The Urban and Community Forestry Program Support Menu
Introduction

The Urban and Community Forestry (UCF) Program at Department of Energy and Environmental Protection works with municipalities, non-profits, community groups, and residents (collectively, "land managers") to help them grow and steward their urban and community forests. One way that the UCF program does this is by advising and supporting land managers as they plan for and implement action in their urban forests. Direct advice and support like this is often called "technical assistance". Since urban forestry technical assistance can be very broad and cover a variety of topics, the UCF program has put together this brief "menu" of technical assistance offerings to help land managers understand the types of assistance available through DEEP's UCF Program.

This resource is organized into *broad categories* of technical assistance offered through the UCF program, intended to outline pathways to accessing each kind of assistance. Urban and Community forests touch many parts of people's lives, so there are dozens of topics that could fall under any given category of technical assistance. Use the "quick start" guide below to identify what category of technical assistance is right for you.

Urban Forestry Action; you want to...	Technical Assistance Categories
Plant trees.	See *Advice & References*, *Site Visits*, and *Workshops*.
Improve care of existing trees.	See *Advice & References*, *Site Visits*, and *Workshops*. Municipal managers may also be interested in *Tree Ordinance Support*.
Integrate tree inventories [link] or other data into urban forest management.	See *Technology Demonstrations* and *Advice & References*.
Be recognized for your urban forestry accomplishments!	See Accreditation Support.
Form a tree-focused group.	See *Stakeholder Group Development*.
Share urban forestry information with your community.	See *Presentations & Tabling*.
Ask questions about urban forestry and DEEP's Urban and Community Forestry program.	See *Advice & References* and *Meeting Attendance*.
Develop a tree care and protection ordinance.	See *Tree Ordinance Support*.
Develop an urban forestry program in your community	See *Site Visits*, *Stakeholder Group Development* & *Tree Ordinance Support*.
Learn about urban forests as nature-based solutions & green infrastructure	See *Presentations & Tabling*, *Advice & References* & *Site Visits* (For information applied to a specific site or intended project).
Fund your urban forest project.	See *Grant-Related Project Support*.

The UCF program recognizes that communities may have more diverse needs than are captured in this "quick start" list. If you have a technical assistance need that isn't appropriately reflected in the document that follows, please submit a technical assistance request under the "other" category so that we can have a conversation about what forestry looks like in your community, and how the UCF program can support healthy and robust forests for all. This is a living document and a developing program; we appreciate your feedback!

Categories of Technical Assistance

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Tree Ordinance Support

What it is: A member of the UCF team can help your community explore if an ordinance would be a useful tool to meet your management objectives. If you have already begun the process of developing an ordinance, the UCF team can provide feedback on your draft based on their experience with ordinances in the state and across the region. Feedback is focused on best practices related to tree protection, community engagement, and adherence to state requirements like having an appointed tree warden. It is best to involve the UCF team early in the process of developing an ordinance. The UCF team may be involved at multiple touchpoints.

What it isn't: The UCF team can't write an ordinance for you. Their review of an ordinance is not a legal review; they are urban foresters, not legal counsel. The UCF program cannot officially endorse or advocate for the adoption of any specific local legislation, as this oversteps the role of the statewide program.

How to Request Support: If you are on a board or committee interested in exploring the possibilities of an ordinance, responsible for making changes to your committee's tree ordinance, or tasked with writing a new ordinance, complete the Technical Assistance Request Form. Be prepared to supply some general context around your community's interests, goals, and point in the drafting process, your draft (if relevant), and your main areas of interest for feedback.

If you are an individual or group interested in ordinances more broadly see the Tree Care Ordinance Assistant from Arbor Day Foundation, or the 21st Century Ordinance Builder from Morton Arboretum.

Meeting Attendance

What it is:	You may invite a member of the UCF team to join your meeting to give an overview of the UCF program, provide input on agenda items, or simply listen in. The UCF team is particularly interested in meeting municipal commissions that work with trees and learning more about their local challenges and successes but is more than happy to join community groups of all kinds that are interested in developing urban forestry capacity.
What it isn't:	The UCF team cannot commit to regularly joining recurring meetings (i.e. each occurrence of an established monthly tree commission meeting), with some possible exceptions for new & developing initiatives (see Stakeholder Group Development)
How to Request Support:	Complete the Technical Assistance Request Form. Be prepared to provide a brief description of your group and interest in having UCF join.

Presentations or Tabling

What it is:	A member of the UCF team gives a presentation at your event or has a table of informational material about urban forestry (and forestry more broadly) in the state of Connecticut. The UCF program will work with you to ensure suitability of the presentation or tabling display for your audience.
What it isn't:	The UCF team only provides the presentation, and if necessary, can bring some basic educational/tabling materials. Venue, and any additional components (like refreshments), are the responsibility of the group requesting. Another caveat is that while this service is completely free, availability may be limited due to high demand during some parts of the year.
How to Request Support:	Submit a request for an educational presentation or tabling through the Forestry Division Education and Outreach Request Form. Your request will be matched to the appropriate UCF team member.

