

Urban Forestry Catastrophic Storm Grant Program

Application Guidance (Form # 8700-321)

The following information is provided as a guide for completing an application for an Urban Forestry Catastrophic Storm Grant. The information is intended to:

- 1.) Determine if your organization is eligible to apply for this grant program and
- 2.) Provide guidance on how to complete the application (Form # 8700-321).

Minimum Requirements to Apply for an Urban Forest Catastrophic Storm Grant

- 1) Eligible applicants must be a: Wisconsin city, village, town, county, tribal government or 501(c)(3) non-profit organization working with an eligible organization.
- 2) Damage to an urban forest must have occurred as a direct result of a catastrophic storm event* for which the Governor has declared a state of emergency under s. 166.03, Stats. The damage must be within the geographic area of the designated state of emergency. To determine if your community falls within a declared state of emergency, contact your county's Emergency Management Director, or by calling the statewide Wisconsin Emergency Management office at (608) 242-3232. State of emergency declarations are also posted on the [Office of the Governor](#) web site, see "[Executive Orders](#)." **
- 3) Damage to an urban area must have occurred in an area with a minimum of 100 residents/square mile. The Department determines residential density by using annual population density statistics provided by the [WI Demographic Services Center](#). This data is based on US Census Bureau data available on their website, see "[Wisconsin Geography, Maps, and Graphics](#)." **
- 4) Eligible applicants meeting the criteria above must submit an application postmarked no later than 60 days after the date of the Governor's declaration of emergency.

*Catastrophic storm event means snow, ice, hail, wind or tornado of sufficient ferocity to cause damage to urban forests. Catastrophic storm event does not include forest fires, drought, insect infestations or disease, or water saturation due to flooding.

** External links subject to change.

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Section 1 – Applicant Information

Provide the **Applicant** and **Authorized Representative** information. The authorized representative must be an official or employee of the municipality, tribal government, or non-profit 501(c)(3) organization. The Authorized Representative is the person specifically authorized by resolution of the applicant's governing body to file the urban forestry catastrophic storm grant application on behalf of the Applicant. An authorizing resolution designating a representative to file an application is required. A sample authorizing resolution and instructions are available at: <http://dnr.wi.gov/topic/urbanforests/documents/UFGrantsCombinedResolution.pdf>

If the applicant has a contact person who is different from the Authorized Representative, also complete the second box of information and provide the contact person's name and address.

Section 2 – Estimate of Urban Forest Storm Damage

Provide an estimate of the extent, magnitude and severity of urban forest damage.

Question 1

Estimate the total number of street miles within the damaged area. Also submit a map of the community showing the roads and damaged areas. Aerial maps are preferred and may be obtained from your County or downloaded off the Internet. Highlight on the map those portions of the community where damage has occurred. Be as accurate as possible when identifying the damaged areas.

Question 2a

Provide the number and sizes of trees in specific land areas that require removal. Measure at 4 ½ feet above ground. Measure the circumference or perimeter of the tree at this height, then divide the measurement by 3.14 to determine the diameter. Trees still standing, leaning or tipped that have 50% or more of their branches removed or damaged are eligible for removal.

Question 2b

Provide an explanation of how the numbers of trees were determined; i.e., an actual count or estimate. For example: If tree damage is so severe or widespread, an estimate may be made by performing a quick inventory of damaged trees on one acre, then multiplying this result by all remaining damaged acreage. Wherever possible provide an accurate count.

Question 3

Provide information regarding the management level of the applicants' forestry program. Additional information is welcome. Additional information could include: Is expertise available in the community to perform the work or is expertise needed? If expertise is needed, will a contractor be hired to perform the work? The additional information will help guide DNR urban forestry staff on what technical assistance may be needed.

Question 4

List other potential funding sources. Provide the names of other funding providers and what funds have been requested.

Section 3 – Summary of Estimated Costs

Estimate the amount of funding you will request and how those funds will be used. Cost estimates should not include work to be performed more than 12 months after the date that the Governor declared a state of emergency. Provide cost estimates for the damaged land categories listed on the application. You may complete cost estimates for one, several, or all of the land categories. You may omit Part 2 cost estimates if tree planting is not planned.

