

# ILLINOIS EAB GRANT PROGRAM OVERVIEW

Stephanie Adams, Morton Arboretum

Tom Dilley, Forest Service

Eve Pytel, Metropolitan Mayors Caucus

Scott Schirmer, Illinois Department of Agriculture



# Agenda

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- Background Information, Tom Dilley
- Grant Applications, Eve Pytel
- Emerald Ash Borer, Scott Schirmer
- Tree Planting and Maintenance, Stephanie Adams

# Grant Opportunities

- Illinois Urban Forest Restoration Grant for EAB
  - ▣ Funds for replanting trees
  - ▣ \$610,000 allotted
- Illinois Technical Assistance Grant for EAB
  - ▣ Funds for:
    - Urban Forest Management Plans based on tree inventories
    - EAB Plans
  - ▣ \$110,000 allotted
- Application due **January 20, 2011**

# Grant Program Limitations

- Two sources of funds from US Forest Service
- **Great Lakes Restoration Initiative** aims to improve watershed health by planting trees
  - Limited to Lake and Cook County
  - Limited to tree planting
- **Cooperative Lands Program** aims to improve forest health
  - Limited to EAB affected communities
  - Allows management assistance



# EAB GRANT APPLICATIONS

## Topics Covered

- Grant Opportunities
- Grant Applications
- Tips for Grant Writers
- Questions and Assistance

# Housekeeping

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- Get Grant Applications
- Orange numbers
  - ▣ Page of RFP being discussed
- Hold questions

# Grant Outcomes

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- One to one ash replacement
- Greater urban forest diversity
- Purchase of Illinois-grown trees
- Basic EAB Management plans in place
- Removal of infested and low-quality ash

# Grant Outcomes

- Communities receive remedial help to plant trees\*
- Tree inventories completed
- EAB Management and Urban Forest Management plans in place
- Increase in Tree Diversity

\*assistance will be provided to communities lacking capacity to plan a successful planting project

# Illinois Urban Forest **Restoration** Grant for Emerald Ash Borer

- Pays for trees and tree planting only
- Only non-federal money may be used for local match
- 80/20 match -reimbursable costs and in kind service
- Only non-federal money may be used for the local match

# Illinois Urban Forest **Restoration** Grant for Emerald Ash Borer

Awards are “not-to-exceed” based on population

<b>Maximum Allotment</b>	<b>Municipal Population</b>
\$40,000	Greater than 100,000
\$30,000	Greater than 50,000
\$20,000	Greater than 25,000
\$10,000	Less than 25,000

**Pg. 5 of RFP (Request for Proposal)**

# Awards for entities other than Municipalities

- Let A = your organization's square footage
- Let B = your municipalities square footage
- Let C = your organization's square footage divided by your municipalities square footage
- Multiply C by the population served. This is your population threshold for maximum grant size.
- $X = (A/B)*C$
- **Pg. 11 of RFP (Request for Proposal)**

# Eligibility

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- Communities must be confirmed infested by IDA or within the EAB quarantine
- Scott Schirmer to discuss in following presentation.
- **Pg. 5 of RFP**

# Eligibility

- Funds cannot pay for:
  - Land or equipment
  - Tree removal costs (though they can be used to meet the 20% match requirement)
  - Trees included within capital projects or roadway project within the next 3 years
  - **Pg. 5 of RFP**

# Assurances

- Tree planting projects must:
  - ▣ be planned and executed for long-term survival of trees
  - ▣ species must be selected to match site and cultural conditions
  - ▣ be properly cared for as pledged in a written maintenance plan
- An **ISA certified arborist** must approve planting plan
- **Pg. 6 of RFP**

# Assurances

- Tree planting projects must:
- Use nursery stock between 1 1/4" and than 3" in caliper from IDA Illinois Certified Nurseries
- Be diverse- no more than 20% of any one type of tree genus or 10% of any one species
- Species specified in grant proposals and must be listed on the (IDA) recommended *Reforestation List*.
- **Pg. 6-7 of RFP**

# Application

- Cover letter on letterhead signed by Mayor, Village Manager or Equivalent
- Grant Application Form
- Signed Tree Maintenance Agreement
- Existing EAB Plan
- Illinois Department of Agriculture Compliance Agreement
- Municipal Ash Management Survey

# Grant Application Form

- Applicant Organization Name
- Tax ID
- Applicant Info
  - Name of person that should be contacted with questions on the grant
  - Zip-Code +Plus 4 (Compliance)
- Amount of Funding Requested
- Amount of Local Match

# Community Commitment to Trees

- Tree City
- Trees Count Participant
- Community Forestry Program \$2 Per Capita
- Tree Ordinance
- Arbor Day
- Tree Inventory
- Existing EAB Management Plan
- **Pg. 11-12 of RFP (Request for Proposal)**

# Statement of Need

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- Statement of Need:
  - Why do you need this grant?
    - Financial Need
    - Programmatic Need
  - Limit to 250 words

**Pg. 12 of RFP (Request for Proposal)**

# Work Plan

- Work Plan Description:
  - What will you do with this grant?
  - How are you going to do it?
  - What resources do you need to accomplish your work plan?
  - Reviewer needs to understand this.
  
- **Pg. 12 of RFP (Request for Proposal)**

# Application Work Plan Chart

Replant Address	Replant date	Replant Tree Genus	Replant Tree Species

*This plan will likely assure the successful establishment of these trees in these locations. Name and Number*

**Pgs. 12 of RFP**

# Time Line Example

<b>Month</b>	<b>Task</b>
<b>February</b>	Bid landscape services grant for tree Removal, Purchase, Installation and Maintenance.
<b>March</b>	Village board approves removal contract.
<b>March-May</b>	Trees are removed or replanted.
<b>April - October</b>	Watering program to maintain new trees.
<b>September-October</b>	Trees are planted or removed.
<b>October</b>	Ash logs are milled into lumber.
<b>November</b>	Invoice the Mayors Caucus for Reimbursement.

