

Appendix B

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Lisa Nelson, Outreach Division, CSFS State Office

Adam Moore, Alamosa District

Shelly Simmons, La Junta District

Vince Urbina, Forest Management Division, CSFS State Office

Beate Woodward, Outreach Division, CSFS State Office

Thank you to the following individuals for reviewing content and providing input during the development of this Quick Guide:

Corey Kuntzickel, United States Fish and Wildlife Service

Mary Stuever, New Mexico State Forestry



Figure 14. A tamarisk infestation in the riparian area along the Chacuaco Creek in southeastern Colorado. Photo: Shelly Simmons, CSFS

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Appendix B

List of Figures for Riparian Forest Cottonwood Restoration Grant

Figure 1 – Bank of Yellowstone River at low flow showing erosion around trees at river's edge

Figure 2 – Sorting yard. Storage area for park-origin trees sold at auction.

Figure 3 – Cottonwood tree with dead material adjacent to asphalt pathway in Riverfront Park

Figure 4 – Cottonwood trees with dead material adjacent to asphalt pathway in Riverfront Park

Figure 5 – High water on Yellowstone River. Trees in background are the same trees as in Figure 1

Figure 6 – High water on the Yellowstone River. Erosion at work.

Figure 7 – High water on the Yellowstone River. Erosion at work.

Figure 8 – A side channel in the riparian forest. Water is receding and Russian olive can tolerate intermittent flooding at this elevation above the river's typical maximum flows.

Figure 9 – High Water on the Yellowstone River. Russian olive trees along river's edge on the south side of the river.

Figure 10 – High water on the Yellowstone River. Woody debris is moving down the river and lodging on bars within the river channel.

Figure 11 – Dense buckthorn amongst scattered cottonwoods in Riverfront Park.

Figure 12 – Down wood amidst mature cottonwoods in the riparian forest. Dead wood both decomposes on site and is transported downstream by floodwater events. Note absence of brush in this site near the river's edge.

Figure 13 – Down wood that was transported by high water to a side channel and deposited there where it will sit until the next flood event. Note both Russian olive and buckthorn adjacent to the side channel.

Figure 14 – A river-adjacent part of the riparian forest. Note debris left from floodwater on small, newly establishing trees and absence of Russian olive and buckthorn in this high flood activity area.

Figure 15 – Beaver damage on a mature cottonwood tree. Beaver activity creates a hazard to the public in Riverfront Park because thick brush makes it impossible to see girdling and the increased risk of toppling a girdled dead tree has. Beavers also hasten the succession of sites to dominance by invasive shrubs as they selectively kill cottonwood trees leaving only shrubs.

Figure 16 – Buckthorn established around a mature cottonwood tree in the developed portion of Riverfront Park. Note wall of buckthorn shrubs under mature cottonwood trees in the "Natural Area" portion of the park in background.

