

**North Dakota Forest Service**  
**Community Forestry Grant Program**  
ATB (America the Beautiful) and CFF (Community Family Forest) Grants

**Frequently Asked Questions**

**Planning the project**

**Q: WHAT IS A PROJECT DESIGN PLAN?** (*Examples in [Supporting Documents](#)*)

A project design plan includes detailed maps showing the area where the project will be taking place and identifies approximate locations where trees and or shrubs will be planted, managed, pruned, or where trees will be removed.

**Q: WHAT ARE ELIGIBLE EXPENSES FOR GRANT AND MATCH?**

Eligible expenses for grant projects include site preparation, management, tree removals, cost of trees, mulch, stakes and ties, watering bags, contractor fees, rental of equipment to complete the project.

**Q: HOW DO WE CHOOSE APPROPRIATE TREE SPECIES FOR A SITE?**

Select trees that are northern hardy and are a good fit for the project site. Work with a ND Department of Agriculture licensed and reputable nursery that offers proven plants for North Dakota's cold climate and alkaline/high pH soils. Look for selections of the NDSU Woody Plant Improvement Program. Refer to your community's street tree inventory (CTAP – Community Threat Assessment Protocol) to help guide your choices.

**Q: WHAT TYPE AND SIZE OF TREES SHOULD BE USED FOR A PROJECT?**

The type and size of trees will vary depending on the goal of the project and available budget. See [NDSU Extension Publication F1785](#), "Tree Planting in North Dakota" to determine if bare-root, container-grown, or balled and burlapped trees are best for your project.

**Q: CAN WE USE CONSERVATION SEEDLINGS FOR GRANT PROJECTS?**

Conservation stock is intended for conservation plantings, such as a community windbreak surrounding an athletic field. Ornamental trees purchased from a licensed nursery are suitable for most community forestry grant projects.

**Q: WHERE DO I FIND PRICES FOR TREES?**

Call or visit a nursery to determine approximate costs for trees. Costs will vary for different types and sizes of trees.

**Q: WHAT SHOULD I INCLUDE IN MY PHOTOS?**

Photos should portray a good example of the proposed project site including above-ground utilities, current ground cover and topography. Photos enable the grant review committee to get a clear visual of the project location.

## **Writing & Submitting the Application**

### **Q: WHO IS ELIGIBLE TO APPLY FOR GRANTS?**

Grants may be awarded to public entities including counties, townships, cities, park districts, school districts and tribal equivalents. All tree planting projects must be located on public property.

### **Q: WHAT ARE THE CRITERIA USED TO EVALUATE GRANT PROPOSALS?**

Grant proposals are scored using guidelines posted on the NDFS Community Forestry Grants webpage. Scoring guidelines are specific for each of the three different grants. Applications that score highly are well written with thoughtful planning, provide multiple community benefits, involve volunteers, feature species diversity, and show knowledge of proper tree planting as well as post-planting tree care.

### **Q: WHY DO I NEED TO CONTACT A CF STAFF MEMBER TO OBTAIN THE GRANT APPLICATION?**

Community Forestry staff are here to help you coordinate planning efforts, match your project with the right grant application, assess the project site and assist you with species choices.

### **Q: WHO REVIEWS THE GRANT APPLICATIONS?**

A sub-committee of the North Dakota Community Forestry Council reviews applications. Recommendations are presented to the full council and State Forester for final review and approval.

### **Q: CAN AN APPLICANT APPLY FOR MORE THAN ONE GRANT?**

Yes. Eligible applicants can apply for all three grants (ATB Tree Planting, ATB Program Development, and Community Family Forest) and potentially be awarded funds for all three.

### **Q: WHERE CAN I FIND A MAP OF MY CITY? (Examples in [Supporting Documents](#))**

City maps are easily obtainable from Google maps or Mapquest. These maps are user-friendly and enable you to mark project locations and planting sites on the map.

### **Q: HOW DO I DETERMINE THE LEGAL LAND DESCRIPTION OF THE PROJECT SITE?**

The State Water Commission has an online map at <http://mapservice.swc.state.nd.us/>. Each time you click on this online North Dakota map, the screen will zoom in closer to the location you choose. Continue to zoom in on the map until the Township, Range and Section numbers appear on the map.

### **Q: WHERE DO I SEND MY COMPLETED APPLICATION?**

Please send **ORIGINAL** application AND **7 copies** to:

NDSU- North Dakota Forest Service  
Attn: CF Grants  
916 East Interstate Avenue, Suite 4  
Bismarck, ND 58503-1227

### **Q: WHEN WILL I FIND OUT IF MY GRANT APPLICATION HAS BEEN AWARDED?**

See the [Community Forestry Grant Program Timeline](#) posted on the grants webpage. Applicants will be notified by mail of approval status.