# Budget

- Use the budget format provided
- Identify local cost and grant cost
- Grant request may not exceed 80% of the total project budget.
- Cost effectiveness will be used as a tie-breaker in scoring applications.

**Pgs. 13 & 14 of RFP**

# 80/ 20 Match

## Tree Purchase and Planting

Total Project Cost	<u>\$10,000</u>
Local Match	\$ 2,000
Requested Amount*	\$ 8,000

\*Grant funds ONLY for tree purchase and planting

# Eligible Matching Costs

## Within the contract period:

- A portion of the cost of trees
- Materials to plant trees (i.e. mulch, not tools)
- Disposal and utilization of ash wood
- All or a portion of the cost:
  - ▣ of contracted labor to plant trees
  - ▣ of contracted labor to maintain trees
  - ▣ of contracted labor to remove trees

# Eligible Matching Costs

## Within the contract period:

- In kind labor:
  - ▣ In house crews to plant (Documentation Required)
  - ▣ In house crews to maintain (Documentation Required)
  - ▣ In house crews to remove (Documentation Required)
  - ▣ Directly related administrative expenses (Documentation Required)
  - ▣ Volunteer labor to plant or maintain (Documentation Required)

# Scoring Page I

<b>Required Criteria:</b>	<b>Highest Possible Score</b>
Application: All questions are sufficiently and concisely answered.	30
Budget: Clearly identified allowable costs and identified allowable local match	25
Application is reviewed and signed by ISA Certified Arborist	25
Project time line.	15
Compliance agreement with Illinois Department of Agriculture with State Agency Official Signature.	5
Leveraged Benefits: Describe community commitment to the project.	25

# Scoring Page 2 -

<b>Extra Credit</b>	<b>Highest Possible Score</b>
Submit Municipal Ash Survey	5
The proposed project supports goals of local <u>existing</u> EAB Management Plan	5
Community is designated as a Tree City USA by the Arbor Day Foundation, Trees Count or \$2 per capita	5
Need: Application demonstrates economic or programmatic need for grant.	10
<b>Total Possible Points</b>	<b>150</b>

# Questions



# Illinois Technical Assistance Grants for Emerald Ash Borer

- Pays for technical services for planning and management
- Grants are “not-to-exceed” award range of \$1,000 to \$20,000
- 80/20 match -reimbursable costs and in kind service
- Only non-federal money may be used for the local match
- **Application Due January 20, 2011**

# Illinois Technical Assistance Grants for Emerald Ash Borer

- Funds “Technical and Consulting Services” to complete:
  - EAB Management Plan Based on an Inventory
  - Comprehensive Urban Forest Management Plan

# Options for Inventories



- **Complete or 'Stem by stem'** – a total count and assessment
- **Partial** – a logical portion of the community trees and assessment
- **Sample** – a statistical sampling to determine overall picture
- **Ash only** – for urgent management

# Management Plan

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- Comprehensive Management Plan
  - based on inventory and assessment, a strategy for maintaining a robust canopy
- EAB Management Plan is a required outcome
  - strategy for reducing ash population, managing loss, wood utilization, replacement planting

# Application

- Cover letter on letterhead signed by Mayor or equivalent
- Application Form
- Budget
- Copy of quote(s) for Technical Assistance
- Signed and numbered Illinois Department of Agriculture Compliance Agreement

# Work plan

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- What will you accomplish with the grant?  
(create EAB management plan based on some type of inventory)
- How will this project support your short-term and long-term community forestry goals?
- What measures will your community take to implement such a plan?

# Application

- Budget
  - ▣ Use the budget format provided
  - ▣ How will you achieve your local match?
  - ▣ Grant request may not exceed 80% of the total project budget.
  
- Statement of Need
  - ▣ Why does your community need this grant?
  
- Time Line

# Eligible Matching Costs

- A portion of the cost of technical service contract

## Other Costs - same as for Restoration Grants)

- Tree planting or removal:
  - contracted or in-house labor to plant or remove trees
- Disposal and utilization of ash wood
- Directly related administrative expenses
- Volunteer labor

# Scoring

Criteria:	Highest Possible Score
Application:	30
Budget:	25
Stewardship and Sustainability:	20
Bids for technical assistance are signed by certified arborists.	10
Project time line: For each successive month beyond January 2013, you will lose 3 points.	15
Leveraged Benefits	20
Illinois Department of Agriculture Compliance Agreement	10
Need	10
Total Possible Points	140

# Questions



# Tips for Grant Writers

- Top concerns for reviewer:
  - Feasible and allowable
  - Budget and time line
- Show that your community's grant is a good investment
  - ▣ How does this support what you already do?
  - ▣ How will this grant allow you to do more?
  - ▣ Can this be part of your long-term forestry plan?
  - ▣ Could this serve as the basis for a forestry plan?

# Tips for Grant Writers

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- Follow instructions
- Do not apply for more than you are entitled
- Use tables and format provided to you
- Maintain numbering system from application
- Make it easy for us to score

# Questions and Assistance

## Assistance available:

- Grant application questions:
- Technical assistance questions and certification of your work plan:
  - Email **Eve Pytel** at [epytel@mayorscaucus.org](mailto:epytel@mayorscaucus.org)
- A FAQ will be maintained on the Caucus website and will reflect all questions and answers.