



2016

# North Dakota Forest Service America the Beautiful (ATB) Tree Planting Grant

## Application Deadline: 30 April 2016

Entity: \_\_\_\_\_

Community: \_\_\_\_\_

Primary Contact Person: Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Day Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Email: \_\_\_\_\_

Secondary Contact Person: Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Day Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Email: \_\_\_\_\_

<b>Applicant MUST contact NDFS personnel to coordinate project planning efforts during the process of completing this application. See personnel contact information at <a href="http://www.ndsu.edu/ndfs/">www.ndsu.edu/ndfs/</a>.</b>
Name of NDFS Community Forestry Staff: _____
Date of Contact: _____

Provide the legal land description of 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



# Project Cost Estimate In-kind Contribution

## 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: \$15.00 per hour.*

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

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

**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
<b>TOTAL VALUE OF IN-KIND SUPPLIES</b>	<sup>4A</sup>

**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	COST	TOTAL
<b>TOTAL ESTIMATED COST OF SITE PREPARATION</b>		<sup>3B and/or 3C</sup>

**B. Supplies.** What is the estimated cost of non-plant materials needed for completing this project?

ITEM PURCHASED	QUANTITY OF ITEM	COST PER ITEM	TOTAL COST OF ITEM
<b>TOTAL ESTIMATED COST OF SUPPLIES</b>			<sup>4B and/or 3C</sup>

Emerald ash borer (EAB) is a highly invasive, non-native beetle that attacks and kills all species of ash (*Fraxinus*) trees. Ash is one of the most common trees planted and found in North Dakota communities. The loss of these trees would be devastating from an ecological and economic standpoint. Given this threat and potential threats of future invasive insects or diseases, it is in the long-term interest of communities to increase the genetic diversity of the trees we plant. This can be done by planting multiple genera and species within these genera. Examples of genera: Oak – *Quercus*, Birch – *Betula*, Linden - *Tilia*

The use of multiple genera and species will result in higher scores from the review committee.

**C. List the Plant Materials to be used.**

Estimate the cost of plant materials to complete your project.

Size examples: 6' Bare Root (BR) 1½", (BR) #5 container, 1½" Balled and Burlapped (B&B)

SPECIES	SIZE	NUMBER	COST PER TREE	TOTAL COST
<b>TOTAL COST OF PLANT MATERIALS</b>				5B and/or 5C

Businesses that sell nursery stock must have a valid nursery license issued by the ND Department of Agriculture (NDCC 4-21.1-06). No person may engage in the business nor act in the capacity of a contractor within this state when the cost, value, or price per job exceeds the sum of two thousand dollars without first having a license. (NDCC43-07-02).

**D. Contracted Planting Services.**

Estimated Labor Cost for planting services: \$ \_\_\_\_\_  
6B and/or 6C

**Community must follow a three-year maintenance requirement. See Supporting Documents.**

## 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
Plant Materials 5		Question-3C	Question-3C	A5+B5+C5=D5
Contracted Planting Services 6		Question-3D	Question-3D	A6+B6+C6=D6
<b>TOTAL</b> 7	Sum A1-A6	Sum B1-B6	Sum C3-C6	Sum D1-D6 = Sum A7+B7+C7

### Budget Summary

Applicant's In-kind Contribution (A7) \_\_\_\_\_

Applicant's Cash Contribution (B7) \_\_\_\_\_

Grant Funds Requested (C7) \_\_\_\_\_

*(Grant funds requested may not be more than maximum allowable grant award.)*

**Total Project Cost** (D7) \_\_\_\_\_

- NOTE:**
- Eligible projects may request up to \$10,000
  - Applicant must contact NDFS personnel to coordinate project planning efforts in the course of completing the application
  - 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

**Project expenses for which you 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 by the due date listed, and only upon passing inspection by NDFS Community Forestry Staff.

# 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 (original & 8 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, businesses, schools, etc.).
- d.  Project planting or design plan.

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.

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Print Name	Print Title	Authorized Signature	Date
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