

**Grant Narrative for Forest Stewardship and
Urban and Community Forestry Programs
[State] Division of Forestry
FY 2011**

This grant application includes S&PF Program and project elements within Cooperative Forestry Assistance Act (CFAA) authorities (see award letter). The work outlined here supports the current [State] Statewide Forest Resource Strategy (June, 2010) and the following national S&PF priorities: conserve and manage working forest landscapes for multiple values and uses, protect forests from threats, and enhance public benefits from trees and forests. This narrative provides additional detail to accompany the Standard Forms (SF) 424 and 424A, including lead contacts, purpose, scope of work, methodology and timeline, accomplishment reporting, and budget information.

Grant Period: October 1, 2010 – September 30, 2012

Grant Components and Amount:

S&PF Program/Project	FSP	UCF	Fed. Total
Integrated Project			
Maintaining forest benefits in urbanizing landscapes	30,000	30,000	60,000
Stewardship Program			
Regular Program Activities	200,000		200,000
Urban & Community Forestry			
Regular Program Activities		270,000	270,000
TOTAL	230,000	300,000	\$530,000

S&PF Program fund codes: FSP = Forest Stewardship, UCF = Urban and Community Forestry

Grant Narrative for Maintaining Forest Benefits in Urbanizing Landscapes Project
[State] Division of Forestry
FY 2011

Lead Contacts:

Joe Planter, UCF Coordinator (Lead Contact): 625-454-5678, jplanter@forest.gov, 625-454-5679 (fax)

Jane Doe, CFM Coordinator: 625-454-5674, jdoe@forest.gov, 625-454-5679 (fax)

Greg Smith, Budget Shop: 625-454-5672, gsmith@forest.gov, 625-454-5679 (fax)

Purpose:

The wildland–urban interface (WUI) is the area where houses meet or intermingle with undeveloped wildland vegetation. The WUI is thus a focal area for human–environment conflicts, such as the destruction of homes by wildfires, habitat fragmentation, introduction of exotic species, and biodiversity decline. The WUI in the conterminous United States covers 719,156 square miles (9% of land area) and contains 44.8 million housing units (39% of all houses). In [State], the WUI covers 600,000 acres and is projected to cover 1,000,000 acres by the year 2030. With the expansion of the WUI comes significant parcelization and fragmentation of forest land, which impacts the numerous public benefits and services that such forests provide. [State]’s Statewide Forest Resource Assessment identified this as a key state issue and this project was developed in response to Strategy 6.2 (June, 2010), which establishes the goal of maintaining forest benefits and services in urbanizing landscapes.

Scope of Work:

This project will contribute to the goal of maintaining forest benefits in urbanizing landscapes through training and technical assistance for local governments and tree commissions, as well as communications efforts that target private landowners who own between 2 and 10 acres of forest land. The work will involve a collaborative effort between the [State] Division of Forestry’s urban foresters and service foresters to do the following:

- Objective 1: Work with local government officials, tree commissioners, and private landowners to raise awareness of forest benefits that are threatened by urbanization.
- Objective 2: Work with local governments to consider priority forest areas (identified in the Statewide Forest Resource Assessment) in their land-use planning.
- Objective 3: Facilitate coordinated forest management between community-managed forest areas and adjacent private properties.

This project will be implemented in at least five of [State]’s WUI priority areas as identified in the Statewide Forest Resource Assessment.

Methodology and Timeline:

The project’s objectives will be accomplished through the following activities (organized by S&PF Program funding type). The work will be completed primarily by state urban foresters and service foresters, working in partnership with local government and county extension personnel.

Urban and Community Forestry

- a. Host at least 10 workshops for community officials (e.g., city arborists, tree commissioners) to raise awareness of forest-related issues unique to WUI areas, and the potential role local governments can play in addressing those issues.