Figure 1



Figure 2

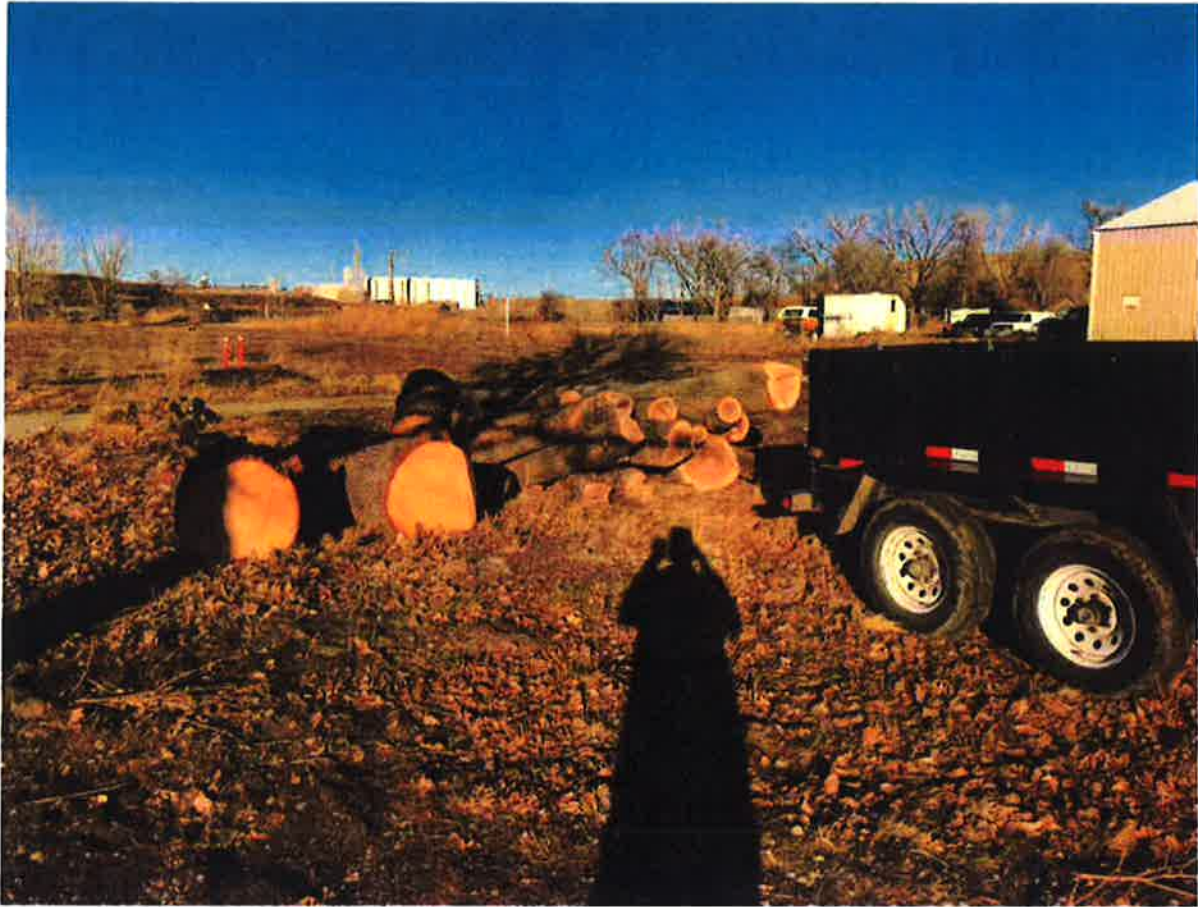


Figure 3



Figure 4



Figure 5



Figure 6



Figure 7



Figure 8



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Figure 9



Figure 10



Figure 11



Figure 12



Figure 13



Figure 14



Figure 15



Figure 16



Appendix C

BUDGET FOR BILLINGS RIVERFRONT PARK RESTORATION PROJECT

PROJECT EXPENSES	QUANTITY/HOURLY RATE	GRANT FUNDS REQUESTED (A)	CASH MATCH (B)	\$ VALUE OF IN-KIND MATCH (C)	TOTAL A+B+C
PERSONNEL EXPENSES (SALARIES/WAGES/BENEFITS)					
<i>Requested grant funds <u>cannot</u> be used for regular personnel costs of city/town employees. However, the cost of forestry student interns or seasonal employees can be included as grant funds.</i>					
Park Superintendent	2 hours @ \$32.00 per hour	-	\$64	-	\$64
City Forester	60 hours @ \$26.00 per hour	-	\$1560	-	\$1560
City Arborist (1) Riley	56 hours @ \$25.00	-	\$1400	-	\$1400
City Arborist (2) Gordon	56 hours @ \$23.00 per hour	-	\$1288	-	\$1288
Forest Technician (1) Means	48 hours @ \$12.50 per hour	\$600	-	-	\$600
Forest Technician (2) TBD	48 hours @ 12.50 per hour	\$600	-	-	\$600
TOTAL PERSONNEL EXPENSES		\$1,200	\$4312	0	\$5512
OPERATING EXPENDITURES (TRAVEL, SUPPLIES, RENTALS, ETC.)					
Mileage – city trucks	80 miles @ \$.535 per mile	-	-	\$43	\$43
Purchase of 5 gallons Garlon IV herbicide	2 @ \$132.00 per 2 ½ gallons	-	\$264	-	\$264
Purchase of 15 gallons of Loveland bark oil	6 @ \$24.60 per 2 ½ gallons	-	\$144	-	\$144
Aerial Lift Truck	\$52.00 per hour x 48 hours	-	-	\$2496	\$2496
Chipper	\$25.00 per hour * 48 hours	-	-	\$1200	\$1200
Loader to transport merchantable wood	\$60 per hour * 6 hours	-	-	\$360	\$360
Workshop materials	Miscellaneous @ \$110	\$110	-	-	\$110
TOTAL OPERATING EXPENSES		\$110	\$408	\$4099	\$4617
CONTRACTED PROFESSIONAL SERVICES					
Create Interpretive Sign	\$350	\$350	-	-	\$350
Install Interpretive Sign	\$500	\$500	-	-	\$500
Create educational brochure	\$200	\$200	-	-	\$200
Brush Cutting	2 person crew @ \$60.00 per hour * 22 hours	\$2640	-	-	\$2640
Herbicide Application	2 person crew @ \$60 per hour * 2 hours	-	\$240	-	\$240
TOTAL CONTRACTED SERVICES		\$3690	\$240	0	\$3930
TOTAL PROJECT EXPENDITURES		\$5,000	\$4960	\$4099	\$14059
INDIRECT COSTS	NICRA* of 8.0%	Waived			
TOTAL PROJECT FUNDING		\$5,000	\$4960	\$4099	\$14059

