

Application
Urban Forestry Equity through Capacity Building Grant Program

Name of the proposed project

Name of the organization applying for grant

Address and contact information for organization

Street address line 1 _____

Street address line 2 _____

City _____ State _____ Zip code _____

Website _____

Is this a municipality? YES NO 501(c)3 non-profit? YES NO

If municipality, which department(s) will lead? _____

Federal employer identification number (EIN) _____

Primary contact for grant

First name _____ Last name _____

Title/role with organization _____

Phone number (_____) _____ - _____

Email _____

Please provide a brief description of the project (50 words maximum).

Amount of funding requested _____

In addition to this cover page please include the following:

1. Project Goals and Description
2. Statement of Urban Forestry Goals
3. Statement of Capacity Building Goals
4. Statement of Equity and Environmental Justice Goals
5. Statement of Community Involvement and Communications Efforts
6. Timeline and Budget

Descriptions of each item are included in the following pages. For sections 1-5 please submit as a word document or PDF, for section 6 please enter responses into the fillable form.

Applications will be accepted and reviewed on a rolling basis starting January 1st, 2022 through March 15th, 2022. Please submit your completed project proposal by emailing and attaching a copy of your application to Danica Doroski at Danica.doroski@ct.gov.

Project Proposal Guidelines and Components:

1. Project Goals and Description (750 word limit)

Describe the project goals, methods, and final products as well as the organization, project team, and location/community setting for the project. **Be as specific as possible about final products to be generated and expected outcomes.** Outline the specific techniques/methodology to be employed and the materials that will be needed. Note if any special permissions will be needed to complete the proposed work. For non-profit applicants, this may include a letter of support from the local municipality. Indicate the specific qualifications of individuals on the team as they relate to the proposed project or indicate if a qualified professional will be contracted to perform or oversee the work.

Please include the following sections:

- a. Background and Project Goals
- b. Project Location/Methods/Materials
- c. Expected Outcomes

2. Statement of Alignment with Urban Forestry Goals (500 word limit)

Identify the urban forestry goals to be addressed by the project, the specific benefits of achieving these goals, and the general importance of the project to state-wide urban forestry.

3. Statement of Alignment with Equity and Environmental Justice Goals (500 word limit)

Identify ways in which the project or the community involved should be considered a priority in the context of equity and environmental justice (i.e. existing canopy cover, vulnerability to climate change, environmental health hazards) – [American Forest's Tree Equity Score](#) and the [EPA's EJ](#)

[Screen](#) are two useful tools for this information. Indicate the ways in which the proposed project will help to address these environmental justice issues. Identify how the project incorporates community engagement and illustrate support from the community. Indicate the long-term benefits of the project for promoting equity and environmental justice.

4. Statement of Alignment with Capacity Building Goals (500 word limit)

Indicate the ways in which the project builds institutional capacity within the applicant organization or community and the expected near- and long-term benefits of this increased capacity to the promotion of urban forestry goals in the project area and state as a whole. Please provide specific examples for the ways that the proposed project will help build capacity, especially within the organization applying for this grant.

5. Statement of Community Involvement and Communications (500 word limit)

Define the target audience/population that will benefit from this project and describe how they will benefit. Indicate if/how the local community and other stakeholders will be involved throughout the project. Describe any outreach and communications efforts that will be included in the project and indicate the audience(s) for those efforts. If possible, include letters of support from community members/leaders and other partner organizations.

6. Timeline and Budget

Schedule/Timeline

This form, at minimum, should include the key or milestone activities of the project.

What will be done?	Who will do it?	When will it be started and completed

Detailed Budget

Budget category	Item description	Amount requested (\$)	Match – either through other funding or in-kind services (\$)
Personnel			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Contractual			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Materials			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Communications (i.e., Signage and/or Publications)			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Administrative Costs			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Other Items			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
<i>(additional line if needed)</i>			
Total			