- b. Work with city planners and planning commissions in at least 5 communities to incorporate the conservation and connectivity of priority forest areas, identified in the State Assessment, into the zoning ordinances or other land-use planning tools.
- c. Provide technical assistance to local governments in at least 2 communities for management of community parks to complement nearby private forest management (in coordination with private landowner assistance around local parks described below).

Forest Stewardship

- a. Develop a WUI factsheet for private forest landowners to highlights [State]’s WUI issues related to forest benefits and services and forest threats. Market and distribute factsheets in the same WUI priority forest areas as the UCF activities (above).
- b. Coordinate with county foresters to conduct at least 10 landowner workshops focused on the forest-related issues and maintenance of forest benefits and services in WUI areas.
- c. Provide targeted one-on-one assistance to landowners with over 2 acres of forest land located within a 1-mile radius of the local parks in 2 communities.

This integrated WUI project will begin on June 1, 2011 and be completed by May 31, 2012. A more specific timeline is as follows:

Jun-Aug 2011	Sept.-Nov 2011	Dec 2011-Feb 2012	Mar-May 2012	Close Out
Planning				
	Workshops with community officials (1 per month)			
		Work with city planners		
	Provide technical assistance to local governments (ongoing)			
	Design factsheet	Distribute WUI factsheet to citizens and officials		
	Conduct landowner workshops			
		Landowner assistance		
				Reporting

Accomplishment Reporting:

The following accomplishment measures will be reported annually and when work is completed according to agency guidance for the Performance Progress Report (SF-PPR).

Accomplishment Measure	Measure Type*	Grant Target
Acres of forests being managed sustainably	National	400
Acres of forests restored and protected from invasive plants	National	300
Percent of population served under active urban forest management plan (number of communities)	National	75 % (5)
Number of people (in person days) engaged in environmental stewardship activities	National	20
Acres of connected forest resulted from WUI project	National	200

* Measure Type: National = National S&PF Program accomplishment/performance reporting measure

Budget:

This table provides additional budget information to complement the SF 424A summary.

Budget Items by SF 424A Object Class Categories	Federal \$	State Match \$	Other Match \$	Source of "Other Match"
a. Personnel	50,000	40,000	10,000	County Extension
b. Fringe Benefits	7,000	10,000		
c. Travel				
In-state workshop travel	2,000			
d. Equipment				
e. Supplies				
f. Contractual				
g. Construction				
h. Other				
In-house design of WUI brochure	500			
In-house printing of WUI brochure	500			
i. Total Direct Charges (sum of a-h)	60,000	50,000	10,000	
j. Indirect Charges				
k. Totals (i + j)	60,000	50,000	10,000	
l. Program Income				

**Grant Narrative for Forest Stewardship Program
[State] Division of Forestry
FY 2011**

Lead Contact:

Jane Doe, CFM Coordinator: 625-454-5674, jdoe@forest.gov, 625-454-5679 (fax)

Greg Smith, Budget Shop: 625-454-5672, gsmith@forest.gov, 625-454-5679 (fax)

Purpose:

The purpose of the Forest Stewardship Program is to encourage the long-term stewardship of non-federal, non-industrial private forest (NIPF) lands, particularly in priority landscape areas that have been identified in the [State] Forest Resource Assessment and Strategy. In cooperation with the [State] Stewardship Coordinating Committee, the Forest Stewardship Program promotes healthy forests, sustainable management, and sustainable economic development. [State]'s Forest Stewardship Program contributes to strategies 1.2, 5.3, and 6.1 in the [State] Forest Resource Strategy (June, 2010).

Scope of Work:

Funding will be used for delivery of information and professional technical assistance to eligible private and non-federal forest landowners, through the Division of Forestry's 15 Service Foresters. These foresters work closely with forest land owners across the state. The rural forest land priority areas identified in the [State] Forest Resource Assessment will help guide the foresters in meeting with landowners and creating Stewardship Plans that are built around the landowners' goals while fulfilling the requirements of the Stewardship Program.

