



Urban and Community Forestry Planning Grant Program Frequently Asked Questions

1. Regarding the 50:50 Match. If the planning project is estimated to cost \$50,000, then should we request \$25,000 from the grant program and match the \$25,000 so we get to the \$50,000 total cost?

Yes, match can be financial or in-kind, what you're describing is financial match that matches dollar for dollar the amount requested.

2. Can grant funds be used to take dead trees down?

Tree removals are not eligible activities under the urban and community forestry planning grant program. Please see the [Urban Forest Resilience Grant Program](#) which does support tree removals and replacements.

3. Are we likely to be considered if we proposed a project for this grant [referring to work in a woodland that is not situated in an urban context]? In other words, is the URBAN aspect is required?

All communities in CT are eligible regardless of whether they are situated within an urban, suburban, or rural context. See scoring rubric below:

Project Goals and Description (40 pts)

- *Is the project clearly defined?*
- *Can the project be accomplished in the timeline proposed?*
- *Can the project be accomplished with the budget requested? Is the match clearly stated?*
- *Is the work force for this project clearly defined and adequate?*
- *Is the methodology appropriate?*
- *Are the individuals responsible for seeing the project through to completion clearly defined and are their roles outlined?*
- *Are the final products clearly stated and achievable?*
- *Is there clear justification for the final products to be generated?*

Future Management Goals (40pts)

- *Are the management goals clearly defined and does this project have the potential to achieve these goals effectively?*



- *If these goals are achieved, will that lead to both near-term and long-term improvements in the urban forest?*
- *Are potential future funding sources or strategies identified to help support future management?*
- *Does the applicant present a tangible vision for the future of their local urban forest?*

Community Impact and Involvement (20 pts)

- *Is investment from leadership within the community or organization demonstrated including relevant letters of support?*

4. Are 3 bids are required for the planning grant application?

No, 3 bids are not required for the application. If awarded, you will need to follow your local procurement guidelines as well as any guidelines outlined in standard terms and conditions of the contract agreement, you can review these in [Appendix II of the Request for Proposals](#).

5. I'm reaching out to clarify how applications should be submitted - I noticed that the RFP mentions that applicants must have a Sam.gov account, but the contact information shows your information and a mailing address. Are applications to be mailed?

The grant application can be filled out and submitted [online](#), if you need special accommodations contact DEEP.UCF.Grants@ct.gov. If awarded, you will need to have a [SAM.gov Unique Entity ID](#) (formerly DUNS Number).