

A RESOLUTION AUTHORIZING THE MAYOR TO APPLY FOR A 2023 URBAN CANOPY RESTORATION GRANT THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES AND THE USDA FOREST SERVICE, AND DECLARING AN EMERGENCY

WHEREAS, Ohio communities have faced a significant decrease in urban tree canopy from invasive insects and disease, extreme weather events, and development pressures; and

WHEREAS, the grant funds supplied by the USDA Forest Service are intended to address the critical need to restore and improve urban forests, reduce stormwater runoff, and reduce the impact of climate change, while building resiliency through tree planting in urban communities where trees are critical to human health; and

WHEREAS, the Village of Richfield, a Tree City for 27 years, recognizes the contribution that trees make to quality of life for Village residents and desires to further enhance the Village's tree canopy by planting additional trees on public lands owned or controlled by the Village of Richfield by authorizing the Mayor to apply for the Urban Canopy Restoration Grant; and

WHEREAS, the Village's Tree and Landscape Commission met on September 26, 2022 and recommended that Council authorize the Mayor to apply for the Urban Canopy Restoration Grant.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Richfield, County of Summit, State of Ohio that:

SECTION 1. The Mayor is hereby authorized on behalf of the Village of Richfield to prepare and execute an application for a 2023 Urban Canopy Restoration Grant through the Ohio Department of Natural Resources and the USDA Forest Service, a copy of which is attached hereto and expressly incorporated herein as Exhibit A, to provide funding for the purchasing, planting, and protection of trees. If successful in obtaining a grant, the Mayor is authorized to execute whatever documents are necessary to receive the grant funds.

SECTION 2. The Council hereby appropriates sufficient funds to implement the provisions contained in Section 1 hereof and the Director of Finance is hereby authorized to transfer the funds necessary to complete this expenditure from the available funds of the Village. The Director of Finance be and is hereby further authorized to issue the fiscal officer's certificate necessary to make the expenditures as described in Section 1 hereof.

SECTION 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that

resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare and for the further reason that immediate passage is necessary to meet the grant application deadline of October 14, 2022; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 10-4-22



President of Council

ATTEST:


Clerk of Council



Mayor

Dated: 10/4/2022

URBAN CANOPY RESTORATION GRANT PROGRAM

Federal Grant ID: 21-DG-11094200-135 | 22-DG-11094200-096

SUBMISSION INSTRUCTIONS AND TIMELINE

Only cities, villages, and townships are eligible to submit proposals for consideration under this competition. Funds supplied by the USDA Forest Service are intended to address the critical need to restore and improve urban forests, reduce stormwater runoff, and reduce the impact of climate change, while building resiliency through tree planting in urban communities where trees are critical to human health. **PLEASE SUBMIT APPLICATIONS TO tyler.stevenson@dnr.ohio.gov NO LATER THAN OCTOBER 14, 2022.** Supporting documents may be included with the application form. Applicants will be notified of funding status by October 27, 2022. Projects must be completed by December 31, 2023.

GRANT PROGRAM GOALS

- To contract with local governments for the purchase and planting of trees on land owned or controlled by local governments.
- To restore community tree canopy with large-stature trees and promote species diversity.
- To reduce stormwater runoff, maximize filtration of overland flow, and improve watershed health.
- To enhance the quality of life in participating cities, villages, and townships.
- To promote urban forestry benefits through the proper planting and care of trees.
- To strengthen and support existing comprehensive community tree care programs.
- To ensure that urban forests provide communities with clean air and water, increased property values, wildlife habitat, and reduced erosion, stormwater runoff, and energy demands.
- To promote Ohio's nursery, arboriculture, and landscape industries through tree purchase and installation contracts.

GENERAL INFORMATION

- Only Ohio cities, villages, and townships are eligible to submit proposals for tree planting on non-federal, public lands.
- **Applications MUST include:**
 - A signed statement from a designated community official (Mayor, Manager, Administrator, Service Director, etc.) certifying responsibility for the maintenance of the plantings.
 - A letter of support from the local tree board/commission. In the absence of a tree commission, a support letter from the full-time urban forester may substitute.
 - An authorizing resolution by council.
 - The community's Unique Entity ID (UEI). Must have *active* registration status in [SAM.gov](https://sam.gov)
 - The community's State of Ohio Supplier ID Number
 - Completed application form
- Grant requests may range from \$2,500 to \$25,000 and **MUST** be matched equally, dollar for dollar.
- Federal grant monies awarded under this program will be paid only upon evidence of project completion and approval of eligible expenses and required 1:1 non-federal match.
- All projects must conform to the USDA Forest Service Eastern Region Tree Planting Guidelines.
- All trees must be selected, planted, and maintained according to the ONLA & Division of Forestry Tree Planting Specifications, American National Standards Institute (ANSI) Z60.1 and A300 Standards, and the ISA Best Management Practices.
- Subcontracted firms must have appropriate insurance and Workers Compensation.
- Application approval will be based on evaluation criteria and previous grant performance.
- ODNR reserves the right to suggest modifications to the scope of work and reduce grant awards as necessary.

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EVALUATION CRITERIA

Provide a scope of work in the space provided that describes the project objective, planting locations, and tree quantity, caliper, and species. Detail the standards you will use for site selection, site prep, and nursery stock selection, planting, and care. Specify the personnel, their qualifications and experience, and who will be responsible for supervising the project. Your application will be evaluated on how well it addresses the following:

1. How the proposed project aligns with a local or regional plan (urban forest management, climate action, watershed, green infrastructure, tree equity, etc.).
2. A legally responsible department and citizen commission charged with the development and administration of a comprehensive community tree care program.
3. A community tree care ordinance which, at a minimum, describes public policies for the establishment, maintenance, protection, and/or removal of public trees.
4. How is the tree commission/board involved with this project?
5. An ongoing urban forestry program funded by a minimum of \$2.00 per capita.
6. How will the project trees be maintained during the establishment period?
7. How is the project designed to improve the species diversity of your urban forest resource?
8. How are the selected species appropriate for the site?
9. How are public utilities appropriately considered?
10. If the site needs to be modified to ensure a successful planting, how will this be accomplished?
11. How do the selected planting sites provide maximum public access and impact?
12. How will project trees be replaced if they die outside the guarantee period?

