



**APPLICATION for TREES
Allegheny County – Spring 2015**

**

Before completing this application:

1. **Contact Jeffrey Bergman, TreeVitalize Director, to discuss your proposed project.**
412-586-2396 or jbergman@paconserve.org
** All applicants must contact TreeVitalize Director by Friday, August 15th to be considered for a spring planting*
2. **Conduct a site visit and assessment of your proposed tree planting location with Mark Hockley, TreeVitalize Forester, who will help evaluate your site.**
412-586-2323 or mhockley@paconserve.org
1. **Sign up for Tree Tender training with Tree Pittsburgh**
(<http://treepittsburgh.org/become-tree-tender>). Call 412-362-6360 or email education@treepittsburgh.org.

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Allegheny County municipalities must have an established shade tree ordinance and shade tree committee/commission in order to apply to TreeVitalize Pittsburgh for trees.

Send five (5) print copies of the completed application, along with the tree request forms and municipal authorization to plant on public property, by 4 pm Friday, September 19th, 2014 to:

Jeffrey Bergman, TreeVitalize Director
Western Pennsylvania Conservancy
800 Waterfront Drive
Pittsburgh, PA 15222

Applications received after 4 pm on Friday, September 19th, 2014 will not be eligible for the spring 2015 planting season. Please answer every question thoroughly. If a question does not apply to your project, please write N/A on the application.

Application check list, have you:

- Discussed your project with the TreeVitalize Director
- Conducted a site visit with the TreeVitalize Forester
- Collected tree request forms and obtained a municipal authorization letter
- Signed up for Tree Tenders with Tree Pittsburgh
- Provided signed copy of municipal tree ordinance and shade tree commission information
- Provided municipal forestry budget including funds for removal/pruning/planting
- Provided a map of your proposed planting areas



Included five (5) print copies of completed application, along with the tree request forms and municipal authorization to plant on public property

Applicant Information

1. Primary Contact (**MUST BE A TREE TENDER** prior to application deadline)

Name	Tree Tender graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
Organization	
Address	
Phone	Cell
Email	

2. Additional partners (this can include community residents, partner organizations and/or municipal partners)

Name	Tree Tender graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
Organization	
Address	
Phone	Cell
Email	

Name	Tree Tender graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
Organization	
Address	
Phone	Cell
Email	

3. Does the primary contact have training in urban forestry and arboriculture or special knowledge of those subjects? Yes No

4. Is your municipality recognized as a “Tree City USA”? Yes No

5. Does your municipality have an established tree committee? Yes No
Please list its current members:

6. Has your group organized a tree planting before? Yes No



If yes, please describe the following:

- a. Number of tree planting events your group has sponsored:
 - b. Number of trees planted:
 - c. Type of nursery stock: Balled & burlap Container Bare root
 - d. Planting method: Volunteer Contractor
 - e. The arrangement for watering and care of the trees planted:
 - f. The percentage of trees that survived the first two years:
 - g. Other details or comments:
7. How would you describe your group's experience level?
- Little or no experience planting trees; eligible for 10-25 trees.
- Some experience with at least one successful planting event of >25 trees; eligible for 25-50 trees.
- Highly experienced with two or more major planting events; eligible for 50-100 trees.
8. Please describe current municipal tree care practices (pruning, planting, or tree care) and any other activities/responsibilities taken on by DPW staff or Shade Tree Commission members in the past year.
9. If you are a repeat applicant, please describe tree stewardship activities you have completed since your previous planting(s).

Planting information

10. Please briefly describe your proposed planting project (Municipal Park, business district, residential, etc.):
11. Name of neighborhood or location:
12. Streets or other boundaries:
13. What was the date of your field site assessment with a TreeVitalize representative?
Date of site assessment:



14. Provide an estimate of the number and locations of trees requested. These can be changed and refined as project planning progresses. (*Minimum of 10 trees, first time applicants are eligible for up to 25 landscape trees or 100 restoration trees*)

# Trees	Location
	Trees to be planted along residential streets
	Trees to be planted along commercial streets
	Trees to be planted in parks
	Trees to be planted on other public land

15. Briefly describe community improvement activities that are underway in the target project area. (This can include residential redevelopment, business district improvement, beautification, etc.)

16. Briefly describe other environmental improvement activities that are underway in the target project area. (This can include implementation of stormwater best management practices, hillside restoration, etc.)

17. List individual(s) who will perform outreach for your project to: identify property owners willing to care for a new street tree, public land owners willing to have trees planted on their site, collect signed permits, permissions, watering agreements etc.?

18. Does your proposed planting project rely on the completion of construction work?
 Yes No
 If so, what is the proposed construction timeline?

19. How many trained Tree Tenders do you currently have in your community that will be directly involved in this project? [*If you are not sure how many people in your community are trained Tree Tenders, please contact Tree Pittsburgh at 412-362-6360 education@treepittsburgh.org for this information.*]

Number of Tree Tenders: _____
 (*Must have 1 Tree Tender for every 10 landscape trees requested or 1 Tree Tender for every 50 restoration trees requested*)



20. Have you attempted to involve other community groups or individuals who also use the proposed planting location(s)?

Yes No

If the planting locations are in a public space such as a park, please describe how the space is used and if there are other stakeholders who may need to be involved in the project?

21. Do you plan to use volunteers, municipal staff, or contractor services for tree planting?

Volunteer Municipal Staff Contractor

22. What resources have been secured to facilitate tree planting efforts?

Committed Funding Municipal Staff Time Municipal Equipment Use
Materials (soil, mulch, etc.) Other _____

23. What are the typical site conditions for trees in the targeted planting area? (Dimensions of typical tree pit, condition of open area, etc.)

24. Does this site require tree pits to be cut or enlarged to the minimum size of at least 30 square feet with a minimum width of 3 ft? Yes No

25. What is your municipality's median income level (please provide most up to date records which can be found on the US Census Bureau website: <http://quickfacts.census.gov>)?

26. Does your municipality exceed the median income level for the county? (Median income level for Allegheny County is \$49,805) [If no, skip to question #30]

Yes No

27. If the site requires tree pits to be cut or enlarged, does your group or municipality have the resources to complete site preparation (required only if your municipality is above median income level for the county)? Yes No

28. What is the status of funds/resources to be used to cut or enlarge tree pits?

Requested Committed To be requested

29. What is the source of funds to be used to cut or enlarge tree pits (grant funding, municipal staff, etc.)?

30. Tree Planting Preferences:

Weekday Weekend Either



31. How will these new trees be maintained during the 3 year establishment period (watering, mulching, light pruning, monitoring)?

32. Check the type of assistance that you anticipate you will need from the TreeVitalize Pittsburgh partners to support your tree planting project:

- Technical assistance to organize a volunteer planting
- Technical assistance to develop a maintenance plan
- Training on proper tree planting techniques for staff or volunteers
- Training on tree care for homeowners or other property owners
- Training for volunteer leaders who will guide other volunteers on a planting day
- Supervision of volunteers on planting day
- Watering supplies for property owners
- Protection equipment for trees from deer/rodents
- Other assistance (please describe):