IMPORTANT NOTES:

ALL MATCH EXPENDITURES (BOTH CASH AND IN-KIND CONTRIBUTIONS) MUST BE

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From: [Shelly, Karen](#)
To: ["McConnell, Steven"](#)
Cc: [Kirby, Jamie](#)
Subject: RE: Billings - 2019 UCF Program Development Grant Notification - Corrected Budget
Date: Wednesday, January 02, 2019 4:02:00 PM

Thanks Steve.

Lots of people call me Shelly instead of Karen,..... but Tanya is a new one!

From: McConnell, Steven <McConnells@ci.billings.mt.us>
Sent: Wednesday, January 02, 2019 3:59 PM
To: Shelly, Karen <KShelly@mt.gov>
Subject: RE: Billings - 2019 UCF Program Development Grant Notification - Corrected Budget

Hi Tanya,

Yes, changes you made to budget are correct. Thanks for catching those!

The project description is accurate and everything on the variable data sheet is correct.

Please let me know if there is anything else I need to do.

Thanks a lot!

Steve

Steven McConnell
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From: Shelly, Karen <KShelly@mt.gov>

Sent: Wednesday, January 02, 2019 1:07 PM

To: McConnell, Steven <McConnellS@ci.billings.mt.us>

Cc: Kirby, Jamie <jamielkirby@mt.gov>

Subject: Billings - 2019 UCF Program Development Grant Notification - Corrected Budget

Steve,

Thank you for the budget revisions. A few items needed correction - \$4960 instead of \$5200 for total project expenditures cash match, and \$110 instead of \$100 in workshop column A+B+C. I made those changes on the attached revision. Please check to see if you concur.

Attached is the budget and summary form of information that will go into the subaward agreement. Please review and confirm that the information is correct; and submit by **January 8, 2019**.

The Billings project will collect inventory data, provide public education, and restore the cottonwood forest in the vicinity of the high-use trail, improving resiliency of the Yellowstone Riverfront Park and trail system. The project meets goals and priorities in the following Strategic Focus Areas listed in the federal Urban and Community Forestry 10-year Urban Forestry Action Plan (<https://www.fs.fed.us/managing-land/urban-forests/ucf>):

Strategic Focus Areas

Planning

Launch a public awareness and education campaign to elevate recognition of the value of urban trees and urban forest ecosystems as essential contributors to community sustainability and resilience.

Increase community capacity to use urban trees and forestry in public space planning, infrastructure, and private development.

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Human Health

Plan, design and manage urban forests to improve human health and wellness.

Environmental Health

Increase the biodiversity, health, and resilience of trees in urban and community forests.

Foster resilience, restoration, and sustainability of urban and community forests facing climate change challenges.

Education and Awareness

Create environmental education programs that focus on urban and community forestry issues.

Increase engagement of underserved and minority communities in urban forestry establishment and stewardship.

The UCF Program is authorized by Section 9, Urban and Community Forestry Assistance, of the Cooperative Forestry Assistance Act of 1978 as amended [16 U.S.C. 2105]. This law authorizes the Secretary of Agriculture "to provide financial, technical, and related assistance to State Foresters or equivalent State officials for the purpose of encouraging States to provide information and technical assistance to units of local government and others that will encourage cooperative efforts to plan urban forestry programs and to plant, protect, maintain, and utilize wood from, trees in open spaces, greenbelts, roadside screens, parks, woodlands, curb areas, and residential developments in urban areas."