For this grant program, no local share – also called match – is required; however, funding requests for tree repair, removal and planting will not be considered if less than \$4,000 in total. Cost estimates may exceed \$50,000; however, the maximum grant award is \$50,000.

Application submission

Eligible applicants are encouraged to submit applications as quickly as possible as grant awards are issued for a maximum period of one year from the date of the Governor's declaration of emergency.

The authorized representative must sign the grant application and submit with a map and other relevant attachments by

Electronic format

Attach the signed electronic form and attachments to an email addressed to
DNRUrbanForestryGrants@wisconsin.gov.

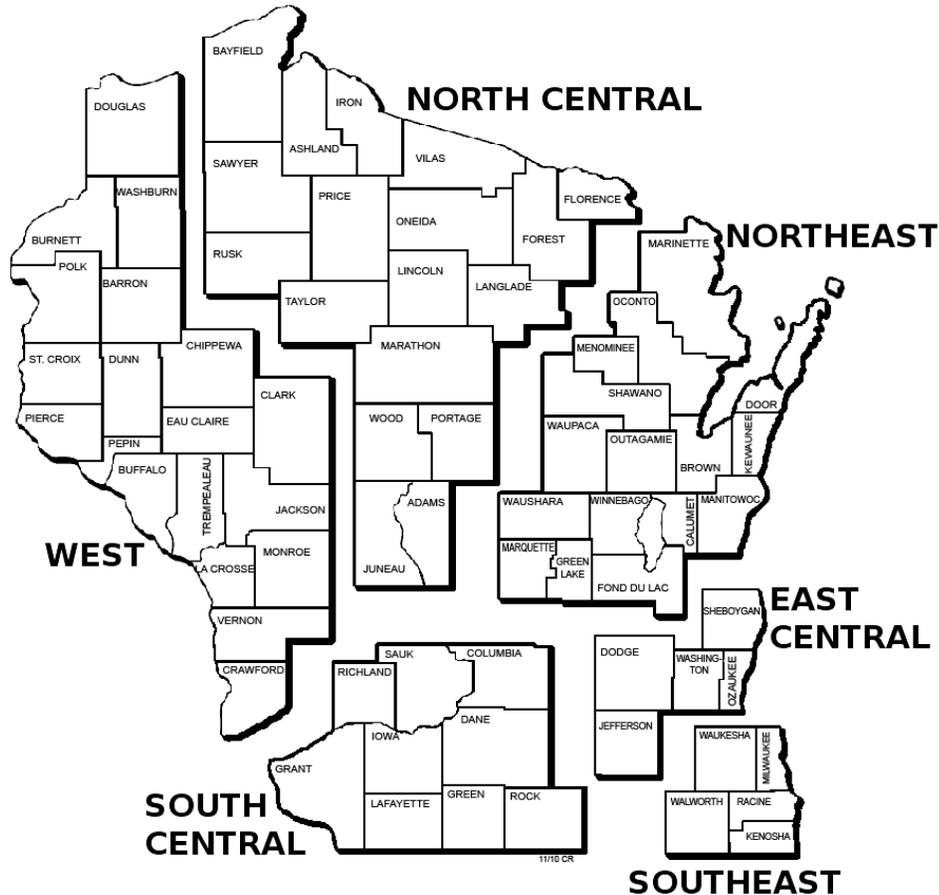
Or, mail hard copies or fax to

Wisconsin Department of Natural Resources
Urban Forestry Grant Manager – FR/4
101 S. Webster St., PO Box 7921
Madison, WI 53707-7921
Fax: 608-266-8576

Applications must be received **no later than 60 days from the date of emergency declaration** (postmarked or received electronically by midnight on the due date).

Further information about this grant program is available at:
<http://dnr.wi.gov/topic/UrbanForests/grants/index.html>

For more information or assistance, contact your [regional Urban Forestry coordinator](#) or the [Urban Forestry grants specialist](#).



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