Community Tree Planting Grants

2025 Request for Applications

Grant Overview

The Minnesota Department of Natural Resources (DNR) welcomes applications from Tribal governments, cities, counties, townships, as well as park and recreation boards in cities of the first class within Minnesota that (1) remove and plant shade trees on public or Tribal land to provide environmental benefits; (2) replace trees lost to forest pests, disease, or storms; and (3) establish a more diverse community forest better able to withstand disease and forest pests.

The following pages provide detailed information about Community Tree Planting Grants eligibility, available funding, application, and award process. Please review all of the information before developing and submitting an application.

Eligible Applicants

Tribal governments, cities, counties, and townships. Parks and recreation boards in cities of the first class are eligible to apply.

Eligible Activities

The following activities are eligible for grant funding:

(1) removing and planting shade trees on public or Tribal land to provide environmental benefits;

(2) replacing trees lost to forest pests, disease, or storms on public or residential land;

(3) establishing a more diverse community forest better able to withstand disease and forest pests on public or residential land.

Grant Priorities

Consistent with legislative direction, priority for Community Tree Planting Grant awards will be given to:

(1) projects removing and replacing ash trees that pose significant public safety concerns; and

(2) projects located in a census block group with a supplemental demographic index score in the 70th percentile or higher as identified using the United States Environmental Protection Agency's Environmental Justice Screening and Mapping Tool methodology provided in the United States Environmental Protection Agency's environmental justice screen technical documentation dated July 31, 2024. Please click here to view the Priority Area map.

The supplemental demographic index is a combination of five socioeconomic factors averaged together for each Census block group. The supplemental demographic index can provide an additional perspective on potential community vulnerability. The formula is as follows: supplemental demographic index = (% low-income + % persons with disabilities + % less than high school education + % limited English speaking + low life expectancy) / 5.

Applications will be rated by a tiered structure to meet statutory priorities. Each priority is evaluated and carries a unique weight within its tier to identify at what level the applicant meets statutory priorities.

Applications will be sorted into one of three tiers based on the criteria outlined. To be funded, the application must be complete, meet Minimum Required Project score of 70, and a Minimum Past Grant Performance score of 3 or greater (or have no Grant Closeout Form with Urban & Community Forestry (UCF) program). Applications must meet all requirements to receive funding (see "Minimum Requirements" section below), they will be funded based on their eligible request and amount of available funding.

Please review the tiers outlined in the "Application evaluation scoresheet" to determine how your application may

be scored.

These priorities align with the State of Minnesota's policy of ensuring fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant making. The Policy on Rating Criteria for Competitive Grant Review establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities or disparities, or both.

Project Evaluation

In addition to assessing how well a proposed project aligns with the stated priorities, applications will be reviewed and scored based on the overall strength of the proposal. This evaluation serves three purposes:
- To help ensure the quality of the projects receiving taxpayer dollars
- To distinguish among priority projects if funding is insufficient to support all that meet application requirements
- To rank remaining projects if funding allows awards beyond the priority group

Funding

A total of $4,850,000 is available in general fund dollars to fund community forestry projects. There is no minimum to the dollar amount applicants can request. The maximum amount that will be funded is $500,000.

No matching funds are required and **match as part of your application is not recommended** If match is provided, it cannot come from other grants or monies from the State of Minnesota.

Grant Requirements
- Applicant must comply with all Federal and State laws and regulations related to the completion of projects, as stated in the grant agreement.
- Application must show the applicants ability to provide photo documentation of the project's progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results. All public trees removed and planted must be mapped and submitted.
- Applicant must publicly post and promote grant project information and purpose.

Application Requirements

Applicants must meet the following application requirements to be considered for this grant opportunity:
GENERAL
- Applications must be completed in full to be considered. This includes:
    - A detailed project description, including goals, objectives, and a timeline.
    - A budget outlining project costs, including labor, materials, and equipment.
    - A letter of support from any identified partner organization(s).
- Applications must demonstrate the applicant's ability to implement the project, meet all grant objectives, and submit a final report by June 30, 2027.

PRE-AWARD RISK ASSESSMENT
- Applicants who request $50,000 or more in grant funds must complete and submit the Pre-Award Risk

Assessment Questionnaire along with their application. The questionnaire must be completed in full and all required supporting financial documentation submitted to be considered. This requirement does not apply to Tribal governments.

