



2022 FALL North Dakota Forest Service America the Beautiful (ATB) Program Development Grant

ATB Program Development Grant is a competitive grant program available to North Dakota communities, administered by NDSU-North Dakota Forest Service in cooperation with the USDA Forest Service. Associated documents are available at <https://www.ag.ndsu.edu/ndfs/programs-and-services/america-the-beautiful-grant-opportunities>

Applicant MUST contact one of these NDFS personnel to coordinate project planning efforts and to obtain a grant application:

Gerri Makay Community Forestry Manager - Carrington Tel: (701) 652-2951 • E-mail: Gerri.Makay@ndsu.edu

Joel Allen Community Forestry Specialist - Bismarck Tel: (701) 328-9941 • E-mail: Joel.Allen@ndsu.edu

Beth Peske Community Forestry Assistant - Bismarck Tel: (701) 389-7503 • E-mail: Beth.Peske@ndsu.edu

PROGRAM OVERVIEW

PROGRAM PURPOSE	To stimulate the development of innovative and effective community forestry program development projects.
ELIGIBLE APPLICANTS	Applicant must contact NDFS personnel to coordinate project planning efforts at which time they will receive the grant application. Public entities that own or control the land where the project will be located must submit the application.
FUNDS AVAILABLE	A public entity is eligible to receive a maximum grant award of \$10,000 . Bids or price quotes will be required for successful applicants. Grant funds will be distributed on a reimbursement basis.
MATCH REQUIREMENTS	At least 50% of the total cost of the project must be contributed by the applicant from sources other than federal funds, in the form of cash and/or in-kind contributions.
APPLICATION DEADLINE	11:59 PM/October 31, 2022- Applications must be sent by electronic format (preferred) OR postmarked by this time/date. Applications sent electronically/postmarked after October 31 will not be accepted. Email your application to one of the Community Forestry staff listed above.

***Please save applications as Year-Project Type-Entity (eg: 2022Fall ATB PD Anytown)**

If you are submitting by mail, please mail the ORIGINAL application (no copies needed) to:
Community Forestry Grants
North Dakota Forest Service
916 East Interstate Ave Suite 4
Bismarck, ND 58503-1227

PROJECT COMPLETION Projects must be completed and all reimbursement forms submitted by **November 30, 2023**.

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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2022 FALL North Dakota Forest Service America the Beautiful Program Development (ATB PD)

Application Deadline: October 31, 2022

Entity: Anytown Park Board

Community: Anytown, ND

Primary Contact Person:

Name: Bob Brown

Mailing Address: 11123 West Park Dr

Day Phone: (701) 223-4566

Email: bob.brown@anytown_parks.com

Title: Park Board President

City: Anytown, ND Zip: 52355

Cell: (701) 223-4566

Secondary Contact Person:

Name: Beth Briar

Mailing Address: 2886 Cottontail Ln

Day Phone: (701) 934-2121

Email: beth.briar@anytown_parks.com

Title: Park Board Secretary

City: Anytown, ND Zip: 52355

Cell: (701) 934-2121

Is the primary contact person the individual who will manage this project? YES NO

If no, please list the name and title of the individual managing this project. _____

Projects must be on publicly owned or publicly controlled property.

Is this project on publicly owned or controlled property? YES NO If no, the project is not eligible.

Eligible projects may request up to \$10,000. To assist in the successful completion of this application reference

Supporting Documents: <https://www.ag.ndsu.edu/ndfs/documents/2022fall-supporting-docs.pdf>

Applicant MUST contact NDFS personnel to coordinate project planning efforts during the process of completing this application. See personnel contact information at www.ndsu.edu/ndfs/.

