ReLeaf Community Forestry Grants
2023 Application

Please refer to the Request for Applications (RFA) when completing this application.

Submit this form, along with required attachments, to ucf.dnr@state.mn.us by Sep. 18, 2023. Checklist:

- ☐ Application Form (filled out, guided by the RFA)
- ☐ Budget Form (Attachment A)
- ☐ 3-Year Tree Maintenance Plan, *if planting trees* (Attachment B)
- ☐ Species Selection and Stock List, *if planting trees* (follow guidelines in RFA)
- ☐ EAB Management Plan, *if already completed*
- ☐ Letter of Support, *if collaborating with an outside organization* (any format acceptable)

Local Unit of Government (LUG)	
Project Coordinator	
Coordinator Title	
Address	
City, State, Zip	
County	
Coordinator Email	
Coordinator Phone Number	
Grant Amount Requested	
Cash Match (refer to RFA for match guidance)	
In-Kind Match	
Total Project Cost (Grant Amount + Match)	

Have you received a DNR community forestry grant in the past?　　☐ Yes　　☐ No　　☐ Don't Know

Is this application limited to serving a community, or communities, with populations less than 20,000?　　☐ Yes　　☐ No
(To encourage applications from smaller communities across Minnesota, points will be awarded to grants that serve communities with populations less than 20,000)

Project Overview and Need (30 points; 2,050 character maximum including spaces) *Provide a summary of the project, why this funding is needed, what project work will not happen without these grant funds, and expected outcomes. Include a description of project locations (citywide project, boulevards, specific parks, etc.). A successful application will demonstrate a readiness to take on a project of the proposed scope and size, and will prioritize emerald ash borer, and/or the preservation and maintenance/increase of canopy cover.*

Project Timeline (15 points; 2,600 character maximum including spaces) *Describe the approximate project schedule showing intermediate steps and milestones for activities described in this application or required by the RFA. A successful timeline will provide specific dates, is easy to comprehend, and will follow EAB best management practices.*

Project Budget Explanation (10 points; 2,200 character maximum including spaces)
Provide additional remarks to clarify the budget request. Provide an explanation of how you are funding portions of your project that are not eligible with grant dollars. A successful budget will provide specific dollar amounts for anticipated use, be financially realistic, and cost effective. Budget attachment will be correctly calculated. Projects that plant more trees than they remove will score higher.

Project Impacts on Priority Populations (20 points; 2,200 character maximum including spaces)
This grant opportunity aligns with state initiatives to reduce disparities in health and environmental quality for diverse populations. A successful proposal will show planning and collaboration that clearly serves and includes areas of concern for environmental justice. The applicant will describe actionable items for these communities, how these communities will be engaged through the project, and how their input will be incorporated throughout the project.

Communication (8 points; 2,200 character maximum including spaces) *Describe the methods you will use to conduct outreach to residents about this grant project. A successful communication strategy will use multiple formats that have the potential to reach the public, and will incorporate EAB-related messaging.*

Key Personnel (8 points; 2,200 character maximum including spaces) *List all certifications and degrees for staff or contractors involved in the project. Describe the duties internal staff will conduct, and any work that will be contracted out, or the partnerships you will leverage to complete tasks. Include key personnel and their past experience with similar tasks. If you expect to contract work out, describe requirements you will have for contractors.*