



## GREENING NEIGHBORHOODS – GRANT PROGRAM & GUIDELINES

<p><b>PROGRAM OVERVIEW</b></p>	<p>The Greening Neighborhoods Grant Program is part of the Forest Spokane Initiative. The Initiative's goals include planting 10,000 trees, perennial native vegetation and remove/reduce impervious surfaces.</p> <p>The Greening Neighborhoods Grant Program allows neighborhoods and other community organizations to work together to actively increase green infrastructure in Spokane's neighborhoods by applying for funding for street trees and/or other green perennial native vegetation. <b>This grant is not to be used for anything other than street trees and/or perennial vegetation.</b></p> <p>The grant is open to neighborhoods, businesses, non-profits, schools, churches...etc. It is encouraged that multiple agencies work together to create successful projects and/or leverage funding. All grant applications need to be accompanied by a signature from the Neighborhood Council on the original application. All projects must occur on public right-of-way property, they must be maintained by the adjacent property owner(s), and be coordinated and approved by the appropriate neighborhood before submitting your application.</p> <p><b>Trees:</b>  Projects that plant trees will be given priority for approval. All tree applications must be scoped and approved by the Urban Forestry Department and the Project Coordinator. Planting location(s) and quantity will be determined by a Certified Arborist prior to application approval.</p> <p>Approved tree projects will have the option to coordinate a planting event with volunteers or the trees may be planted by the Urban Forestry Department.</p> <p>Combination applications that include vegetation and trees will require that the vegetation be planted by the group applying for the funding and the planting will be coordinated through a volunteer event.</p> <p><b>Perennial vegetation:</b>  Projects that aim to plant vegetation are to be community volunteer events. The applicant is solely responsible for coordinating the event with volunteers and the Forest Spokane Project Coordinator for plant selection and delivery. Events should be coordinated during the planting season, see timeline for details.</p>
--------------------------------	---

