



2016/2017 Urban & Community Forestry Grant Programs PROJECT APPLICATION

Community Enhancement Tree Planting

Fill out the form completely. If you have questions, please contact your Regional Urban Forester.

Name of Organization

Project Title

Project Type

Requested Grant \$ **Matching \$** **Total Project \$**

Primary Source of Technical Advice **Explanation (if required):**

Professional's First Name **Professional's Last Name**

1. Applicant information - Eligible applicants include cities, counties, qualifying districts, or nonprofit organizations qualified under section 501(c)(3) of the Internal Revenue Code.

Type of Organization

Primary Project Contact information

First Name **Last Name**

Email **Phone Number**

Address 1

Address 2

City **County**

State **Zip Code**

Secondary Project Contact information

First Name **Last Name**

Email **Phone Number**

Address 1

Address 2

City **County**

State **Zip Code**

2. Location information - List the cities/neighborhoods served by the project.

3A. Partner information - List primary project partners or co-sponsors

Name of Organization 1

First Name

Last Name

Partner Contact Title

Email

Phone Number

Comments

Name of Organization 2

First Name

Last Name

Partner Contact Title

Email

Phone Number

Comments

List Any Additional
Partner Organizations

3B. Disadvantaged Community Status - please check the box if applicable and list the census tracts to be served.

This project will plant trees in census tracts designated as disadvantaged communities in CalEnviroScreen 2.0.

4. Narrative - Describe the project in the boxes below. Please be thorough, but concise with your answers. You should refer to the grant guidelines, the CA Urban Forestry Act (PRC Sections 4799.06 - 4799.12) and the CAL FIRE website for guidance on parts 4A - 4G.

A. Background and Rationale - What is the situation, condition, or problem to be addressed by the project?

A. Background and Rationale continued.

B. Project Objective - What are the objectives of the proposed project? How will they be achieved?

C. Scope of Work - Describe the approach to be used, the design (methods), and implementation of the project. Include who will be involved with tasks and justify why the approach, methods and implementation is the most effective way to accomplish the objectives. Include a description of project sign contents and their locations.

C. Scope of Work - Continued from previous page

D. Project Timeline - Provide a project timeline. Do not list specific dates or months due to uncertainty in when projects may begin. Plan on projects ending no later than March 30, 2020.

E. Tree Information - Provide a list of tree species to be planted by this grant. Include the number of each to be planted and if they will be planted on the north, south, east, or west side of an air conditioned building. Include information even if the trees are not to be funded by CAL FIRE. Trees that are large at maturity will provide more GHG reductions. GHG reductions will be quantified by CAL FIRE and the High Speed Rail Authority based on the information provided.

Total Project Trees:

Total CAL FIRE Funded:

G. Other deliverables. List any other project deliverables and quantities to be funded by CAL FIRE, as well as overall project totals.

5. Budget Information

A. Budget Detail - Provide a specific budget for work to be done. The budget should be based on bid quotes and/or estimates from vendors or on actual costs that will be incurred. The line items listed should be specific enough to adequately describe project expenses. Use the Excel format CAL FIRE has provided for your budget, and follow the guidance in the Procedural Guide. You should note that applicants, if successful in being awarded a grant, will have to follow this budget and will only have the opportunity for minor budget adjustments. The total amount of the project can not be changed later.

B. Vendor List - List the vendors that have provided you quotes or estimates for this project.

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C. Explanation of Budget and Costs - Describe the basis for the budget amounts listed above. Applicants will be expected to adhere to this budget (*Continued on next page*).

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C. Explanation of Budget and Costs - Continued from previous page

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D. Matching Funds - List other funding sources, grants, etc., that will meet grant matching requirements.

Source 1 Amount

Description

Source 2 Amount

Description

Source 3 Amount

Description

Source 4 Amount

Description

Matching funds comments

6. Other Project Benefits - List the benefits of the project. Please quantify benefits when possible. When not quantifiable, please describe the benefits. Identify the sources of the method or description utilized. Attachments can be provided as necessary.

