



## WISCONSIN DEPARTMENT OF NATURAL RESOURCES NOTICE OF FINAL GUIDANCE & CERTIFICATION

*Pursuant to ch. 227, Wis. Stats., the Wisconsin Department of Natural Resources has finalized and hereby certifies the following guidance document.*

### DOCUMENT ID

FA-20-0024

### DOCUMENT TITLE

Urban Forestry Catastrophic Storm Grant Program Application Guidance

### PROGRAM/BUREAU

Urban Forestry, Applied Forestry Bureau

### STATUTORY AUTHORITY OR LEGAL CITATION

S. 23.097, Wis. Stats. & S. NR47.95, Wis. Admin. Code

### DATE SENT TO LEGISLATIVE REFERENCE BUREAU (FOR PUBLIC COMMENTS)

2/10/2020

### DATE FINALIZED

4/6/2020

### DNR CERTIFICATION

*I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections 227.10 and 227.11 of the Wisconsin Statutes. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.*

March 27, 2020

Signature

Date

## **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 non-profit 501(c)(3) 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 either postmarked or electronically (received by midnight) 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.*

### **Application Form** (Form # [8700-321](#))

#### **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**

Provide the totals for the following within your community boundary: total square miles, estimated total square miles of the damaged area, total street miles and estimated total damaged street miles. Please indicate the method used to obtain these totals. Submit a map of the community showing the roads and damaged areas. GIS aerial photo 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 2

Provide the number and sizes of trees per class that require removal within the damaged area(s). Measure at 4½ feet above ground. If using a standard tape measure, 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.

### **Section 3 – Grant Request for Urban Forestry Storm Damage and Other Financial Support**

#### Question 1

Estimate the amount of funding you will request and how those funds will be used. Cost estimates should only include work to be performed within 12 months of the date the Governor declared a state of emergency.

For this grant program, no local share – also called match – is required; however, funding requests for tree removal, saving and replacing 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. A 50% advanced payment is available.

#### Question 2

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

### **Section 4 – Certification**

**The authorized representative must sign and date the application and submit with a map, resolution, and other relevant attachments.**

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.

#### **Electronic format preferred:**

Email signed application and associated attachments to:  
[DNRUrbanForestryGrants@wisconsin.gov](mailto:DNRUrbanForestryGrants@wisconsin.gov).

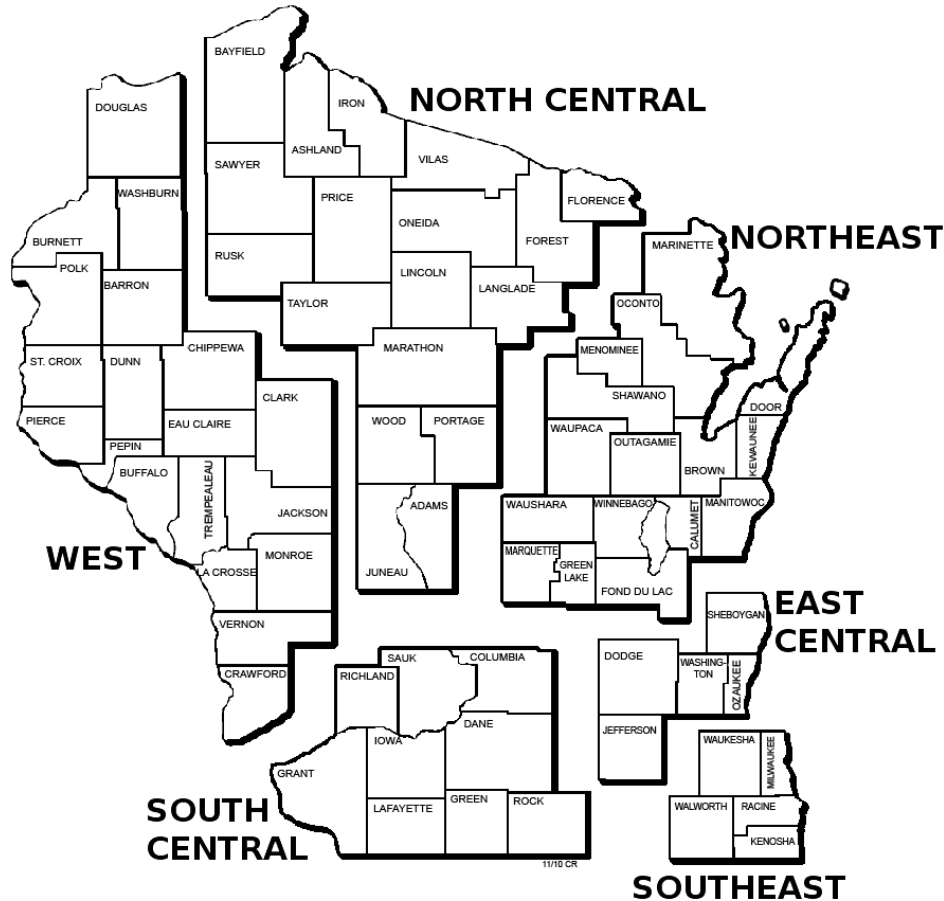
#### **Or mail or fax hard copies to:**

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

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

Further information about this and other Urban Forestry grants is available at:  
<http://dnr.wi.gov/topic/UrbanForests/grants/index.html>

For more information or assistance, contact your Urban Forestry Coordinator or the [Urban Forestry Financing Specialist](#).



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