Site Visits

What it is:	A member of the UCF team works with you to visit a site in your community. This site is a location that you would like to gain an urban forester's perspective on, perhaps because you would like to implement a project or make changes to your management practices. They will ask you questions about the site, and your goals beforehand, and will spend about two hours on site with you. About three to five weeks after your site visit, you will receive a detailed site visit report detailing the goals you'd outlined, site conditions and context, and recommended next steps for your specific scenario. In addition to the main body of the report, you will receive a comprehensive set of resources (appendices) hand-selected to support work towards your identified goals.
What it isn't:	The site visit report that you receive is not a replacement for documents like a forest management plan from a certified forester or any other planning documents. It is intended as a broad overview and first step to connect you with many resources and concepts that you may not yet be familiar with. On the visit UCF may recommend that you follow-up with a forester or arborist but will not make specific arboricultural recommendations. UCF does not provide site visits for residences or private property; sites must be publicly accessible (e.g. parks, ROW) or otherwise community oriented. Private forest owners should consult Technical Assistance and Service Forestry Support for CT Landowners for support with their forests.
How to Request Support:	Complete the Technical Assistance Request Form. A member of the UCF team will reach out to you to discuss your site and goals before arranging a date to conduct the visit.

Advice & References

What it is:	Some inquiries are high level enough or brief enough that the UCF team can help without something as intensive as a site visit. If you have an urban forestry question and would like help finding a resource or confirming some information, a UCF team member can oftentimes meet with you over a video call or even an email if that is more convenient. These conversations sometimes lead to more involved technical assistance (like site visits) when the situation demands it.
What it isn't:	NA – The UCF program is always happy to give advice or direct you in the right direction- but also consider joining for *Tree Talk*, a monthly drop-in session for any member of the public to ask questions and chat about urban forestry! Consider joining us on the second Thursday of each month at 1 PM. You can register for a reminder email here!
How to Request Support:	Complete the Technical Assistance Request Form.

Technology demonstration

What it is:	Join a UCF team member in a virtual meeting to learn more about tree inventories or other geospatial information (GIS) available to understand and manage the trees in your community, and get some advice to help improve your planning and community outreach strategies using public data sources. Depending on your specific needs and conversation during the meeting, you may receive a brief follow-up report with additional resources.
What it isn't:	We are not primary data collectors or analysts; this is not a service which collects new geospatial data, or which provides full reports or complex analysis of existing data products.
How to Request Support:	Complete the Technical Assistance Request Form.

Grant-Related Project Support

What it is:	The UCF program offers financial assistance through grant programs; the availability of funding and eligible project types vary year to year – you can always find current information on available grants here: Urban Forestry Grant Opportunities. Prospective applicants are encouraged to contact the UCF team while designing a project and preparing their application to ensure that the project aligns with the goals and requirements of the program, and to ensure that best management practices are incorporated into project design. Additional support may be available through group office hours, individual meetings, and even site visits. After a project is awarded a grant, the new grantee can continue to receive individualized support from DEEP UCF. At every stage, from understanding a request for proposals to writing a final report, managers can expect support from the UCF team.
What it isn't:	The UCF team can not provide grant-writing or proof-reading services.
How to Request Support:	Specific resources for each grant round (e.g. webinar and office hour schedules) are posted online when the grant is announced. You can contact DEEP.UCF.Grants@ct.gov for any UCF grant program questions; attending the webinar, and office hours (or alternatively, emailing with questions about your project) are the best ways to begin seeking project support.

Workshops (Hands on tree planting and pruning)

What it is:	DEEP UCF can facilitate a public workshop demonstrating best practices in tree planting and care, including aspects like tree selection, "right tree, right place", structural pruning, watering, soil amendments, etc.
What it isn't:	This is not intended as a replacement for a dedicated tree planting or maintenance program/ plan. DEEP UCF cannot supply planting materials or supplies. If you hope to request this assistance, you will need to supply trees and necessary tools and PPE for participants.
How to Request Support:	If you would like to organize and host a workshop, complete the Technical Assistance Request Form to invite the UCF team to participate and provide guidance.

Stakeholder Group Development

What it is:	The UCF team is available to help strategically advance and support the creation of a stakeholder group to achieve specific goals which would increase local urban forestry capacity (i.e. formation of a municipal level tree commission, a community advisory board, a neighborhood planting corps, and similar initiatives).
What it isn't:	The UCF team cannot create or be a decision-making force for stakeholder groups; these groups should be based in broader community interests and needs. This form of technical assistance is best suited for those who have already identified at least one partner with a shared goal for their communities.
How to Request Support:	Complete the Technical Assistance Request Form. Be prepared to give an introduction of yourself, potential partners that you have identified, and your shared urban forestry goals.

Accreditation Support

What it is:	A member of the DEEP UCF team meets with you to discuss the requirements of and pathways to becoming a recognized Tree City or Tree Campus through the Arbor Day Foundation, or to receive points from Goal 3.9 through Sustainable CT.
What it isn't:	The UCF team cannot complete or submit the requirements for either program for you. While DEEP UCF reviews applications for Goal 3.9 and Tree City/Campus and can provide support in obtaining the credentials for these certifications, these programs are run through Sustainable CT and Arbor Day Foundation respectively. Any issues accessing or navigating the online portals for these programs should be directed to the respective organization, not DEEP UCF.
How to Request Support:	Complete the Technical Assistance Request Form. Be prepared to elaborate on the program you are interested in, and some context about the urban forestry program or activities you are hoping to accredit.