7. Certifications & Forms- The following certifications must be filled out and signed by the appropriate person.

A. Certification of Party Responsible For Maintenance (if trees/plants to be planted or cared for in project)

I, Appropriate representative

certify that the Appropriate agency

will provide or be responsible for 100% of the maintenance for a minimum of 3 years after the end of the grant period in accordance with ANSI A-300 tree care standards, the accompanying ISA Best Management Practices and the standards outlined in the grant agreement and/or grant attachments with the California Department of Forestry and Fire Protection.

Signature _____

Date

Title

Phone Number

B. Statement of Compliance With All Applicable Laws (all projects must fill out and sign)

I, Appropriate representative

certify that the Appropriate agency

will abide by all applicable federal, state, and local laws, ordinances, regulations and policies in carrying out this State bond-funded project. Failure to do so will lead to cancellation of the grant award.

Signature _____

Date

Title

Phone Number

C. Recycling Certification (all projects must fill out and sign) - This certification applies to all state contracts and, to the extent feasible, all federally funded contracts.

Contractor certifies under penalty of perjury that percent of the minimum, if not exact, percentage of recycled content, both post consumer waste and secondary waste as defined in the Public Contract Code, Sections 12616 and 12200, in materials, goods, or supplies offered or products used in performance of this Agreement, regardless of whether the product meets the required recycled product percentages defined in the Public Contract Code, Sections 12161 and 12200. Contractor may certify that the product contains zero recycled content. (PCC 10233, 10308.5, 10354)

Signature _____

Date

Title

Phone Number

D. Checklist of Necessary Forms To Be Completed. Some may not be applicable to your project.

- | | |
|---|--|
| <input type="checkbox"/> CAL FIRE Urban Forestry Program Environmental Checklist | <input type="checkbox"/> State of California Non-Discrimination Compliance (Std. 19) |
| <input type="checkbox"/> State of California Payee Data Record (Std. 204) | <input type="checkbox"/> State of California Drug-Free Workplace Certification (Std. 21) |
| <input type="checkbox"/> Governing Body Resolution (must follow sample format) | <input type="checkbox"/> 5-10 representative site photos |
| <input type="checkbox"/> Representative project area maps w/ sign locations shown | <input type="checkbox"/> Letters of participation from listed partners |
| <input type="checkbox"/> Project sign schematic (including CAL FIRE logo) | <input type="checkbox"/> Urban and Community Forestry Project Budget |
| <input type="checkbox"/> Proof of CalEnviroScreen 2.0 designation. | <input type="checkbox"/> Other |

List other attachments:

SIGNATURE: The authorized primary project contact for the applying organization must sign below. This must be the person, or person holding the position, that is mentioned in the required governing body resolution, and the same person or position signing all of the other required forms. The signature indicates that, to the best of the signer's knowledge, all of the information provided in this application and all attached required forms and documents is accurate and correct. The signer additionally acknowledges that they have read and understand the grant program RFP and the Procedural Guide common to all of the **CAL FIRE** Urban & Community Forestry grant programs.

Signature _____

Printed Name

Title

Date

Please fill out this form completely. Be sure to save a copy of this form for your records. Submit one (1) electronic copy in the fillable PDF format with all supporting materials to CALFIRE.Grants@fire.ca.gov. Please use "U&CF HSR Project Application" in the E-mail subject line and include yourself as a cc. Your CC will be proof of your submittal. In addition, submit one (1) hard copy with signatures and all supporting materials to : California Department of Forestry and Fire Protection, Attention: Grants Management Unit/Urban and Community Forestry HSR Grant, P.O. Box 944246, Sacramento, CA 94244-2460. Both hard copy and electronic copy must be postmarked no later than 3:00 PM the due date . If you would like to mail the hard copy via expedited/overnight mail, please E-mail CALFIRE.Grants@fire.ca.gov for the physical mailing address.

CAL FIRE Urban & Community Forestry Program Grants