PAST GRANT PERFORMANCE EVALUATION

- Applicants who have completed one or more grant projects with the DNR Urban and Community Forestry (UCF) program will need to address their past grant performance in the application. Applicants should request their most recent UCF Grant Closeout form, which can be requested from ucf.dnr@state.mn.us. If you are unsure if your organization has previously held a grant contract with the UCF program, please reach out to ucf.dnr@state.mn.us and staff will confirm your past grant status and provide the closeout form, if applicable.
- Past grant performance, when applicable, will be a consideration when awarding grant funding. This means that a project could score well based on the strength of the application, but receive additional grant conditions, reduced funding, or even no funding due to past grant performance issues for which there is no evidence of corrective actions being taken.
- If an applicant was a previous grant recipient but no UCF Grant Closeout form is available, or if the applicant has never received a grant under the UCF program, this section can be left blank. There will be no penalty for those where no UCF Grant Closeout form is available, or if the applicant has never received a grant under the UCF program.

Additional Requirements

TREE REMOVALS AND PLANTING

- Planting trees can take place without removal.
- Tree removals from boulevards and parks, must be replaced at least one-for-one (i.e., at least one tree planted for every tree removed), and trees must be replanted at the same location of the removal whenever possible and feasible.
- Tree removals conducted in park woodlands:
  - For the purposes of this grant, park woodlands are defined as publicly owned spaces that, beyond trail creation or access, are not regularly mowed.
  - Removals in woodlands need to be mitigating a public safety concern or to address degraded ecosystems.
  - Removals must meet a minimum of one tree planted for five trees removed.
- Tree planting projects must follow the best practices set in A Pocket Guide to Planting Trees.
- Tree planting projects must identify the tree species to be planted; site location(s); and number, and type/size of planting stock:
  - Trees planted must be a climate-adapted species to Minnesota.
  - The species identified for planting must increase the diversity of the community's tree canopy and advance the goal of working toward the 20-10-5 guidelines, meaning 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. Communities without a completed tree survey may contact the DNR at ucf.dnr@state.mn.us to receive available community tree survey data.
  - Tree species listed on the Minnesota Invasive Terrestrial Plants list are not eligible for grant expenses, including Amur cork tree, Amur maple, autumn olive, black locust, buckthorn, Norway maple, Russian olive, Siberian elm, and tree of heaven.
  - Species list for trees to be planted must be submitted to and approved by DNR prior to planting.
  - Species list and numbers can be amended following the submission of tree

inventory/survey data.
- o Tree stock must meet ANSI Z-60.1 and can be:
  - ¾-2 inch caliper bareroot,
  - a container class size #20 or smaller, or
  - balled and burlapped trees smaller than 2.5" caliper (MNDOT Certified Landscape Specialist training required by planting organization in order for B&B trees to be eligible).
  - Flexibility is possible in instances where desired stock in unavailable.
  - DNR recommends trees be purchased with a one-year warranty.
- All trees removed and planted on public property must be mapped and submitted as shapefiles, with the planted trees identified by species. If your community does not have access to shapefile-generating software, please contact the DNR at ucf.dnr@state.mn.us to discuss options for addressing this requirement.
- Projects that incorporate tree planting must submit a 3-year establishment plan with application.

RESIDENTIAL TREE CARE
- Work conducted on residential property must be completed by residents (tree planting only), or by tree care companies holding liability insurance and with a MNDOT Certified Landscape Specialist, International Society of Arboriculture (ISA) Certified Arborist on staff, or Tree Care Industry Association (TCIA) accreditation, or equivalent certification.
- A link to, or paper copy of, the Forest Service's Tree Owner's Manual (English / Spanish) must be provided to residents receiving a newly planted tree.
- For activities on residential land, a formal agreement between the resident and the Community Tree Planting Grant recipient is required. Each residential agreement must contain the following language:
  - o *The State of Minnesota is released from any liability associated with work completed on private property.*
  - o *Access is granted by the landowner for all planned activities within agreement; this may include, but is not limited to, planting, follow-up maintenance, monitoring, or other on-site work.*
  - o *I will plant and care for my tree according to the Tree Owner's Manual for as long as it is within my right to do so.*

Emerald Ash Borer (EAB) Considerations

Minnesota Department of Agriculture considers May 1 – September 30 to be the flight season for EAB. This means that EAB adult beetles are emerging from infested wood or trees and flying in search of new hosts during this time. The best management practice is to not remove ash trees when EAB are actively flying (May-September), to avoid the risk of EAB emerging from this material in transit or at a processing location.

