

## **Wisconsin Urban Forestry Startup Grants**

A primary goal of the Wisconsin DNR Urban Forestry Program is to help communities start and develop their own sustainable urban and community forest management programs. To achieve this, the DNR is now offering two urban forestry grant options: a) the regular urban forestry grant, for communities with existing programs, and b) a new startup grant, for communities that would like to start a program or restart a program they once had.

### **What is a Startup Grant?**

The Urban Forestry Startup Grant requires a simple application and is targeted for small projects that encourage initial tree management. A long term goal is to develop an established tree care and maintenance program in the community.

### **Who is eligible for a Startup Grant?**

Cities, villages, towns, counties, tribes and 501(c)(3) nonprofit organizations are eligible. Nonprofit organizations are encouraged to apply, but must focus their projects on the management of their community's urban trees.

### **What are the Criteria for a Startup Grant?**

- Grants require a 50-50 match with awards ranging from \$1,000 to \$5,000  
(*Total project costs range from \$2,000 to \$10,000*)
- The project sponsor\* must pay 100% of the project costs (cash, in-kind services, and/or donations) up front. Upon project completion the project sponsor requests reimbursement for 50% of eligible costs. (*\*501(c)(3) nonprofit organizations, however may apply for an advance when a grant is awarded*)
- Only one startup grant will be awarded to a community per year
- A maximum of three startup grants will be awarded to an eligible applicant within the lifetime of this startup grant program
- To be eligible for a third startup grant award an applicant must either: a) have an existing tree inventory, or b) use the grant process to complete one
- Projects begin January 1 and must be completed within one calendar year

### **What Projects are Eligible for a Startup Grant?**

There are five types of eligible projects: 1) tree planting, 2) tree pruning, 3) tree removal, 4) a tree inventory or management plan, and 5) public outreach. Public outreach projects may include forming a tree board, writing a community street tree ordinance, staff training or improving public awareness on the value of trees and their management requirements.

### **What are Eligible Costs for a Startup Grant?**

**Eligible costs** are those necessary for completing the project. Costs must be documented, reasonable and consistent with the project scope. Examples include:

- salaries and fringe benefits of people working directly on the project
- costs of services, supplies, equipment or facilities used on the project
- value of labor, services, supplies, equipment or facilities donated to the project by third parties

**Keep in mind that the urban forestry grant program is just one of the many tools we offer to support your community.**

**To determine if an Urban Forestry Startup Grant is right for you, follow these 3 simple steps:**



**Step 1** Is the applicant a city, village, town, county, tribe or 501(c)(3) nonprofit organization?

\_\_\_ Yes. *You are eligible to apply for a DNR urban forestry grant. Go to step 2.*

*(Note: If you are a 501(c)(3) nonprofit organization please answer the questions that follow based on information for the community you serve, not for your own organization.)*

\_\_\_ No. *You are not eligible to apply for a DNR urban forestry grant. Stop here.*



**Step 2** Please check all that describe your community's current level of tree management and maintenance. *New Applicants are encouraged to contact their Regional Urban Forestry Coordinator for guidance regarding project eligibility and completing the program evaluation.*

\_\_\_ Trying to start a community-wide tree care program for the first time.

\_\_\_ Tree care activities were once a regular part of a community-wide program that has ended. We want to start up this program again.

\_\_\_ Tree maintenance activities (pruning, planting and removals) are not practiced routinely.

\_\_\_ The level of involvement and support for our community's tree care activities by boards / committees, elected officials, organizations and/or the public is low to non-existent.

\_\_\_ None of the above.

**Did you check two or more of the above categories?**

\_\_\_ Yes. *You may be eligible to apply for an urban forestry startup grant. Go to Step 3*

\_\_\_ No. *You are not eligible to apply for an urban forestry startup grant. Stop here.*

*You may, however, be eligible to apply for a regular urban forestry grant. For an application go to: <http://dnr.wi.gov/forestry/UF/grants/> or contact the urban forestry grants coordinator at (608) 267-3775.*



**Step 3** Please check the option(s) that describe your project.

\_\_\_ Our grant request is between \$1,000 and \$5,000.

*(Total project costs range from \$2,000 to \$10,000).*

\_\_\_ Our project includes at least one, but not more than two of the following activities:

tree inventory/management plan - tree planting - tree pruning - tree removal - public outreach\*. *(\*Public outreach may include forming a tree board, writing an ordinance, training staff or improving public awareness on the value of trees and their management requirements)*

If you checked both items in Step 3 you qualify to apply for an urban forestry startup grant. **Please fill out and submit an application (form number 8700-320) before the October 3, 2011 application deadline.**

If your project is not limited to these 5 project types or you would like to apply for more than \$5,000 (up to \$25,000), consider applying for a regular urban forestry grant. For a regular urban forestry grant application go to: <http://dnr.wi.gov/forestry/UF/grants/> .