



North Dakota Forest Service America the Beautiful (ATB) Program Development Grant Spring 2014

Application Deadline: 30 April 2014

NOTE: Flood Recovery Project applications will be accepted on an on-going basis, pending availability of funds. Contact NDFS Community Forestry staff.

Entity: _____

Community: _____

Primary Contact Person:

Name: _____

Title: _____

Mailing Address: _____

Day Phone: _____

Cell: _____

Email: _____

Second Contact Person:

Name: _____

Title: _____

Day Phone: _____

Cell: _____

Email: _____

Applicant MUST CONTACT NDFS personnel prior to submission of application. See personnel contact information at www.ndsu.edu/ndfs/.

Name of NDFS Community Forestry Staff: _____

Date of Contact: _____

Provide the legal land description of project location.

County Name	Township Number	Range Number	Section Number	Quarter NE, NW, SE, SW

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/>

↳ **ATB Program Development** ↳

d. Who are the project personnel and what will they do?

e. How are volunteers involved with the project?

f. What is your plan of work and project schedule?

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

Attach additional pages as necessary for any of the questions.

Project Cost Estimate In-kind Contribution

2. Community's In-Kind Contribution

A. In-Kind Labor - Volunteers

Estimate the community's "In-Kind Labor Contribution" to complete this project.
 (Suggested Volunteer Labor Value: \$10.00 per hour.)

ACTIVITY	VOLUNTEER GROUP'S NAME (IF APPLICABLE)	# OF PEOPLE	# OF HOURS	TOTAL HOURS	VALUE X PER/HR.	GRAND = TOTAL
(Copy amount into In-Kind Labor on Project Budget Estimate.)						
TOTAL VALUE OF IN-KIND LABOR						1A

B. In-Kind Equipment

What donated equipment will be used to complete this project?
 (Suggested Values: Small Equipment \$15 - \$20 per hour, Large Equipment \$50 - \$70 per hour.)

ACTIVITY	EQUIPMENT USED	# OF HOURS X	VALUE PER HOUR	= TOTAL VALUE
(Copy amount into In-Kind Equipment on Project Budget Estimate.)				
TOTAL VALUE OF IN-KIND EQUIPMENT				2A

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
(Place the value of the in-kind item in the appropriate category of the Budget Estimate.) TOTAL VALUE OF OTHER IN-KIND CONTRIBUTIONS	4A

D. In-Kind Space Rental

(Example: meeting room)

SPACE RENTAL	VALUE
(Place the value of the in-kind item in the appropriate category of the Budget Estimate.) TOTAL VALUE OF OTHER IN-KIND CONTRIBUTIONS	6A

Project Cost Cash Expenses

Grant Funds and Applicant Cash Match Expenditures

3. Estimate Cash Expenses for your Project

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

ACTIVITY	COST	TOTAL
TOTAL ESTIMATED COST OF SITE PREPARATION		3B and/or 3C

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

ITEM PURCHASED	QUANTITY OF ITEM	COST PER ITEM	TOTAL COST OF ITEM
TOTAL ESTIMATED COST OF SUPPLIES			4B and/or 4C

C. Contracted Services

Estimated cost of contracted services: \$ _____
5B and/or 5C

PROJECT BUDGET ESTIMATES

PROJECT EXPENSES		APPLICANT IN-KIND MATCH A	APPLICANT CASH MATCH B	GRANT FUNDS C	TOTAL D
Labor	1	Question-2A		NOT ALLOWED	A1+B1=D1
Equipment	2	Question-2B		NOT ALLOWED	A2+B2=D2
Site Preparation	3		Question-3A	Question-3A	A3+B3+C3=D3
Supplies	4	Question-2C	Question-3B	Question-3B	A4+B4+C4=D4
Contracted Services	5		Question-3C	Question-3C	A5+B5+C5=D5
Rental Space	6	Question-2D		NOT ALLOWED	A6+B6+C6=D6
Other (please specify)	7				A7+B7+C7=D7
TOTAL	8	Sum A1-A7	Sum B1-B7	Sum C3-C7	Sum D1-D7 = Sum A8+B8+C8

Budget Summary

Applicant's In-kind Contribution (A8) \$ _____

Applicant's Cash Contribution (B8) \$ _____

Grant Funds Requested (C8) \$ _____
 (Grant funds requested may not be more than maximum award of grant.)

Total Project Cost (D8) \$ _____

NOTE: Flood Recovery Projects are eligible for grant awards up to \$50,000. Other eligible projects may request up to \$10,000. All projects require a 1:1 non-federal match from the applicant.

Project expenses for which you will seek reimbursement must be incurred AFTER a contract is signed. Project grant funds are distributed on a reimbursement basis. Reimbursement requests must be submitted for payment at the completion of the project.

Check List

Please check appropriate boxes.

1st. Tree Ordinance

- a. 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 below at the asterisk *above the signature line. (Not required for Tree City USAs, we have one on file.)
- b. Please indicate here if you are a Tree City USA.

2nd. Proposed Projects (9 copies of each of the following)

- a. Completed application.
- b. Photographs of proposed project site.
- c.
 - Vicinity maps indicating location of project;
 - A map identifying project location within the city; and
 - A map of the project location identifying highways, streets and properties surrounding the project (residential, business, education, etc.).

The federal government has adopted the use of DUNS numbers to track how federal grant money is allocated. **Failure to provide a DUNS number will result in disqualification of the grant application.** (If you do not know your organization's DUNS number, call 1-866-705-5711 or visit the Dun & Bradstreet webpage at <http://fedgov.dnb.com/webform/displayHomePage.do>.)

Please identify your organization's DUNS number: _____

AUTHORIZING SIGNATURE

By signing below, I certify to the best of my knowledge the information is true. I acknowledge that I am authorized to commit funding and accept America the Beautiful Grant Funds if this project is approved by the 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.

Print Name	Print Title	Authorized Signature	Date
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