Name of NDFS Community Forestry Staff: Joel Allen

Date(s) of Contact: By phone and email July-September 2022, in person on September 29

Provide the legal land description of the project location. We will use this information to conduct Class I cultural resource reviews. To assist with your legal land descriptions: <http://mapservice.swc.state.nd.us/>

County Name	Township Number	Range Number	Section Number	Quarter NE, NW, SE, SW
Anytown	55N	78W	4	NE

The Unique Entity Identifier (UEI) is replacing the DUNS number. How to get the UEI: Each entity is registered in SAM.gov today, including inactive registrations. Your Unique Entity ID (SAM) has already been assigned and is viewable in SAM.gov. The Unique Entity ID is currently located below the DUNS number on your entity registration record. Remember, you must sign in to your SAM.gov account to view entity records. To learn how to view your Unique Entity ID (SAM) go to [this help article](https://www.gsa.gov/). To learn more about the UEI go to <https://www.gsa.gov/>.

Please identify your organization's 12-character (alpha-numeric) code:

1	2	3	4	5	6	7	8	9	1	0	1
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Eligible ATB Program Development projects will be prioritized in the following order:

- A. Tree inventories
- B. Tree removals
 - Ash trees – implementation of an Emerald Ash Borer (EAB) Community Action Plan;
 - Trees that have a potential risk of failure (dead trees, structural problems) and
 - Dutch elm disease
- C. Development of a Community Forestry Action Plan (include diversity, preparing for EAB)
- D. Master planting plans
- E. Other projects based on benefit to the community

Did you use the ND TIP Tool in planning this project? YES NO If YES, explain briefly how it was used.

We used the ND TIP Tool to identify poor condition ash and elm trees throughout Anytown's parks.

Please provide thorough information for the review committee to understand your project. Projects will be ranked according to the quality of the application as a whole and how well the specified scoring criteria are addressed. Refer to the Grant Scoring Guidelines at <https://www.ag.ndsu.edu/ndfs/documents/2022-scoring-guidelines-atbpd.pdf>.

Describe the type of project and clearly outline its purpose and goals. Include a planting plan or design which contains existing trees, proposed trees, all utilities, infrastructure, waterways, etc. (reference Supporting Documents.)

For many years, Anytown's park trees have suffered from a combination of pests, diseases, poor management, and harsh weather events. Many of the ash and elm trees in the city parks are in poor condition with snapped limbs and poor form. Most of the trees currently in the park are green ash that were planted too close together several decades ago. Now, with the threat of Emerald Ash Borer in neighboring states, we are seeking to proactively remove poor condition ash trees to spread out the cost of removal and mitigation. Several of our historic elm trees have also shown symptoms of Dutch Elm Disease, and we wish to remove the infected trees to slow the spread of DED throughout the community. We eventually want to plant a variety of hardy tree species that can withstand both our cold weather as well as exotic and native pests and diseases. The first step in this process is removing trees that are already on their way out to make room for new plantings. Our long-term vision is a diverse, healthy, and resilient urban forest that provides ecosystem benefits and recreation opportunities for Anytown's residents.

Attach additional pages as necessary for any of the questions.

How will the project stimulate the development of an effective community forestry program?

Removal of poor condition ash trees is step one of our city's Emerald Ash Borer Response Plan. According to the ND Tip Tool, Anytown's urban forest currently consists of 45% green ash. We want to reduce this percentage and plant a variety of tree species so that our forest will be able to withstand several types of disturbances. The same rationale lies behind removal of the elm trees.

Why is the project important to the community?

Anytown's city parks are routinely used for community gatherings such as concerts, farmers markets, school events, and our annual bale bucking festival. Removing the larger declining trees is a matter of public safety as well as a means to make the park more beautiful. We want to reduce our ash and elm tree percentages and eventually replant a variety of species. The arrival of Emerald Ash Borer could devastate our parks' trees so we are trying to get a head start on removing them and making way for new tree species.

If removing trees, list the name and title of the individuals who decide which trees should be removed:

Jimmy Dean, local tree expert and naturalist, and Beth Briar, Park Board Secretary, will be responsible for deciding which trees should be removed. In addition to utilizing data already on the ND TIP Tool, these individuals will also receive technical assistance from NDFS Community Forestry Staff, professional arborists and landscaping companies, and neighboring communities who have completed similar tree removal projects.

