



2010 to 2014 Community Forest Bonding Grant Application

Coversheet

Please refer to the *Guidelines* when completing the application. This form is also available on the DNR website: <http://www.dnr.state.mn.us/grants/forestmgmt/commforestbondgrant/index.html>

Applicant Information

Application Date: _____

Organization: _____

Project coordinator: _____ Title _____

Address: _____ City, State, Zip _____

Phone: office _____ cell _____ Fax: _____

Email: _____

Additional Project Coordinators/Technical Advisors: (List names, organization/agency and phone)

Eligibility (check one): City Township County Park & Recreation Board in city of First Class

Has your organization received a DNR Community Forest Bonding grant? No Yes, when? _____

For cities or townships only. Is your community a Tree City USA? No Yes

Project Title: _____

Summary Statement—Please give a 2-3 sentence summary of your overall project.

Project location (county, city, site): _____

Start date: _____ Expected completion date: _____

Budget Summary

Type of Fund	\$ Amount
<i>Non-state cash contributions (not required)</i>	
<i>Non-state in-kind contributions (not required)</i>	
<i>Ash Tree Removal grant requested</i>	
<i>Tree Planting grant requested</i>	
TOTAL PROJECT COSTS:	

Authorization

I certify this information is valid and factual as described in this application and that all costs are eligible under the DNR Community Forest Bonding Grant Guidelines.

Name: _____ Title: _____

Signature: _____ Date signed: _____

Project Questions

Please answer the following questions on separate pages. **Limit to 2 pages.** You may reproduce these questions on your computer. Refer to the *Guidelines* to better understand how projects will be evaluated.

1. **Organization applying (e.g. City of _____) and Project Title.**
2. **Project Purpose**—In what ways will your project meet the needs of the community forest resources? Explain how the project will benefit and enhance the community and why you feel your project should receive funding.
3. **Project Location Description**—Describe the site location(s) of the project in detail along with special characteristics such as soil composition.
4. **Document Public Ownership-** **Certification and/or Declaration of Bond-financed Property** documents will need to be included when the Grant Agreement is signed and returned to DNR, but are NOT required with the project application. We do recommend including a map of the project area. See the **Project Timeline** section of the Guidelines for details.
5. **Project Goals**—What are the project's goals and objectives for each grant category applying for? 1. Planting for diversity, replacing trees lost to storm(s). 2. Removal and replacement of EAB-infested ash trees.
6. **Methods**—What will be developed, produced, performed and implemented—who will be responsible for these activities and when will they occur? Include any educational outreach efforts, owork with volunteers, and especially the technical plans and practices.
7. **Personnel**—Describe the names, titles, qualifications and project role for all staff and technical partners involved. Describe the roles of volunteers involved and training to be provided.
8. **Maintenance and Management Plan**
 - A. Upon completion, what are your plans for long-term maintenance of trees planted, and monitoring and management of insect and disease pests? Include how, when and by whom activities will be accomplished. For any tree planting project, you must provide a summary of at least a 3-year maintenance plan.*
 - B. What is the community doing to build capacity towards long-term management of this project or a community forestry program independent of state funding? Describe any existing management plans.*

*Note: Please see **Required Local Program Components** in the Guidelines for documents that are due upon completion of the grant project. Those documents should be included with the **Final Report and Invoice form**.

Tree Planting List

Only fill out this table if you are doing tree planting as part of your project. If you need additional space, an **additional sheet may be included (1 page limit)**. Please refer to: [Approved Native Planting Stock List](#).

Tree Stock Source(s): _____

QTY	Species (Common & Scientific Name)	Size & Type (B&B, bare root or container-grown)
<< Total number of trees		(Use 1 additional sheet if needed)

Project Budget Breakdown

Please refer to the *Guidelines* for eligible and ineligible expenses. Highlighted areas are ineligible expenses.

Please attach a Budget Narrative with details of Contractual Services, Equipment and "Other" costs. (limit 1 page).

ITEM (specify type and source)	In-kind Match	Cash Match	Bonding Grant Funds	Total
Public Ash Tree Removal Budget (See "Know EAB-Infested Areas Map" for eligible public lands.)				
Personnel:(No grant funds can be used for grantee personnel)				
Contractual Services: Briefly describe in Budget Narrative. (see Eligible Costs)				
Grantee-owned, lease or rental equipment use. Match only. (no grant funds for equipment use)				
Education costs. Match only.				
Other. Briefly describe in Budget Narrative. (see Eligible Costs in Guidelines):				
Public Ash Tree Removal Sub Totals				

Public Tree Planting Budget (storms or infested ash replacement and planting for diversity)				
Personnel: :(No grant funds can be used for grantee personnel)				
Plant Stock (trees only):				
Grantee-owned, lease or rental equipment use. Match only. (no grant funds for equipment use)				
Contractual Services: Briefly describe in Budget Narrative. (see Eligible Costs)				
Education costs. Match only. (workshops, publications, etc)				
Other. Briefly describe in Budget Narrative. (see Eligible Costs in Guidelines):				
Public Tree Planting Sub Totals				
TOTALS for both project types Must equal amounts in p.1 Budget Summary				

Application Check-off:

Mail the **original and 3 copies** of the following:

Completed and signed application form

Attached pages: Answers to project questions (2 page limit), budget narrative (1 page limit), extra tree planting list (1 page limit), and optional map (1 page limit)

Applications must be received by 4:30 pm, Friday, February 17, 2012.

Mail to:

2012-14 Community Forest Bonding Grants
Minnesota DNR, Division of Forestry, Box 44
500 Lafayette Road
St. Paul, MN 55155-4044