EAB infestations are difficult to identify in the early stages of the infestation. EAB infestation areas grow via human-assisted movement and through natural dispersion. For these reasons, when new EAB infestations are discovered, quarantines are enacted on a large scale with the assumption that the infestation is spread beyond what is observed. However, while the quarantine necessarily covers a large area where EAB may be present, the distribution of EAB is likely not uniform throughout the quarantine and may be in areas outside these boundaries.

These guidelines ideally should be followed 100 percent of the time when working with ash trees throughout the state of Minnesota. However, *once a community is heavily infested with EAB (the point at which EAB-infested ash are so numerous that year-round removal of hazardous trees is necessary to mitigate risk to public), conducting ash tree removals during the emerald ash borer flight season may be necessary to avoid risk to public safety and property*. Following these guidelines will provide the lowest degree of risk for movement of EAB.

Eligible Project Expenses

Eligible project expenses are those incurred through project activities directly related and necessary to achieve the outcomes described in the project application and that meet the conditions of the grant contract. Grant funds can be used for, but may not be limited to:

- Professional contracts for technical assistance or project implementation. Eligible activities, under such contracts include, but may not be limited to, tree removal, tree planting, tree watering for duration of project
- Time spent on the project by staff of the grant recipients
- Site preparation and planting costs including trees, mulch, watering bags, staking materials, and tree wrap or guards.
- Equipment purchases of $4,999 or less that are used to complete the project. Multiple pieces of equipment, tools, or project supplies can be purchased with grant funds, but no one tool can have a unit cost of $5,000 or more, even if that cost is split across grant and match funds.
- Equipment rental
- Gravel bed construction

Ineligible Project Expenses

Ineligible project expenses include, but are not limited to:

- Costs incurred prior to the start date of the fully executed grant agreement.
- Purchase of trees listed on the Minnesota Noxious Weed List, or the DNR's Invasive Terrestrial Plants List, including Amur cork tree, Amur maple, autumn olive, black locust, buckthorn, Norway maple, Russian olive, Siberian elm, and tree of heaven.
- Purchase of balled and burlapped trees larger than 2.5" caliper, containerized trees larger than #20, or bareroot trees greater than 2" caliper diameter.
- Purchase of tree species in a genus that already makes up 10% or more of the community's or in a family that makes up 20% or more of the trees.
- Purchase of plants other than trees, such as shrubs, living ground covers, sod, grass seed, and flowers.
- Purchase of land or easements.
- Major soil purchases, grade changes or construction.
- Capital expenditures (items with a unit cost of $5,000 or more), such as buildings, motor vehicles, trails, or other permanent structures.
- Experimental practices not approved by DNR.

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

Application Details and Instructions

When filling out the application, ensure all sections are completed and the application is submitted by the deadline. Pay close attention to the requested information and respond to all questions. Detailed responses and completeness are strongly encouraged: if funded, the application responses will become a grantee's work plan. Make sure enough information is provided, especially in the timeline and budget sections, to serve as a complete work plan. Grantees will need to meet the objectives stated in their work plans by the end of the grant program. Clearly demonstrate in the application how the proposed project does or does not meet one of the two grant award priorities and how it aligns with eligibility requirements (including project activities and costs). Be sure that the application does not request funding for any ineligible project expenses.

A complete application will consist of the following:
1. Application form (PDF, format unchanged)

2. Budget ([Excel, format unchanged, additional lines added as needed](#))
3. Application identifies locations of grant project work. Submission must show whether work will take place within the supplemental demographic index geographic locations; examples may include:
   - Application states:
     - that project work is taking place community-wide based on your organization's geographic purview; or
     - that work will only take place within areas identified by the supplemental demographic index; or
     - that no project work will take place within the supplemental demographic index.
   - Maps are provided, showing project area (ex. printing screenshot of [Priority Area map](#), outlining project area, scanning, and submitting with application;)
4. 3-Year Tree Establishment Plan for newly-planted trees, *if planting trees* ([PDF, format unchanged](#))
5. Species and Stock List from which trees will be planted, *if planting trees* (any format acceptable; contact ucf.dnr@state.mn.us with questions about species eligibility)
6. Letter(s) of support, *if collaborating with an outside organization* (any format acceptable)
7. Pre-Award Risk Assessment Questionnaire and associated financial documents, *if applicant is requesting $50,000 or more in grant funds. Tribal governments are exempt from this requirement.* ([PDF, format unchanged](#))
8. List of Authorized Signer(s), *including name(s), title(s), and email address(es)* (any format acceptable)

Data Privacy and Trade Secret Notice

The information provided by an applicant will be used to assess the applicant's eligibility to receive a grant. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete the application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Applications are private or non-public until opened. Once the applications are opened, the name and address of the applicant and the amount requested is public. All other data in an application is private or non-public data until all agreements are fully executed. After DNR has completed the evaluation process, all remaining data in an application is public with the exception of trade secret data as defined and classified in Minn. Stat. § 13.37. A statement by a grantee that the application is copyrighted or otherwise protected does not prevent public access to the application (Minn. Stat. § 13.599, subd. 3).