How many trees are you removing? Include a map showing each tree to be removed.

If removing trees, what are your plans to replant trees?

The plan is to remove trees within the next year and start planting in the spring of 2024. We plan on applying for the NDFS America The Beautiful Tree Planting grant in the spring and to start talking with nurseries about species availability next year. We will consult multiple nurseries in the area, and we hope to get local volunteer groups involved in the planting process.

Attach additional pages as necessary for any of the questions.

Please identify by name and/or title the individuals who will be involved with the project and explain what they will do.

Beth Briar- Park Board Secretary-Identify trees for removal and coordinate volunteer efforts
Bob Brown- Park Board President- Complete grant paperwork and interact with NDFS staff
Joel Allen- NDFS Community Forestry Specialist- Provide technical assistance regarding tree condition, ND Tip Tool, and insect and disease diagnosis
Jimmy Dean- Local volunteer- Remove smaller trees, cut up removed trees, provide wood chipper and haul away debris
Volunteer Groups- pile up branches and assist with chipping the branches
Contracted Tree Service- felling of large trees

How are volunteers involved with the project?

Volunteers can help with identification of Dutch Elm Disease and poor condition ash trees. Once removals have occurred, volunteers will assist with cutting the limbs and piling the branches on the side of the road. Some volunteers will also help feed branches into the chipper and haul the debris away.

What is your plan of work and project schedule?

The tree removals will take place after the grant award is received late winter/early spring. Diseased or decaying trees will be prioritized based on level of severity. Chipping will happen the week following the removals along with stump grinding. Timing will be late enough in the spring where soil fill in and reseeding can be successfully done.

Attach additional pages as necessary for any of the questions.

Where will the project be located? Include maps of the community showing the location of the project and a detailed map of the project site (reference [Supporting Documents](#).) Remember to consider the location of above ground and below ground utilities.

Most of the tree removals will occur in the Anytown City Park and Flickertail Park, as these have the most trees and are the most used areas in town. A few trees in Owl Creek Park may also be considered for removal in this project.

What entity owns the property?

City of Anytown

If a board or council is responsible, name the board or council:

Anytown Park Board

What additional information would you like to share with the review committee to help them understand the project?

The Anytown Park Board takes the threat of Emerald Ash Borer very seriously. Having seen the wake of destruction left by EAB in other states, we want to take preemptive action to minimize the impact it will have on our parks when it arrives in North Dakota. Right now is the time to start removing trees in order to spread out the damage and repercussions of EAB and Dutch Elm Disease. We appreciate the assistance from NDFS in planning the project and the opportunity to potentially receive funding to assist with these large tree removals.

Attach additional pages as necessary for any of the questions.

Project Cost In-Kind Contributions

2. Community's In-Kind Contribution

Donated items must be used for the project; no peripheral expenses can be used as match, such as food, refreshments, or other items outside the scope of the project.

A. In-Kind Labor – Volunteers

Estimate the community's "In-Kind Labor Contribution" to complete this project.

Suggested Volunteer Labor Value: \$20.00 per hour .

ACTIVITY	VOLUNTEER GROUP'S NAME (IF APPLICABLE)	# OF PEOPLE	# OF HOURS	TOTAL HOURS	VALUE PER/HR.	GRAND TOTAL
Planning	Anytown Park Board	3	16.00	48.00	\$ 20.00	\$ 960.00
Identifying and marking trees	Beth and Jimmy	2	16.00	32.00	\$ 20.00	\$ 640.00
Removal of smaller trees	Jimmy Dean	1	16.00	16.00	\$ 20.00	\$ 320.00
Creating slash piles	Volunteers	4	8.00	32.00	\$ 20.00	\$ 640.00
Chipping slash piles	Volunteers and Jimmy	4	4.00	16.00	\$ 20.00	\$ 320.00
Hauling debris to dump	Jimmy Dean	1	2.00	2.00	\$ 20.00	\$ 40.00
Stump grinding and reseedling	Jimmy Dean	1	24.00	24.00	\$ 20.00	\$ 480.00
Copy amount to In-Kind Labor on Project Budget Estimate - TOTAL VALUE OF IN-KIND LABOR						\$ 3,400.00

B. In-Kind Equipment

What donated equipment will be used to complete this project?