Thanks,

Karen

Karen Shelly

Urban and Community Forestry Project Coordinator

MT DNRC Forestry Assistance Bureau

2705 Spurgin Rd.

Missoula, MT 59804

406-542-4246

From: McConnell, Steven <McConnellS@ci.billings.mt.us>

Sent: Monday, December 31, 2018 11:32 AM

To: Kirby, Jamie <jamiikirby@mt.gov>

Cc: Shelly, Karen <KShelly@mt.gov>

Subject: RE: Billings - 2019 UCF Program Development Grant Notification

Hi Jamie and Karen,

Thanks for your review of my proposed budget and your comments on it! Based on your comments I have made a number of changes.

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First, the equipment you asked about is all city-owned and I have accordingly moved all of it's use to the "Matching" column.

Second, I have expanded on the interpretive aspect of this project to include a workshop and a brochure, in operating expenses and contracted services, respectively.

Thanks again for your review and comments. Please let me know if you have any questions or suggestions.

Steve

Steven McConnell

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From: Kirby, Jamie <jamiikirby@mt.gov>

Sent: Friday, December 28, 2018 4:44 PM

To: McConnell, Steven <McConnells@ci.billings.mt.us>

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Other – Some examples include food, entertainment. Please review *the subaward manual*, p.7, for more guidance.

From: McConnell, Steven <McConnells@ci.billings.mt.us>

Sent: Wednesday, December 26, 2018 4:29 PM

To: Shelly, Karen <KShelly@mt.gov>

Subject: RE: Billings - 2019 UCF Program Development Grant Notification

Hi Karen,

Attached is a revised budget. Also attached is an updated version of the Variable Data – Subawards document. Updated numbers were added to the Project Funding Summary and all other information was reviewed and is correct.

On the budget, I added to time for the City Forester to account for time spent on education. I added time to both City Arborists to account for more time than initially planned on tree work as well as time allocated to collecting inventory data for trees. I added time to both technicians as there will be more time on hauling and chipping branches than initially envisioned.

I cut back on mileage as there will be fewer vehicles than if the budget were to also cover invasive species removal and post-cutting chemical applications in order to prevent re-sprouting of cut trees/shrubs.

I adjusted to the “loader” hours to account for time spent hauling cottonwood rounds to our sale site and distinguish those from resources allocated to transport Russian olive trees that will be cut using a different funding source.

I added an interpretive sign and it’s installation as a key part of the educational effort that is an important part of this project.

The budget is set up so that all of the costs for the understory work – chemical purchase, wood transport, brush cutting and herbicide application could be excised from it. In the budget I sent you, these are included. Because the part of the project we hope to get funded with a development grant is focused exclusively on trees, budget information about understory work we hope to do on invasive species may not be relevant and I could easily send you a revised budget with that work excluded.

In the current drafts, the budget includes the entirety of the work, but on the Variable Data form, I used amounts that pertain strictly to the tree work. I presume one or the other of these documents will need to be changed so that each matches the other. I hope that makes sense or at least will when you look at numbers on both documents...

Thanks a lot for your help with this! I look forward to hearing back from you soon whether these adjustments will work and how to finalize documents if additional changes or editing are needed.

Appendix C

Steve

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From: Shelly, Karen <KShelly@mt.gov>

Sent: Thursday, December 20, 2018 12:22 PM

To: McConnell, Steven <McConnellS@ci.billings.mt.us>

Cc: Hermanns, Jeff <JHermanns@mt.gov>; Kirby, Jamie <jamiikirby@mt.gov>

Subject: Billings - 2019 UCF Program Development Grant Notification

Hello Steve,

The selection committee has tentatively approved Billings' UCF program development grant proposal at **\$5,000**.

The following budget modifications are needed:

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1. Adjust the budget form to reflect the award amount of \$5,000, editing the amounts for pesticides, removals and plantings as discussed with Jamie Kirby.
2. Be sure to adjust the descriptions and quantities in the itemized expenses to convey the new budget amount.

Attached you will find a summary form of the information that will go into the subaward agreement. Please review, add the revised amounts and confirm that the information in red is correct; and submit the revised budget calculation form by **December 28, 2018**.

Thanks, and congratulations!

Karen Shelly

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