<p><b>PROGRAM PURPOSE</b></p>	<p>The purpose of this grant program is to encourage the planting of trees and/or other native vegetation, such as, low shrubs, grasses and other perennial plants on public right-of-way property as part of the goals for the Forest Spokane Initiative to mitigate stormwater.</p>																	
<p><b>FUNDING</b></p>	<p>Neighborhood councils may submit up to 3 grant applications. Each grant application may not exceed the value of \$5,000 each. All applications will be graded against the Competitive Grant Criteria, provided below. Approval of all applications is at the discretion of the Project Coordinator.</p> <p><b>Applicants who apply to plant trees will be given priority for approval.</b></p>																	
<p><b>COMPETITIVE GRANT CRITERIA</b></p>	<p>Grant applications that have the most points from the Competitive Grant Criteria will be moved to the top of the list for approval.</p> <table border="1" data-bbox="488 764 1430 1663"> <thead> <tr> <th data-bbox="488 764 654 800">Points</th> <th data-bbox="654 764 954 800">Criteria</th> <th data-bbox="954 764 1430 800">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="488 800 654 1125">           1 2 3 4 5 6 7 8         </td> <td data-bbox="654 800 954 1125">           Number of trees: 1-4 5-8 9-12 13-16 17-20 21-24 25-28 29+         </td> <td data-bbox="954 800 1430 1125">           Projects that plant trees only (excludes any vegetation)         </td> </tr> <tr> <td data-bbox="488 1125 654 1446">           1 2 3 4 5 10         </td> <td data-bbox="654 1125 954 1446">           Contributions are based off of total project cost: 10% 20% 30% 40% 50% 60% +         </td> <td data-bbox="954 1125 1430 1446">           Projects that leverage funding. Financial contributions made by;           <ul style="list-style-type: none"> <li>• Community Organizations</li> <li>• Community Development Block Grant funding</li> <li>• Neighborhood Contributions</li> <li>• Other; at the discretion of the Project Coordinator.</li> </ul> </td> </tr> <tr> <td data-bbox="488 1446 654 1589">           5         </td> <td data-bbox="654 1446 954 1589">           Receive 5 points per organization that participates in the planting event.         </td> <td data-bbox="954 1446 1430 1589">           Projects that are planted by volunteers from one or more organizations receive points, excluding the applicant.         </td> </tr> <tr> <td data-bbox="488 1589 654 1663">           1         </td> <td data-bbox="654 1589 954 1663">           Receive 1 point per application         </td> <td data-bbox="954 1589 1430 1663">           Projects that plant vegetation.         </td> </tr> </tbody> </table>			Points	Criteria	Description	1 2 3 4 5 6 7 8	Number of trees: 1-4 5-8 9-12 13-16 17-20 21-24 25-28 29+	Projects that plant trees only (excludes any vegetation)	1 2 3 4 5 10	Contributions are based off of total project cost: 10% 20% 30% 40% 50% 60% +	Projects that leverage funding. Financial contributions made by; <ul style="list-style-type: none"> <li>• Community Organizations</li> <li>• Community Development Block Grant funding</li> <li>• Neighborhood Contributions</li> <li>• Other; at the discretion of the Project Coordinator.</li> </ul>	5	Receive 5 points per organization that participates in the planting event.	Projects that are planted by volunteers from one or more organizations receive points, excluding the applicant.	1	Receive 1 point per application	Projects that plant vegetation.
Points	Criteria	Description																
1 2 3 4 5 6 7 8	Number of trees: 1-4 5-8 9-12 13-16 17-20 21-24 25-28 29+	Projects that plant trees only (excludes any vegetation)																
1 2 3 4 5 10	Contributions are based off of total project cost: 10% 20% 30% 40% 50% 60% +	Projects that leverage funding. Financial contributions made by; <ul style="list-style-type: none"> <li>• Community Organizations</li> <li>• Community Development Block Grant funding</li> <li>• Neighborhood Contributions</li> <li>• Other; at the discretion of the Project Coordinator.</li> </ul>																
5	Receive 5 points per organization that participates in the planting event.	Projects that are planted by volunteers from one or more organizations receive points, excluding the applicant.																
1	Receive 1 point per application	Projects that plant vegetation.																
<p><b>ELIGIBILITY</b></p>	<p><b>Applicant:</b> The Greening Grant is open to neighborhoods, businesses, non-profits, schools, churches...etc. It is encouraged that multiple agencies work together to create successful projects and/or leverage funding. All grant applications need to be accompanied by a signature from the Neighborhood Council on the original application. All projects must occur on public right-of-way property,</p>																	

	<p>they must be maintained by the adjacent property owner(s) or neighborhood council, and projects must be coordinated and approved by the appropriate neighborhood before submitting your application.</p> <p>The Project Coordinator must obtain an original copy of the Grant and Maintenance Agreement with signatures from the applicant, the neighborhood and the City of Spokane before the planting event(s) occur. In addition, those that agree to care and maintain the tree(s) by means of watering and weeding need to sign and return the Waiver Release &amp; Liability form to the Project Coordinator prior to planting.</p> <p><b>Trees Projects:</b> All grants that include street trees need to be approved by the Urban Forestry Department prior to grant approval. The tree species are determined by each location and nursery availability. All street trees are chosen from the approved street tree list. <a href="#">Please click here</a> to view the approved street tree list.</p> <p><b>Vegetation Projects:</b> Projects that aim to plant vegetation must provide all species names and quantities that you are applying for. All vegetation included in the application must be perennial. Contact the project coordinator if you have further questions regarding selection. Or visit the <a href="#">Forest Spokane Initiative</a> page to find a list of suggested vegetation found under the Related Documents listing.</p>
<p><b>TIMELINE &amp; GRANT PROCEDURES</b></p>	<p style="text-align: center;"><b><u>March 1, 2015 – June 30, 2015</u></b></p> <p>Open application timeframe. Meet with the Project Coordinator for project and location scoping and approval.</p> <p>Prior to the June 30th deadline each of the following forms need to be signed and returned.</p> <p><b><i>Greening Grant Application:</i></b> Identify optional planting locations and begin scoping your grant project include all project information within the grant application. Applications that aim to plant trees need to be coordinated with the Forest Spokane Project Coordinator. For all tree projects Urban Forestry will provide a scope for your event prior to application approval.</p> <p><b><i>Grant &amp; Maintenance Agreement:</i></b> For all applicants a Grant and Maintenance Agreement will be drafted, signed and returned to the project coordinator. The Agreement is a contract between the applicant and the City of Spokane that gives permission to the applicant to plant and maintain trees and/or vegetation that is being applied for.</p>