See Equipment Values in [Supporting Documents](#).

ACTIVITY	EQUIPMENT USED	# OF HOURS	VALUE PER HR.	TOTAL VALUE
Removal of smaller trees	18 " chainsaw	16.00	\$ 2.13	\$ 34.08
Stump removal	Stump Grinder	16.00	\$ 46.96	\$ 751.36
Chipping slash	15 " capacity wood chipper	5.00	\$ 34.17	\$ 170.85
Hauling debris	3/4 ton pickup	16.00	\$ 12.77	\$ 204.32
Soil fill in	Backhoe Loader	2.00	\$ 30.36	\$ 60.72
				\$ 0.00
				\$ 0.00
Copy amount into In-Kind Equipment on Project Budget Estimate - TOTAL VALUE IN-KIND EQUIPMENT				\$ 1,221.33

C. In-Kind Supplies

What supplies or other donated items of value will be used to complete your project?

Food and refreshments are not eligible.

SUPPLIES	VALUE
Grass seed	\$ 200.00
Place the value of the in-kind item in the appropriate category on Budget Estimate	
TOTAL VALUE OTHER IN-KIND CONTRIBUTIONS	
	\$ 200.00

2. Community's In-Kind Contribution (continued from page 6)

Donated items must be used for the project; no peripheral expenses can be used as match, such as food, refreshments, or other items outside the scope of the project.

D. In-Kind Space Rental (Example: meeting room)

SPACE RENTAL	VALUE
Place the value of the in-kind item in the appropriate category on Budget Estimate	
TOTAL VALUE OF OTHER IN-KIND CONTRIBUTIONS	\$ 0.00

Project Cost Cash Expenses

Grant Funds and Applicant Cash Match Expenditures

3. Cash expenses for your project.

A. Site Preparation - What is the estimated cost of preparing the site for the project?

ACTIVITY	TOTAL
TOTAL ESTIMATED COST OF SITE PREPARATION	\$ 0.00

B. Supplies - What is the estimated cost of supplies needed for completing this project?

ITEM PURCHASED	QTY	X COST PER	= TOTAL COST
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
TOTAL ESTIMATED COST OF SUPPLIES			\$ 0.00

C. Contracted Services -

What is the estimated cost for contracted services: **\$ 10,000.00**

Place in 5B and/or 5C
PROJECT BUDGET ESTIMATES
on pg 8

No person may engage in the business nor act in the capacity of a contractor within the State of North Dakota when the cost, value, or price per job exceeds the sum of four thousand dollars without first having a license. (NDCC 43-07-02).

PROJECT BUDGET ESTIMATES

At least 50% of the total cost of the project must be contributed by the applicant in the form of cash, services, and/or in-kind contributions.

PROJECT EXPENSES	APPLICANT IN-KIND MATCH A	APPLICANT CASH MATCH B	GRANT FUNDS C	TOTAL D
Labor 1	Question-2A \$ 3,400.00		NOT ALLOWED	A+B=D \$ 3,400.00
Equipment 2	Question-2B \$ 1,221.33		NOT ALLOWED	A+B=D \$ 1,221.33
Site Preparation 3		Question-3A	Question-3A	A+B+C=D \$ 0.00
Supplies 4	Question-2C \$ 200.00	Question-3B	Question-3B	A+B+C=D \$ 200.00
Contracted Services 5		Question-3C \$ 3,000.00	Question-3C \$ 7,000.00	A+B+C=D \$ 10,000.00
Rental Space 6	Question-2D		NOT ALLOWED	A+B=D \$ 0.00
Other (please specify) 7				A+B+C=D \$ 0.00
TOTAL 8	Sum A1-A7 \$ 4,821.33	Sum B1-B7 \$ 3,000.00	Sum C3-C7 \$ 7,000.00	Sum D1-D7=Sum A8+B8+C8 \$ 14,821.33