Application Submission Instructions

After reading through the Request for Applications, complete all parts of the application, which can be found [online](#). Grant applicants are required to submit applications by email to ucf.dnr@state.mn.us. Applications must be received electronically by October 27, 2025, to be considered for funding. The applicant is responsible for ensuring their submission is received by DNR by the deadline; applications received after the deadline will not be eligible for consideration. DNR is not responsible for any technical or logistical problems causing an application to be received late.

Review Process and Timeline

All applicants must meet the minimum requirements identified in this Request for Applications to obtain funding.

A UCF Grants Steering Committee, made up of staff from the DNR Division of Forestry and select stakeholders, will evaluate applications received by the application deadline, recommend projects and award amounts to the DNR. DNR will review the UCF Grants Steering Committee recommendations and is responsible for final award decisions. Final grant awards are contingent upon a pre-award financial review to ensure there are no concerns that cannot successfully be mitigated upon negotiation with the State. *The award decisions of DNR are final and not subject to appeal.*

Process	Timeline
RFA posted on the DNR website	August 13, 2025
Questions from applicants on application process due	October 14, 2025
Applications due	October 27, 2025
Project Selection Recommendations; Financial and Capacity Review;	October 28, 2025-December 12, 2025
Grant Agreement Negotiations Work Plans Approved, Contracts Executed, Grant Work Begins	December 15, 2026 - April 15, 2026

DNR expects to contact selected grantees by December 12, 2025. If selected, grantees may only incur eligible expenditures after the grant contract is fully executed and the grant has reached its effective date.

Awards are not publicly announced until all grant agreements are fully executed.

Required financial and grantee capacity review

To protect the interest of the State and to ensure the effective and timely completion of publicly funded grant projects, agencies must ensure that entities that receive grants are financially and operationally capable of performing all duties required of the grant. The OGM 08-06 policy establishes minimum requirements for granting agencies conducting pre-award risk assessment and financial review of potential grantees. As required by *Minn. Stat. §16B.981/Chapter 62 - MN Laws, Article 7, Section* 11, a pre-award risk assessment must be conducted for grant awards of $50,000 or more. This policy does not apply to Tribal governments.

All grantees as defined in *Minn. Stat. §16B.981 Subd. 1 (c)* applying for grants in the state of Minnesota must undergo a financial and capacity review prior to final grant award of $50,000 and higher. Such applicants must include the Pre-Award Risk Assessment Questionnaire and associated financial documents with their application.

Review of the Pre-Award Risk Assessment Questionnaire and associated financial documents may result in a request for more information for the purpose of satisfying any DNR concerns. When requesting additional information from a potential grantee, DNR will give the potential grantee 15 calendar days to respond or to work with the DNR to develop a risk mitigation plan to satisfy the concerns.

Questions:

Submit questions to ucf.dnr@state.mn.us. Answers will be posted weekly online. Questions must be submitted no later than October 14, 2025 to be included on the website.

Liability and Project Implementation

DNR is not liable for costs incurred by any organization or individual for work performed in the preparation and production of an application, nor for any work performed prior to the execution of the grant contract. Project work and expenses that are eligible for reimbursement with grant funds CANNOT be started or incurred until the grant contract is fully executed. Grant agreements for awarded projects are expected to be finalized by April 15, 2026. A fully executed grant agreement is one where all necessary signatures have been obtained.

Reimbursement and Reporting

All grant funds will be provided on a reimbursement basis. Reimbursement requests may be submitted semi-annually by the following deadlines:
1. June 2, 2026
2. December 1, 2026
3. June 30, 2027 (Final Report and reimbursement request)

The following information must be submitted to be deemed a complete reimbursement request:

- An Accomplishment Report describing the grant accomplishments/deliverables and their impacts since the last reimbursement request.
- A Partial Payment Form along with detailed invoices and proof of payment for grant-funded purchases.
- Photo documentation of project progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results.
- Shapefiles of 1) all trees removed (including stumps ground), treated, maintained, and planted on public land, with the planted trees identified by species, and 2) all work on residential land aggregated by census tract. (Note: Grantees without access to shapefile-generating software can notify DNR staff at ucf.dun@state.mn.us, who will work with the grantee to assist in this requirement.)

