Urban Forestry Grant & Urban Forestry Catastrophic Grants

Eligibility & Purpose: To fund projects that improve a community's capacity to manage its trees and projects that help conserve, protect, expand or improve the urban forest resource. The grants are intended to support new projects, not to subsidize current, ongoing operations or replace existing funds. Catastrophic grants are available following a catastrophic storm event for which the governor has declared a state of emergency.
Maximum grant amount: $5,000 for start-up grants; $25,000 for regular grants; $50,000 for catastrophic storm grants.
Match requirement: 50 percent for start-up and regular grants; 100 percent for catastrophic storm grants

About regular urban forestry grants

- Grants range from $1,000 to $25,000 and require a 50–50 match (total project cost range is $2,000 to $50,000).
- The project sponsor must initially fund 100 percent of project costs with cash, in-kind contributions and/or donations. Upon completion, the project sponsor requests reimbursement for 50 percent of eligible costs (501[c][3] nonprofit organizations may request an advance when a grant is awarded).
- Projects begin January 1 and must be completed within one calendar year.

To apply for a regular urban forestry grant:

- Review the urban forestry grant application guide [PDF] for more details.
- Obtain a resolution from your governing body designating a representative to file the application and handle all grant actions on behalf of the applicant (download sample resolution [Word]).
- Complete application form 8700-298 [PDF]. The form is electronically fillable, printable and savable.
- Complete Urban Forestry Partner Verification form 8700-298A [PDF] for each project partner (not for hired service providers).
- 501(c)(3) organizations must include a copy of their constitution, bylaws or articles of incorporation, unless already on file with the DNR urban forestry program.

Submit your application and authorizing resolution by:

Electronic format (preferred)

- **Print** - Review, edit if needed and file.
- **Save** - File name should represent organization name and urban forestry grant year.
- **Submit by email** - You will be given the opportunity to edit the message and provide attachments to an email addressed to DNRUrbanForestryGrants@wisconsin.gov.
- **Or, mail hard copies or fax to**
- Wisconsin Department of Natural Resources
  Urban Forestry Grants – FR/4
  PO Box 7921
  Madison WI 53707-7921
  Fax: 608-266-8576
- Deadline – applications must be sent or postmarked by 11:59 p.m., October 1

State of Wisconsin
Department of Natural Resources
PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

Urban Forestry Grant Report

Notice: This document is provided as a template for Urban Forestry Grant reporting requirements. You may submit this report via email to your Urban Forestry Coordinator (preferred), along with any attachments. Paper copies are allowable.

Please provide grant information as written in the grant agreement:	
Project End Date:	
Project Sponsor:	
Project Number:	Select one: ◯ Interim Report ◯ Final Report

Project Description:

Please choose the project scope items as listed on the grant agreement. Type in any customized scope items.

Project Scope Items:	Summary of work thus far; status (in progress, complete); challenges/achievements:

(FINAL ONLY) Please provide a brief project narrative. Narratives submitted electronically may be extracted and used externally (please limit to 2000 characters including spaces)

Project Highlights and Impact Narrative:	
1. In a few sentences, briefly summarize your project. Provide any additional explanation about the scope items, if needed. 2. Highlight one or more particular outcome of the project. What is the impact of each on your urban forest, management capacity, and/ or community?	

Requested Assistance, Comments or Follow up:

Project Expenses:	Do you expect to use all the grant funds you received this year*? ◯ Yes ◯ No
Estimate of funds spent to date:	◯ 25% ◯ 50% ◯ 75% ◯ 100% ◯ Other: _____ %

* Please notify your Urban Forestry Coordinator if project expenses are significantly under budget. Urban forestry funds lapse and any unspent funds could be re-assigned to support other urban forestry efforts.

Review your project agreement (Special Conditions in Section B). Attach original, revised and final drafts of required documents for approval.

Select all that apply:

- ☐ I am attaching up-to-date project documents for review and approval as outlined in the special conditions of my grant agreement.
- ☐ I have already submitted the final versions of all project documents for approval as outlined in the special conditions of the grant agreement.
- ☐ I am attaching documents published with grant funds or news/ press coverage of project activities.

_____
Typed or printed name of Project Manager or Authorized Representative

_____
Date

For grant administration materials, program contact information and other resources, visit: www.dnr.wi.gov keyword: UF grant