Applicant's In-Kind Match Contribution (A8) \$ 4,821.33

Applicant's Cash Match Contribution (B8) \$ 3,000.00

Grant Funds Requested (may not be more than maximum allowable grant award) (C8) \$ 7,000.00

Total Project Cost (D8) \$ 14,821.33

CHECK LIST - Please check appropriate boxes

Include one (1) copy of your community's **Tree Ordinance**. If your community does not have a tree ordinance, a pledge is required to develop one. See page 9 at the asterisk* located above the signature line. (Not required for Tree City USAs, we have one on file)

Please indicate here if you are a **Tree City USA**

Proposed Projects

Email the following (or mail ORIGINAL ONLY- no copies):

Completed application.

Photographs of proposed project site.

Vicinity maps indicating location of project;
 1. A map identifying project location within the city; and
 2. A map of the project location identifying highways, streets, and properties surrounding the project (residential, business, education, etc. Examples in [Supporting documents.](#))

Project design plan. (Examples in [Supporting Documents.](#))

Project grant funds are distributed on a reimbursement basis. Reimbursement requests must be submitted for payment at the completion of the project and only upon passing inspection by NDFS Community Forestry Staff. Proof of payment in the form of cleared checks or receipts showing payment by a credit card are required to be submitted with reimbursement documents. All reimbursement documents must be received by NDFS no later than November 30, 2023.

**Project expenses for which you seek reimbursement
must be incurred AFTER a contract is signed by the State Forester.**

AUTHORIZING SIGNATURE

By signing below, I certify that to the best of my knowledge the information is true. I acknowledge that I am authorized to commit funding and accept America the Beautiful Program Development Grant Funds for this project if approved by ND Community Forestry Council and the State Forester.

* Our community does not have a tree ordinance; we pledge to develop one and present it for approval to the appropriate local government officials. Once approved, a copy of the ordinance will be sent to the ND Forest Service. This must be done before reimbursement will be made to the community.

Bob Brown

Park Board President

Bob

10/17/2022

Print Name

Print Title

Authorized Signature

Date

Email the following (or mail ORIGINAL ONLY- no copies):

1. Completed application
2. Photographs of proposed project site
3. Vicinity maps indicating location of project
4. Project design plan

Include **one (1) copy** of your community's **Tree Ordinance** with your application.

Application must be received electronically by 11:59pm on October 31, 2022 OR postmarked no later than October 31, 2022.

***Please save applications as Year-Project Type-Entity (eg: 2022Fall ATB PD Anytown)**

Email to the NDFS Community Forestry Staff you worked with, see email addresses on page 1.

Mail to:

Community Forestry Grants
North Dakota Forest Service
916 East Interstate Ave Suite 4
Bismarck, ND 58503-1227