All complete reimbursement requests received by the deadlines will be reviewed by DNR staff. Provided that the grantee is in compliance with all terms of the Request for Application and grant contracts, verified project activities and eligible expenses will be reimbursed up to 90%, with 10% retained until the project is completed.

Accommodations may be offered in select circumstances, and in accordance with Office of Grants Management policies, at the discretion of the agency. Please reach out to DNR staff at ucf.dnr@state.mn.us for more information on requesting accommodations.

Following the submission of invoices and accomplishment reports, a compliance check will be conducted by Minnesota Department of Natural Resources staff. Staff will do a site evaluation ensuring that tree species submitted on maps are correctly identified and planted in accordance with the standards set in the Minnesota Department of Natural Resources Pocket Guide to Planting Trees.

If two successive updates are missed, DNR staff will contact grantee requesting a grant progress update and explanation of why grant reporting has been late. If a report is not received within 60 days of the request, DNR will assume work is not being conducted and begin steps to close-out the grant contract and reallocate funds. This may result in a grant agreement being closed out early, and DNR staff noting in the grant closeout report the lack of performance and contract compliance by the grantee.

If within two successive updates necessary progress has not been made in accomplishing work within the grant contract, DNR staff may request a meeting to discuss why progress is not being made and may begin steps to close-out the grant contract and reallocate funds. This may result in a grant agreement being closed out early, and DNR staff noting in the grant closeout report the lack of performance and contract compliance by the grantee.

Project Completion
All project work must be completed, and the final request for reimbursement (along with the final report) must be submitted by **June 30, 2027**.

Grant Performance
If awarded, grant performance will be reviewed on timeliness, budget management, reporting and documentation, meeting outcomes and deliverables, responsiveness and communication, and acknowledgement and reflection on grant performance. This information may be considered during future grant application and award processes.

Other Considerations
DNR reserves the right to:

- Contact awarded applicants about applications for other UCF grants.
- Post funded applications and reports, including images and maps, to the DNR website.
- Consider existing open grants for performance and community need for additional funding.
- Reject any or all proposals received.

- Waive or modify minor irregularities in proposals received after prior notification and agreement of applicant.
- Clarify the scope of this program, within the RFA requirements and with appropriate notice to potential applicants, to best serve the interests of the state of Minnesota.
- Amend program specifications after the RFA release, with appropriate notice to potential applicants.
- Require a good faith effort on the part of the grantee to work with DNR after project completion to develop or implement project as proposed and contracted.
- Withhold any payments or cancel contracts when contract conditions are not met.

Application evaluation score sheet

Selection Criteria and Weight

The steering committee will be reviewing applications as they fall within the tiered system. Applications are reviewed on a 100-point scale, and past grant performance on a 5-point scale. Scores will be used to develop final recommendations. Applicants are encouraged to score their own applications using the evaluation score sheet before submitting the application. While not required, this step may help applicants meet the criteria that grant reviewers will be scoring.

PROJECT PRIORITY SCORING (maximum score is 6)					
Application projects for the Community Tree Planting Grants will be evaluated and prioritized according to the following criteria: *- Projects removing and replacing ash trees that pose significant public safety concerns.* *- Projects located in a census block group with a supplemental demographic index score in the 70th percentile or higher within the state of Minnesota.*					
Priority	**Threshold**	**Meets Priority (High) – 3 points**	**Meets Priority (Medium) – 2 points**	**Meets Priority (Low) – 1 point**	**Does Not Meet Priority (Very Low) – 0 points**
Ash Tree Removal for Public Safety, and Tree Planting Replacement	Applicant documents that ash trees being removed are dead/dying or structurally hazardous and located in high-risk areas (e.g., near roads, sidewalks, or high-traffic public spaces). Includes removal count and replanting plan.	Applicant is removing trees as part of their proposal and 100% of the removals are ash trees that pose significant public safety concern.	Applicant is removing trees as part of their proposal and 50%, or more, of the removals are ash trees that pose significant public safety concern.	Applicant is removing trees as part of their proposal and 49%, or less, of the removals are ash trees that pose significant public safety concern.	Applicant is not removing any ash trees that pose significant public safety concern.
Project in Priority Area (SDI ≥70%)	Project occurs fully or mostly in a census block group at or above the 70th percentile SDI. Includes map.	100% of the trees removed and replaced, or planted are within the Priority Area.	50%, or more, of the trees removed and replaced, or planted are within the Priority Area.	49%, or less, of the trees removed and replaced, or planted are within the Priority Area.	Applicant is not conducting any work within the Priority Area.