Methodology and Timeline:

The cooperation of other agencies and partners such as the National Wild Turkey Federation, the USDA Natural Resource Conservation Service (NRCS), State Extension, the County Soil and Water Conservation Districts (SWCD), and consulting foresters will provide forest land owners with a comprehensive picture of the resources located on their property. These partners, working as a team with the [State] Division of Forestry's Service Foresters, will assist landowners to accomplish their goals, such as to enhance timber quality and potential, create wildlife habitat, enhance recreational potential, protect soil and water resources, and improve forest health. Delivery of information and technical assistance will include:

- 1) Assisting landowners to implement forest management activities, including directing them to existing cost share programs where appropriate;
- 2) Educating landowners about forest management practices and issues;
- 3) Coordinating with partners to improve program delivery, including regularly convening a [State] Forest Stewardship Coordinating Committee;
- 4) Providing recognition to exemplary Forest Stewardship landowners;
- 5) Training state and partner staffs on topics relevant to program delivery; and
- 6) Monitoring and reporting program implementation and effectiveness.

We anticipate reaching 2,000 landowners with one-on-one technical assistance and influencing management on 20,000 new acres in this manner by September 30, 2012.

Pass through grants: \$10,000 of the funds will be passed to the Conservation Non-profit for xyz.

Accomplishment Reporting:

Accomplishment measures in the table below will be reported annually through the Performance Measurement and Accountability System (PMAS). Accomplishments will be reported according to agency guidance for the Performance Progress Report (SF-PPR). Additionally, [State] will complete and submit Spatial Analysis Project (SAP) Map 2, in accordance with current SAP Map 2 Guidance. As part of the Division of Forestry’s normal five-year Forest Tax Law (FTL) review process, any FTL property that is up for re-inspection, and that falls within the current Statewide Assessment priority forest map, will be monitored and that information submitted to the USDA Forest Service. “Success Stories” will also be reported annually.

Accomplishment/Performance Measure	Measure Type	Grant Target
Number of landowners receiving Forest Stewardship Program technical assistance.	Nat. Program	2,000
Number of landowners participating in Forest Stewardship Program educational programs.	Nat. Program	2,000
Acres of new and/or revised Forest Stewardship Management Plans	Nat. Program	15,000
Acres of new and/or revised Forest Stewardship Management Plans in <i>Important Forest Resource Areas+</i>	Nat. Program	5,000
Number of new and/or revised Forest Stewardship Management Plans	Nat. Program	600
Total acres covered by current Forest Stewardship Management Plans (cumulative)	Nat. Program	50,000
Total acres in <i>Important Forest Resource Areas+</i> covered by current Forest Stewardship Management Plans (cumulative)	Nat. Program	15,000
Base NIPF acres in <i>Important Forest Resource Areas+</i>	Nat. Program	N/A
Number of acres in forest areas being managed sustainably as defined by current Forest Stewardship Management Plan (cumulative) – through a nationally consistent monitoring program.	Nat. Program	15,000
Number of new and/or revised EQIP Management Plans++	Nat. Program	100
Acres of new and/or revised EQIP Management Plans++	Nat. Program	2,000
Stand establishment: regeneration (natural or artificial)	Region	1,500
Recreational and archeological enhancement	Region	400

- + Important forest resource areas are defined as “high” potential for Forest Stewardship benefit from the Spatial Analysis Project.
- ++ Report the number of new or revised management plans and acres that were created using EQIP (Practice 106) cost-share assistance.
- * Measure Types:
 Nat. Program = National S&PF Program accomplishment/performance reporting measure
 Region = Region-specific accomplishments reporting measure

Budget:

This table provides additional budget information to complement the SF 424A summary.