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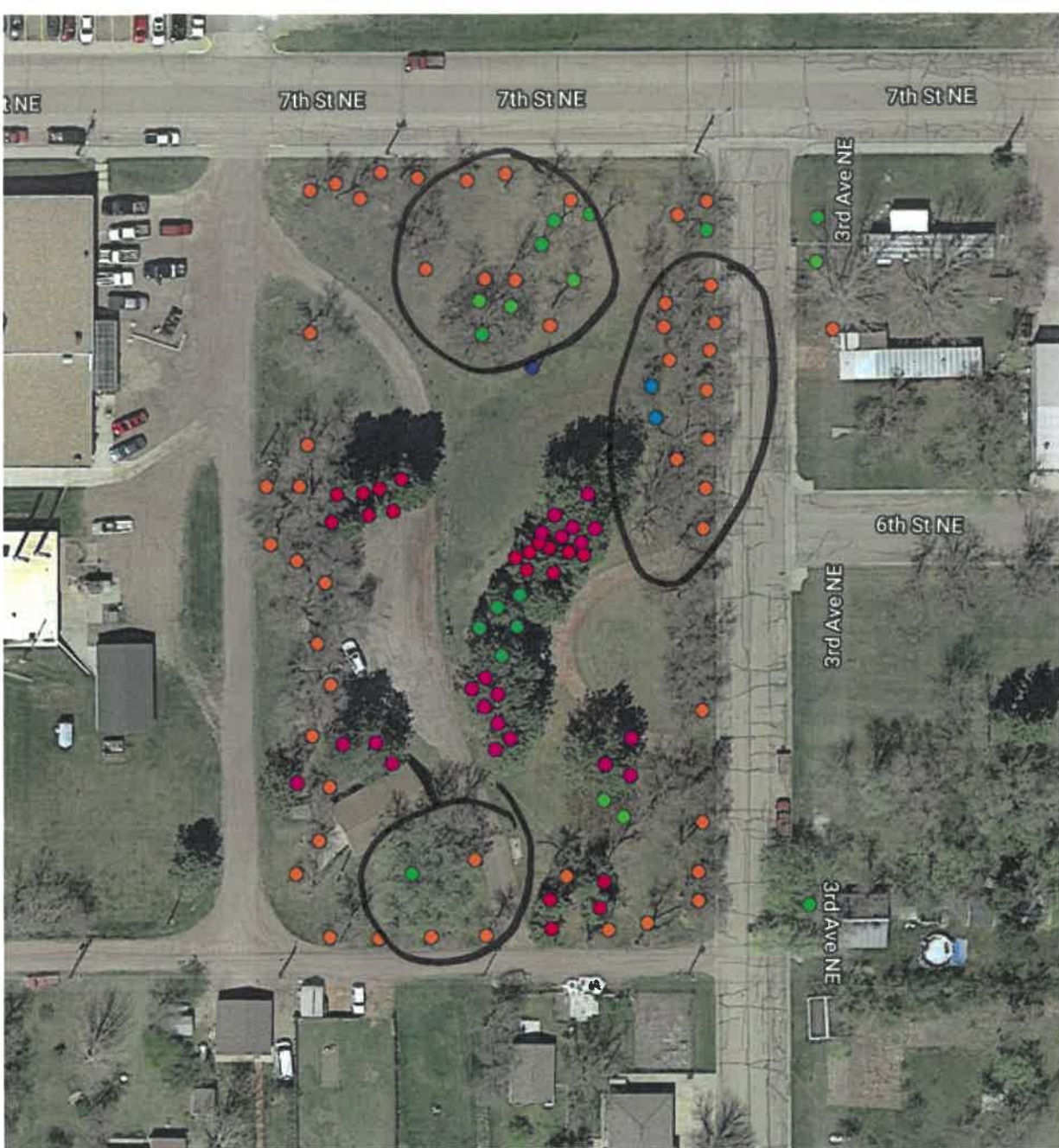
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This publication is available in alternative formats upon request by calling (701) 328-9944.



FLICKERTAIL PARK

CIRCLED AREAS INDICATE
POTENTIAL REMOVALS

ORANGE = POOR CONDITION ASH

GREEN = POOR CONDITION ELM



ANYTOWN CITY PARK

CIRCLED AREAS INDICATE POTENTIAL
REMOVALS



OWL CREEK PARK

ARROWS INDICATE TREES THAT MAY BE REMOVED

POOR CONDITION ASH IN CITY PARK



POOR CONDITION ASH IN FLICKERTAIL PARK