Priority Tiered Review Rubric

To be funded, the application must meet Minimum Required Project score of 70, or greater, and either no Past Grant Performance Score (e.g. no Grant Closeout Form was available) or a Minimum Past Grant Performance score of 3, or greater. Applications must meet all requirements for funding (see "Application Requirements" section), applicants will be funded based on their eligible request and amount of available funding.

Priority Score = Ash Tree Removal and Replacement Score + Project in Priority Area Score			
	Priority Score	Minimum Required Project Score (Out of 100)	Minimum Past Grant Performance Score (Out of 5), if applicable
Tier A: Meets both priorities – 1st Scored	4-6	70	3
Tier B: Meets at least one priority – 2nd Scored	2-3	70	3
Tier C: Does not meet or insignificantly meets both either priority– 3rd Scored	0-1	70	3

PROJECT APPLICATION SCORING (maximum score is 100)	
Application projects for the Community Tree Planting Grants will be evaluated and ranked according to the following criteria and points:	*Points*
1. **Project Overview and Need** • Application is clear, complete, descriptive and clearly meets all minimum and additional requirements. • Community has a readiness to take on a project of the proposed scope and size. • Application details the projects impact and shows significant need for project and state grant funding. • Application describes the trees (e.g. number, species, condition, etc.) proposed to be removed (posing significant safety concerns) and replaced, prioritizing location in Priority Areas as defined by the Request for Applications. Evaluation is based on project's impact and effectiveness.	30
2. **Project Timeline** • Timeline provides specific dates for all activities. • Timeline is easy to read and comprehend. • Timeline follows best management practices. • Timeline accounts for grant reporting and end dates. • Timeline is realistic given the extent of the proposed project activities and the resources available and requested to accomplish the project.	20
3. **Project Budget and Budget Explanation** • Budget explanation is detailed and provides specific dollar amounts for anticipated use. • Budget totals equal amount requested. • Financially realistic and cost effective. • Project budget uses grant funds only for eligible expenses. • Project seeks to maintain tree canopy or replant more trees than removed.	10
4. **Community Engagement and Impact** • Planning and collaboration clearly serves and includes residents within the project area. • Affected/benefitted communities are engaged and input is incorporated prior to project implementation and throughout the project. • Potential environmental impacts have been addressed and shows an appropriate approach to mitigate negative impacts. • Application demonstrates awareness and attention to potential barriers to participation by some community members and addresses with actionable items for these communities (examples include program focal areas, outreach in multiple languages, inclusion throughout the project), impacts on priority populations are clear and tangible. • Project focuses on Priority Areas, and or within populations that comprise Priority Areas	15

	Points
(communities with higher populations of low-income residents, persons with disabilities, less than high school education, limited English speaking, and low life expectancy).	
5. Communications • Communication strategies are directly related to project accomplishments, activities, or both, and multiple forms of communication are listed with potential to reach the public. • Tree care-related messaging includes EAB information designed to slow the spread, the importance of trees in communities, and/or pruning and maintenance.	10
6. Key Personnel • Key personnel are listed with corresponding project roles and showcase the expertise and capacity to complete proposed grant work. • All components that require a certification are met and listed (e.g. for residential work, planting Balled & Burlapped, etc.) • All certifications and education degrees are listed for staff or contractors. • A high scoring applicant will have staff or contractors with a degree in a related field, or a combination/multiple staff with ISA Certified Arborist, TCIA accreditations, or both.	15
Total	**100**

PAST GRANT PERFORMANCE SCORING (maximum score is 5)	
PAST DNR URBAN & COMMUNITY FORESTRY GRANT RECIPIENTS ONLY **The section on past grant performance within the Community Tree Planting Grant application will be evaluated and ranked according to the following criteria and points:**	**Points**
1. Past Grant Performance • The most recent UCF Grant Closeout form is addressed. This may include addressing meeting timeliness, budget management, reporting and documentation, meeting outcomes and deliverables, responsiveness and communication. • Past performance issues and corrective actions are explained, if applicable. • Past performance of strong grant management practices is described, and continued implementation is explained, if applicable. • A high scoring applicant will provide insightful reflection on past performance, and provide specific examples of learning and corrective actions, or continued strong grant management practices.	5
Total	**5**