: Only up to 50% of the grant amount may be used on new trees planted, and they must be planted in an LMI neighborhood.)*

Where are the new trees to be planted within the community? You must provide at least one street address and zip code for each proposed area. (250 character limit)

Does this fall into the requirement of proposed new trees planted in areas identified as low- or moderate-income communities? [Click here to check.](#)

What plan is in place to utilize sound arboriculture practices for the new trees planted? (3,000 character limit)

What is the maintenance and watering plan to ensure survivability of the trees? (3,000 character limit)

Who will be responsible for the trees? (150 character limit)

10. Program Evaluation

What methods will be used to evaluate the success of the program? *Examples include iTree, assessments, surveys, etc. (250 character limit)*

What will be measured? (250 character limit)

How will community engagement be tracked and shared? (3,000 character limit)

How will results of your program be shared? (3,000 character limit)

Program Timeline

11. Project Timeline

What are the major milestones of your project? (**Please use the format in the example below for entering your timeline. Dates highlighted green MUST be included in your timeline.*)

Example of Project Milestones

February 29, 2016: (If selected) Submit agreement and W9 to the Arbor Day Foundation.

March 2016: Work with residents who will receive trees to organize planting event.

March–April 2016: Select trees at local nursery for the community tree planting event and recruit volunteers for the tree planting event.

April 2016: Work with Branch Out Burlington! to organize and host spring TreeKeeper training event, open to all residents.

April 2016: Tree planting event will be held on the last Saturday in April. In addition to the community tree planting, it will serve as an Arbor Day recognition event.

May 2016: Outreach and educational materials designed by UVM students will be finalized, ordered and distributed.

May 31, 2016: (If not holding spring event) Send notification to the Arbor Day Foundation and TD about our summer/fall events.

June–August 2016: Support Branch Out Burlington! volunteer weeding events at the organization's community tree nursery, providing outreach and refreshments.

June 2016: Hold a volunteer maintenance event (pruning, weeding beds, public outreach).

July 2016: Schedule a progress update call with the Arbor Day Foundation.

August 2016: Hold a volunteer maintenance event (pruning, weeding beds, public outreach).

September 2016: Hold a volunteer maintenance event (remove gatorbags and stakes, reapply mulch, prep for winter).

September 2016: Work with Branch Out Burlington! to organize and host a fall TreeKeeper training event, open to all residents of Burlington.

September–November 2016: University of Vermont (UVM) students design public outreach materials and educational materials, edited by Branch Out Burlington and City Arborist.

November 30, 2016: Final Report is due to the Arbor Day Foundation. Payment from the Arbor Day Foundation will be distributed upon reception of the final report.

October–December 2016: Evaluate success of the project and develop outreach materials to share the activities and impacts of the grant funding.

Program Budget

Provide breakdown of all program costs.

12. Budget: Community Involvement (Answers must be listed in dollar format, i.e. \$150.00)

Community Involvement

Education

Community/Volunteer Training

Other

13. Budget: Technical Training/Education (Answer must be listed in dollar format, i.e. \$150.00)

List costs associated with each proposed training/education opportunity.

14. Budget: Tree Planting (Answers must be listed in dollar format, i.e. \$150.00)

Trees

Supplies

Maintenance

Other

15. Budget: Program Evaluation (Answers must be listed in dollar format, i.e. \$150.00)

Evaluation Process

Result Distribution

Other

16. Budget: Other Costs (Answers must be listed in dollar format, i.e. \$150.00)

Other Costs Associated with the Program/Project

Please describe what the other costs will cover.

17. Total Budget (Answer must be listed in dollar format, i.e. \$150.00)

Total Proposed Budget