Budget Items by SF 424A Object Class Categories	Federal \$	State Match \$	Other Match \$	Source of "Other Match"
a. Personnel	160,000	100,000	60,000	Charitable Trust
b. Fringe Benefits	20,000	20,000		
c. Travel				
In-state landowner assistance visits and workshops	1,000		1,000	Conservation Nonprofit
d. Equipment				
LCD projector (for workshops)	1,500	1,500		
e. Supplies	500	500		
f. Contractual²				
Conservation Nonprofit pass-through grant	10,000		10,000	Conservation Nonprofit
g. Construction				
h. Other				
i. Total Direct Charges (sum of a-h)	153,000	122,000	71,000	
j. Indirect Charges	7,000	7,000		
k. Totals (i + j)	200,000	129,000	71,000	
l. Program Income				

Grant Narrative for Urban and Community Forestry Program
[State] Division of Forestry
FY2011

Lead Contact:

Joe Planter, UCF Coordinator (Lead Contact): 625-454-5678, jplanter@forests.gov, 625-454-5679 (fax)

Greg Smith, Budget Shop: 625-454-5672, gsmith@forests.gov, 625-454-5679 (fax)

Purpose:

The Urban and Community Forestry (UCF) program provides financial, technical, educational and related assistance to State foresters or equivalent State officials to assist communities to plan urban forestry programs and to plant, protect, maintain and utilize wood from community trees and forests to maximize social, environmental and economic benefits. The goals of the UCF program are to improve understanding of the benefits of tree cover in urban areas and communities; encourage and provide educational and technical assistance to communities for the maintenance and expansion of tree cover; implement tree planting and other demonstration projects to address climate change and provide environmental benefits; enhance the technical skills of individuals involved in planning, development and maintenance of urban and community forests; and expand research and education efforts intended to improve the understanding of trees' economic, environmental, social and psychological, and energy conservation benefits.

The focus for this grant period is to select priority communities and begin implementing strategies 2.3, 5.3, and 6.1 in the [State] Forest Resource Strategy (June, 2010). A core priority is to increase the number of communities with tree boards, ordinances, public tree inventories, management plans, canopy cover goals, and professional arborists and foresters.

Scope of Work:

A *Demonstration City* grant initiative funded through this grant will help communities increase canopy cover assessments, develop canopy goals, and begin efforts to mitigate climate change. Additional support from S&PF grants will be necessary to begin large-scale projects and improvements. We will continue to seek funding from various corporate, private, and government partnerships to support Project CommuniTree, Your Neighborhood Treeways, and other programs providing opportunities to increase canopy cover in communities.

A majority of this core urban forestry budget will support program staff and related expenditures to provide statewide support to communities engaged in the comprehensive management of urban and community forestry resources. This work is focused on the following objectives:

- Objective 1. Build program capacity at the community level.
- Objective 2. Mitigate climate change impacts through energy conservation.
- Objective 3. Outreach to underserved populations.
- Objective 4. Improve air and water quality.
- Objective 5. Enhance recreational opportunities.

Change from Previous Year: A significant reduction in available funds will impact the state's small grants and demonstration initiative. CommuniTree will focus on energy conservation and air quality to demonstrate and make progress on this objective from the State Strategy. The State Council will meet three times instead of four as has happened in the past.

Methodology and Timeline:

The objectives will be addressed through the following activities:

- Assist in the development of State and local management plans for trees and associated resources in municipalities, including open space and green infrastructure planning.
- Develop corporate sponsorship and encourage volunteer participation to: (1) expand the CommuniTree Program to additional areas, (2) increase private sector support for Your Neighborhood Treeways and local tree planting initiatives, and (3) promote the Arbor Day Poster Contest and celebration in all Tree City USA communities and schools.
- Implement at least 2 demonstration projects in priority communities, as identified in the [State] Forest Resource Assessment, to illustrate techniques and the value of tree cover to provide environmental, economic, and social benefits. This will involve inventories, assessments, plans, and projects to enhance canopy cover by utilizing competitive Demonstration City grants funded from our core Federal FY11 grant.
- As targeted assistance for tree planting and active management to maintain and increase tree cover, the [state] watershed forester will assist communities in the River Watershed with determining existing canopy cover and setting tree planting goals.
- Assist “developing” communities in conducting inventories of their forest resources and encourage municipal forest management plans and provide training on use of the “i-Tree suite” through contracts with private entities.
- Provide education and technical assistance to enhance the technical skills of individuals involved in tree care, other arboricultural practices; and planning, development and maintenance of urban and community trees and forests. Promote sustained tree care by working with at least 5 communities to achieve the standards of the Tree City USA Program.
- Support existing and encourage new tree care programs in 5 municipalities by providing the following technical assistance:
 - Tree board development and project assistance.
 - Promoting canopy cover goal determination and strategic planning.
 - Volunteer and municipal training and workshops (at least 4 workshops).
 - Tree establishment, pruning, and care workshops (at least 4 workshops).
- Assist in identifying sources and obtaining plant material for replacing dead and dying trees and expanding tree cover in urban and community areas. Promote utility compatible trees while reducing hazard trees through the continuation of the Municipal Tree Restoration Program.

Involve the UCF Council with all program components and continue to develop membership. Enhance public awareness of the UCF Council with high-profile tree planting through the Project CommuniTree and Your Neighborhood Treeways Programs.

[State] utilizes approximately 3 1/3 FTE's for program delivery (Program Coordinator + Technical Specialist + Partnership Coordinator + 1/3 FTE from Landowner Assistance Foresters). Our Technical Specialist provides assistance to municipal governments and community tree boards statewide.

All activities are ongoing. The State Council will meet three times to provided advisory support.

Accomplishment Reporting:

The following accomplishment measures will be reported annually through the Community Accomplishments Reporting System (CARS) (<http://spfnic.fs.fed.us/nicportal/>). Grant targets for this grant period have been established and are reflected below. A two-page State accomplishment report and photos will be submitted to the regional S&PF office by October 18,

2011. Accomplishments will be reported according to agency guidance for the Performance Progress Report (SF-PPR).

Accomplishment /Performance Measure	Measure Type	Grant Target
Number of "Managing" Communities+	Nat. Program	10
Number of "Developing" Communities++	Nat. Program	45
Number of volunteer hours contributed to Urban & Community Forestry Programs	Nat. Program	3,300
Number of people living in communities provided educational, technical and/or financial assistance.	Nat. Program	75,000

- + Managing communities have all of the following: management plan; professional staff/contract; ordinance; tree board/advocacy organization.
- ++ Developing communities received State assistance in the current year and have at least one of the following: management plan; professional staff/contract; ordinance; tree board/advocacy organization. To determine the number of managing and developing communities, the following will be reported in CARS: the number of communities with (1) a management plan, (2) professional forestry staff/contracted services, (3) UCF related ordinance(s), and (4) tree advocacy groups/advisory organizations.

Measure Types:

Nat. Program = National S&PF Program accomplishment/performance reporting measure

Budget:

This table provides additional budget information to complement the SF 424A summary.

Budget Items by SF 424A Object Class Categories	Federal \$	State Match \$	Other Match \$	Source of "Other Match"
a. Personnel	100,000	100,000		
b. Fringe Benefits	10,000	15,000		
c. Travel				
Urban Committee and UCF council meeting travel	4,500			
d. Equipment				
Handheld digital recorders for tree inventories in 2 cities (20 devices)			20,000	Private company
e. Supplies	2,500	2,000		
f. Contractual				
Demonstration City Grants	75,000		75,000	Local recipients
Private contract for 2 demo projects	50,000	50,000		
g. Construction				
h. Other				
In-house production of promotional materials	1,000	1,000		
i. Total Direct Charges (sum of a-h)	243,000	168,000	95,000	
j. Indirect Charges	27,000	27,000		
k. Totals (i + j)	270,000	195,000	95,000	
l. Program Income				