	<p style="text-align: center;"><b><u>June 1, 2015 – September 1, 2015</u></b></p> <p>Finalize application(s) and grant proposal(s). Obtain signatures for any remaining Grant and Maintenance Agreement Contracts and submit Waiver &amp; Release of Liability Form(s). Plan, coordinate and schedule your event!</p> <p><b><i>Waiver &amp; Release of Liability:</i></b> All adjacent property owner(s) and/or entities who have agreed to care for the new trees/vegetation by means of watering and weeding must sign and return a Waiver &amp; Release of Liability form.</p> <p>The Waiver &amp; Release of Liability form is also used during planting events as a Volunteer Waiver Form. All volunteers must sign and return the form prior to participating in the event.</p> <p style="text-align: center;"><b><u>September 1, 2015 – June 1, 2016</u></b></p> <p>Implement your Greening Grant volunteer event.</p> <p><b>Tree(s):</b> Applications that plant trees have the option to be planted through a community volunteer event or the trees will be planted by the Urban Forestry Department.</p> <p><b>Volunteer Events:</b> Applications that aim to plant perennial vegetation will be scoped, scheduled, and planted by a community volunteer event. All applicants will coordinate plant species selection and delivery with the Forest Spokane Project Coordinator.</p> <p><b><u>March 1, 2016</u></b> New Neighborhood Greening Grant Application cycle begins.</p>
<p><b>TIMELINE:</b></p> <p>March   April   May   June   July   August   September   October   November   December   January 2016</p>	
<p><b>OTHER REQUIREMENTS/CONSIDERATIONS</b></p>	<ul style="list-style-type: none"> <li>• A water or watering source for the new plantings must be available and included in the Grant &amp; Maintenance Agreement.</li> <li>• Applicants are required to involve property owners in order to provide volunteer manpower in the planting, care and maintenance of the perennial vegetation.</li> </ul>

	<ul style="list-style-type: none"> <li>• Applicants are required to involve property owners for permission to plant and commitment to care by agreeing to maintain newly planted tree(s) in a reasonable condition by watering them and by maintaining the area around the trees in reasonable condition by weeding them.</li> <li>• Species selection, size and quantity of tree(s) require approval by a Certified Arborist from the City of Spokane’s Urban Forestry Department for public right-of-way property. The applicant is not required to get approval before applying; the Project Coordinator will arrange for the review upon submission of the application.</li> <li>• Projects that aim to plant trees will be given priority for approval.</li> <li>• All plantings must account for required vehicular clearance recovery and unobstructed vehicle lines of sight when applicable.</li> <li>• Awardees will be required to sign a Grant &amp; Maintenance Agreement with the City of Spokane, agreeing to maintain tree(s) and vegetation in a reasonable condition by watering and maintaining the area around the tree/vegetation.</li> <li>• All plantings because they are required to be on public right-of-way property will require technical review and coordination with necessary city departments for approval of use.</li> <li>• This application is open to other organizations to apply (organizations include but are not limited to, churches, schools, community centers, non-profits...etc) applying for this grant must work with and obtain signatures from their neighborhood council in order to get approved for funding.</li> </ul>
<p><b>PROJECTS NOT QUALIFIED</b></p>	<ul style="list-style-type: none"> <li>• Projects proposed to remove or move currently planted trees.</li> <li>• Projects proposed to be completed on private property, subsequently benefiting an individual property owner.</li> <li>• Projects presented without evidence of approval by the Project Coordinator and other parties.</li> </ul>