



Managing Ash for Emerald Ash Borer in Community Forests

Request for Proposals

Summary

The Minnesota Department of Natural Resources welcomes proposals that reduce the impacts of emerald ash borer (EAB) on community forests.

Funds are intended to aid in the management or protection of ash, or reduce the loss of tree canopy caused by EAB.

Eligible activities include:

- Tree inventory.
- Development of management plans that include an EAB component.
- Removals and stump grinding.
- Protection of valuable ash with non-neonicotinoid injectable insecticide.
- Tree planting.
- Building of gravel beds.
- Community EAB education and engagement.

Eligibility

Any local unit of government within Minnesota is eligible including but not limited to tribal communities, municipalities, and county agencies.

Minimum Requirements

- Proposals must address reducing the impact EAB will have on ash in your community.
- Proposals must show ability to implement project within 2 years.
- Community must have adopted or will adopt an EAB management plan through this grant process.
- Grantees must provide photo documentation of the project's progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results.
- Projects must publicly post grant project information and purpose.
- Grantees will be required to comply with all Federal and State laws and regulations related to the completion of projects as stated in the letter of award.

Additional criteria

- Tree planting proposals must follow standards set in the [Pocket Guide to Planting Trees](#).
- Tree planting proposals must identify tree species; site location; and number, size, and type of planting stock.
 - Species list must increase the diversity of the community's tree canopy to work toward the 20-10-5 guideline which means a community has no more than 20% of their trees within a single family, no more than 10% of their trees within a single genus, and no more than 5% of their trees within a single species. If your community does not have a completed tree survey, contact the DNR at ucf.dnr@state.mn.us and we will email you the results of your community's 2010 tree survey.
 - Species list and numbers can be amended following a tree inventory.
 - Species list needs to be approved by DNR.

- Tree planting proposals must include a [3-year maintenance plan](#).
- Any ash insecticide treatments must be within a [Minnesota Department of Agriculture's \(MDA\) formally declared quarantined area or within 5 miles of an MDA verified EAB infestation](#).

Grant Limits

There is no minimum to the dollar amount applicants can request. The maximum amount that will be funded is \$30,000.

Eligible Costs

Eligible expenses are those incurred through project activities that are directly related and necessary to produce the outcomes described in the project proposal.

Grant funds can be used for, but will not be limited to:

- Professional contracts for technical assistance or project implementation.
- Purchase of approved chemicals for non-neonicotinoid insecticide treatment.
- Equipment purchases less than \$5,000 that are used to complete the project.
- Equipment rental.
- Purchase of trees for diversity.
- Site preparation and planting including mulch, watering bags, staking materials, and tree wrap or guards.
- Materials used to educate, engage, and conduct outreach to citizens.

Grant funds cannot be used for, but will not be limited to:

- Local units of government employee time.
- Purchase of plants such as shrubs, living ground covers, sod, grass seed, and flowers.
- Purchase of land or easement.
- Experimental practices not approved by the DNR.
- Major soil and grade changes or construction.
- Pheromone trapping.

Questions about additional eligible or ineligible expenses can be directed to ucf.dnr@state.mn.us.

Evaluation Criteria for the Selection Process

Participating communities will be selected based on demonstrated need of assistance (both financial and technical), local forestry needs, environmental priorities affecting public health of vulnerable populations, readiness to take on a project of this proposed scope and size, ability to provide financial or in-kind match, and potential impact of the project on reducing EAB populations and improving the community forest.

Application Process

A pre-application process will be used to determine which projects can submit a final application for this grant.

1. Complete and submit the [Pre-Application](#) form to ucf.dnr@state.mn.us by June 15, 2018.
 - a. Attach your EAB Management Plan if you have one (communities must have adopted or will adopt an EAB management plan through this grant process).
2. The DNR will notify you by July 13, 2018 to submit a final application if your project passed the pre-application process.
3. Complete and submit the [Final Application](#) form and additional attachments to ucf.dnr@state.mn.us by August 24, 2018.
 - a. Include letters of support from community and, if applicable, any partnership organizations and [3-year Tree Maintenance Plan](#) if planting trees as part of grant project.

4. The DNR will notify you by September 14, 2018 whether or not your project is funded.

Reimbursement

All funds are awarded on a reimbursement basis. The Reimbursement Request Form and required reports must be received by: June 1, 2019; December 1, 2020; and June 1, 2020. All eligible expenses need to be documented and submitted to receive reimbursement.

Important Dates

Request for Proposals released: April 30, 2018

Pre-Application deadline: June 15, 2018

Pre-Application selection: All pre-applicants will be notified by July 13, 2018

Final Application deadline: August 24, 2018

Final selection of projects and award amounts will be determined by DNR Forestry staff and the Minnesota Shade Tree Advisory Committee.

Project selection: All applicants will be notified by September 14, 2018 whether or not project is funded

Project implementation: Project work and expenses that are eligible for reimbursement with grant funds can NOT be started or incurred until the grant agreement is fully executed. Grant agreements are expected to be executed by November 30, 2018 and work can begin afterwards. Interim reports and final reports will be required for any grant funded projects.

Project completion: All project work is completed and request for final reimbursement by June 1, 2020.

Questions? Contact a Community Forestry Grants Team member at ucf.dnr@state.mn.us.

Program Funding

Funding for this project was provided by the USDA Forest Service.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call 202-720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.”

Managing Ash for Emerald Ash Borer in Community Forests Pre-Application



Please refer to the Request for Proposal (RFP) when completing this application.

Organization: _____
Type of Organization (municipal, township, county, etc): _____
Project Coordinator: _____ Title: _____
Address: _____ City, State, Zip: _____
County: _____
Phone: office _____ cell _____
Email: _____
Grant amount requested: _____ Non-federal cash match contributions (not required): _____
Non-federal in-kind match contributions (not required): _____

Project Scope

Please check all boxes that apply to how you will use grant funds

- | | |
|--|---|
| <input type="checkbox"/> Tree inventory, survey, or ash only inventory | <input type="checkbox"/> EAB management plan |
| <input type="checkbox"/> Ash removal and/or stump grinding | <input type="checkbox"/> Ash non-neonicotinoid injectable insecticide treatment |
| <input type="checkbox"/> Tree planting | <input type="checkbox"/> Outreach to citizens |

Project Location (700 character maximum including spaces)

Please describe the project location (City wide project, specific park, etc.). List number of known or estimated ash, nearby bodies of water, other important environmental landmark, etc.?

Priority Landscape (1,130 character maximum including spaces)

Based on the project location, describe the impact or potential impact to emerald ash borer. This should include project distance to a known infestation. Please also describe any additional impacts this project will have, such as impact on important bodies of water, vulnerable populations, etc.