Before completing this application:

1. **Contact Jeffrey Bergman, Director of Community Forestry and TreeVitalize Pittsburgh, to discuss your proposed project.** 412-586-2396 or jbergman@paconserve.org

*\* All applicants must contact TreeVitalize Director by Friday February 17 to be considered for a fall planting*

2. **Conduct a site visit and assessment for your proposed tree planting location with the WPC Community Forester, who will help evaluate your site.**

3. **Sign up for Tree Tender training with Tree Pittsburgh** (http://treepittsburgh.org/become-tree-tender).
   Call 412-781-8733 or e-mail education@treepittsburgh.org

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

**Any municipality above median income level in Allegheny County is required to match TreeVitalize technical support with project funding.**

**Priority will be given to municipalities with low tree canopy cover.**

**Applications must be completed in full before submitting, including all supporting documents, maps, and municipal support letter.**

Completed applications and suppoting documentation should be submitted via email to trees@paconserve.org. Applications received after **4 pm on Friday, March 17th 2017** will not be eligible for the fall 2017 planting season. Please answer every question thoroughly. <u>If a question does not apply to your project, please write N/A</u> on the application.

**Application Checklist**

Discussed your fall 2017 project with the Director of Community Forestry and TreeVitalize Pittsburgh

Conducted a site visit with the WPC Community Forester

Collected tree request forms and/or obtained a municipal authorization letter

Signed up for Tree Tenders with Tree Pittsburgh

Provided a <u>signed copy</u> of municipal tree ordinance and shade tree commission information

Provided a municipal forestry budget including funds for removal/pruning/planting

Provided a map of your proposed planting areas

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

Name                                                    Tree Tender Graduate?

                                                                Yes

                                                                No

Organization

Address

Phone                                                   E-mail

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

Name                                                    Tree Tender Graduate?

                                                                Yes

                                                                No

Organization

Address

Phone                                                   E-mail

 Name                                                   Tree Tender Graduate?

                                                                Yes

                                                                No

Organization

Address

Phone                                                   E-mail

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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 (NOTE: this is a requirement to apply to TreeVitalize)?

    Yes

    No

5a. If yes, please list its current members and annual meeting schedule:

6. Has your group organized a tree planting before?

    Yes

    No

6a. If yes, please describe the following:

Number of tree planting events your group has sponsored:        Number of trees planted:

The percentage of trees that survived the first two years?

Type of nursery stock:                Planting Method:

    Balled & burlap                Volunteer

    Container                    Contractor

    Bare root

The arrangement for watering and care of the trees planted:

7. How would you describe your group's experience level:

| | Little to No experience (eligible for 10-25 trees) | Some experience with at least one successful planting event (eligible for 25-50 trees) | Highly experienced with two or more major planting events (eligible for 50+ trees) |
|---|---|---|---|
| Experience level | | | |

8. Please describe current municipal tree care practices (pruning, planting, or tree care) and any other activities/ responsibilities taken on by municipal staff or shade tree committee members in the past few years.

9. If you are a repeat applicant, please describe tree care activities you have completed since your previous planting(s) such as weeding, mulching, watering, or pruning.

**Planting Information:**

10. Please briefly describe your proposed planting project (municipal park, business district, residential, street.)

11. Name of neighborhood or location:

12. Streets or other boundaries:

13. What was the date of your site assessment with a TreeVitalize representative?

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)

Number of trees to be planted along residential streets:

Number of trees to be planted in parks:

Number of trees to be planted along commercial streets:

Number of 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 environmental improvement activities, stormwater best management practices, residential development, business district improvement, beautification or clean-up innitiatives, etc.)

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

17. Does your proposed planting project rely on the completion of construction work?

    Yes

    No

17a. If so, what is the proposed construction timeline?

18. How many trained Tree Tenders do you currently have in your community?

[*If you are not sure how many people in your community are Tree Tenders, please contact Tree Pittsburgh at 412-781-8733 or education@treepittsburgh.org for this information*]

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

    Yes

    No

19a. If the planting locations are in 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?

20. Do you plan to use volunteers or municipal staff for the tree planting?

    Volunteer

    Municipal Staff

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

    Committed Funding

    Municipal Staff Time

    Municipal Equipment Use

    Materials (soil, mulch, etc.)

    Other

22. What are the typical site conditions of the targeted planting area (dimensions of typical tree pit, condition of open area, size of planting space,etc.)?

23. Does the 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 feet?

Yes

No

24. 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)?

25. 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 #29]

Yes

No

26.  If your municipality exceeds median income level for the county, a match is required. Does your municipality have the resources to fund the number of trees being planted and/or complete site preparation (cut or enlarge tree pits)?

Yes

No

27. What is the status of funds/resources to be used to purchase trees and cut or enlarge tree pits?

Requested

Committed

To be requested

28.  What is the source of funds to be used to purchase trees and cut or enlarge tree pits (forestry budget, grant funding, municipal staff/equipment, etc.)?

29. Tree Planting Preference:

Weekday

Weekend

No Preference

30. How will these new trees be maintained during the 3 year establishment period (watering, mulching, light pruning, monitoring) and who will be completing these tasks?

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

    Technical assistance to organize a volunteer planting

    Technical assistance to develop a maintenance plan

     Site preparation including pit expansion/soil

    Assistance with recruiting volunteers

    Watering supplies

    Protection equipment for tree from deer/rodents

    Other