PROPOSAL RATING

Your proposal will be evaluated and ranked by the Urban Forestry Assistance Program. The criteria listed below will be used to rate each project. A multiplier assigned to each criterion will be used to determine a project's final score; the highest possible score is 230.

Criteria: (Rated from 0 - 5)	Multiplier	Highest Possible Score
1. Planning Priority	5	25
2. Legal Authority	5	25
3. Tree Ordinance	5	25
4. Tree Commission	5	25
5. Program Funding	4	20
6. Establishment Maintenance	4	20
7. Species Diversification	4	20
8. Species Selection	4	20
9. Utility Considerations	3	15
10. Site Modifications	3	15
11. Public Access/Impact	2	10
12. Replacement Budget	2	10
	TOTAL	230

If you have questions regarding the types of planting projects or components that may be considered, please contact your Regional Urban Forester or Tyler Stevenson at tyler.stevenson@dnr.ohio.gov.



APPLICATION DEADLINE
OCTOBER 14, 2022

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ALLOWABLE COSTS

In general, funds may be spent on purchasing, planting, and protecting trees during establishment. Associated administrative costs are eligible. Construction costs (installing permanent structures) are not allowable, but some costs, such as protective fencing and watering systems for new trees, may be approved if proven necessary to ensure the survival of the planted trees.

ELIGIBLE MATCHING COSTS

All grant funds **MUST** be matched at least equally, **dollar for dollar**. Match may include in-house services, additional tree purchases, contract installation, acceptable administrative costs, and volunteer assistance directly related to the proposed tree planting. While other Federal dollars or technical support may contribute to the project, they may not be used to match the Urban and Community Federal grant program dollars. The match must be met by eligible and allowable costs and is subject to match provisions in grant regulations (Code of Federal Regulations Title 2 Part 200.306 and Subpart E for Cost Principles). Match must meet all the same requirements as the Federal share and be documented sufficiently to support financial tracking and accountability. See the USFS Matching Funds document for more guidance. Future maintenance beyond the establishment period and any project costs incurred prior to the formal approval of this proposal are **ineligible** for matching purposes.

PAYMENT

Payment shall be made only to the contracted community for invoices paid by the city/village/township. Communities can expect payment within 45 days after the Ohio Department of Natural Resources' receipt of completed reimbursement forms containing valid invoice(s) and/or canceled check(s). Only one reimbursement payment will be made to the contracted community upon completion of all phases of the project and successful inspection by an Ohio Division of Forestry Regional Urban Forester. Only costs associated with the planting of trees along public rights-of-way or on other public lands are eligible for reimbursement.

AWARD AND EXECUTION OF CONTRACT

The highest rated community proposals, based on stated criteria and minimum requirements, will be recommended for funding with available monies. Following approval from the Director of the Ohio Department of Natural Resources, applicants will be notified of their status by October 27, 2022.

An agreement shall be signed by the successful grant recipient and returned promptly to the Ohio Department of Natural Resources, Division of Forestry for final execution. Receipt of a fully executed agreement will serve as official notification for the community to begin their project. *Do not start the approved project or incur any match costs prior to receiving a fully executed agreement.*

Awarded communities will be required to attend **one of four** virtual kick-off meetings offered on:

November 3 @ 9AM or 1PM

OR

November 9 @ 9AM or 1PM

URBAN CANOPY RESTORATION GRANT PROGRAM

APPLICATION FORM

Grant Applicant: _____

Unique Entity ID# _____ State of Ohio Supplier ID# _____

Project Lead: Provide the contact information of the grant administrator for the project.

Name: _____ Address: _____

Email: _____

Phone: _____

Funding Requested: \$ _____ County: _____

Budget: Complete the budget table and provide a budget explanation that outlines the proposal request and includes the specifics of the cost share match.

Budget Items	Funding Request (\$)	Match Amount (\$)	Budget Detail/ Source of Match
Personnel			
Fringe			
Equipment			
Supplies			
Contractual Services			
Administrative			
Volunteer			
Other			
TOTAL	\$ 0.00	\$ 0.00	

Budget Explanation: Provide additional information that will help clarify your budget request. For example, partner contributions or details on expected expenditures.

URBAN CANOPY RESTORATION GRANT PROGRAM

APPLICATION FORM

Scope of Work: Provide a detailed narrative that addresses each of the evaluation criteria.

[Empty box for providing a detailed narrative]

**URBAN CANOPY RESTORATION GRANT PROGRAM
APPLICATION FORM**

Scope of Work continued:

Checklist for a completed application:

- | | |
|--|---|
| <input type="checkbox"/> Letter of support from tree commission | <input type="checkbox"/> <u>Unique Entity ID (UEI)</u> with <i>active</i> registration status in <u>SAM.gov</u> |
| <input type="checkbox"/> Authorizing council resolution | <input type="checkbox"/> Signed statement certifying responsibility for maintenance |
| <input type="checkbox"/> State of Ohio <u>Supplier ID Number</u> | |

IF ANY OF THESE ITEMS ARE MISSING YOUR APPLICATION WILL BE EXCLUDED FROM CONSIDERATION.



APPLICATION DEADLINE
OCTOBER 14, 2022