

FIRST READING: 11.8.21
SECOND READING: 11.22.21
THIRD READING: 12.13.21

RESOLUTION NO. 87-21

BY: JOHN B. SHEPHERD

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR AND HER DESIGNEE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO DEPARTMENT OF NATURAL RESOURCES URBAN CANOPY RESTORATION GRANT PROGRAM FOR TREE LAWN TREE PLANTING TO IMPROVE THE CITY'S TREE CANOPY

WHEREAS: the Ohio Department of Natural Resources (ODNR) Division of Forestry Urban Canopy Restoration Grant Program addresses the critical need to restore and improve urban forests, and build resiliency through tree planting in urban communities where trees are critical to human health; and

WHEREAS: the City of Rocky River desires financial assistance under this program to improve the City's tree canopy, and will prepare the grant application for submission.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ROCKY RIVER, COUNTY OF CUYAHOGA AND STATE OF OHIO:

SECTION 1. That the Mayor is hereby authorized to apply to the ODNR for funds as described above.

SECTION 2. The Mayor is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. That this Resolution is hereby declared to be an emergency measure, necessary for the immediate preservation of public peace, health and safety, and provided it receives the affirmative vote of two-thirds (2/3) of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: December 13th, 2021

PRESENTED

TO MAYOR: December 13th, 2021

APPROVED: December 13th, 2021

ATTEST:

Susan G. Pease
SUSAN G. PEASE
Clerk of Council

Pamela E. Bobst
PAMELA E. BOBST
Mayor

I, the undersigned clerk of council of the city of Rocky River, State of Ohio, do hereby certify that publication of the foregoing ordinance was duly made by posting a true copy thereof in the lobby of the Rocky River City Hall, in accordance with the charter of Rocky River, commencing on the 13th day of December, 20 21.

Susan G. Pease
Clerk of Council of the City of Rocky River, Ohio



URBAN CANOPY RESTORATION GRANT PROGRAM

REQUEST FOR PROPOSALS

Federal Grant ID: 21-DG-11094200-135

INTRODUCTION

Ohio communities have faced a significant decrease in urban tree canopy from invasive insects and disease, extreme weather events, and development pressures. At the height of Ohio's Emerald Ash Borer (EAB) infestation, Ohio lost over 10,000 acres of urban tree canopy each year, totaling an estimated \$9.3 million net loss in benefits per year. This decline has been offset by federal, state, and local efforts to increase canopy, but much remains to equally restore Ohio's urban tree canopy to pre-EAB levels.

Funds supplied by the USDA Forest Service Urban & Community Forestry Program for this grant program are intended to address the critical need to restore and improve urban forests due to catastrophic losses from EAB and to reduce the impact of climate change, while building resiliency through tree planting in urban communities where trees are critical to human health.

SUBMISSION INSTRUCTIONS AND TIMELINE

SUBMIT APPLICATIONS TO tyler.stevenson@dnr.ohio.gov NO LATER THAN OCTOBER 29, 2021.

Additional information such as maps, specifications, and supporting documents may be included with the application form (combined single pdf is preferred). The Ohio Department of Natural Resources will review proposals and award projects by November 19, 2021. Projects must be completed by December 31, 2022.

GENERAL INFORMATION

- Ohio cities, villages, townships, and non-profit organizations are eligible to submit proposals for tree planting on non-federal, public lands only.
- Grant funding requests may be in the range from \$2,500 to \$25,000.
- This is a 50/50 match grant program based on reimbursable costs.
- 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.
- Applications **must** include:
 - An authorizing resolution by council
 - A letter of support from the tree board/commission and Mayor/manager
 - The organization's DUNS Number and State of Ohio Supplier ID Number
- Non-profit organization applications must also include:
 - A copy of the IRS letter of determination indicating non-profit status.
 - Documented permission from the land-owning authority (e.g., city, village, township) where the project will be performed.
- 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.

APPLICATION DEADLINE: OCTOBER 29, 2021

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EVALUATION CRITERIA (100 Points)

1. **Planning Priority (20 Points):** Describe how the proposed tree planting will bring a community or neighborhood to a desired future condition, achieve a goal or objective, or align with a strategy as described in a respective local or regional Urban Forest Management/Master Plan, Master Planting Design, or climate action, environmental justice, social equity, or green infrastructure plan.
2. **Scope of Work (30 Points):** Provide a scope of work using the following criteria:
 - a. Clearly state the project objective.
 - b. Describe planting locations and attach vicinity maps with site locations. Preference given to tree plantings located in one or more of the following:
 - i. Areas prioritized by i-Tree Landscape or equivalent UTC assessment to address relevant issues (e.g., human health, stormwater, tree canopy, air/water quality)
 - ii. Areas prioritized to address environmental justice. Resources and Tools
 - iii. Low tree equity areas as defined by the Tree Equity Score
 - iv. Areas prioritized to address climate adaptation. Resources and Tools
 - v. Sites suitable for the proposed species according an Urban Site Index assessment
 - vi. Sites suitable for trees with larger canopy size at maturity.
 - c. Tree quantity, caliper, stock type and quality:
 - i. Provide number of trees proposed by caliper (in) or height (ft) and stock type (Maximum size allowed: 2 ½" caliper for deciduous and 7' height for conifer)
 - ii. Provide specifications for quality nursery stock (Ex. & guidance: Urban, Gilman)
 - d. Describe plan for urban forest diversification. Preference given to plantings:
 - i. Guided by a Master Planting Design (Attach copy) and/or
 - ii. Adhering to the 10-20-30 diversity rule or equivalent
 - e. Tree Establishment & Maintenance:
 - i. Provide planting specifications that meet ANSI A300 Part 6 (Examples & guidance: ONLA/DOF, USFS, Urban Tree Foundation, ISA)
 - ii. Provide soil management specifications (if necessary) that meet ANSI A300 Part 2 (Examples & guidance: Virginia Tech, Urban Tree Foundation, Urban Forester, ISA)
 - iii. Provide specifications and/or a tree maintenance plan that addresses watering, mulching, removal of guy wires/stakes (if used), pruning, and protection.
 - f. Monitoring and Inspection:
 - i. Describe plan for project lead or qualified designee to inspect every tree planted to ensure that tree selection, planting, maintenance methods, and planting locations are correct.
 - ii. Accommodate a preliminary meeting, periodic inspections, and a post-audit by the Ohio Division of Forestry.
 - iii. Include timeline for project completion and final inspection.

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EVALUATION CRITERIA (continued)

3. **Qualified Personnel (15 Points):** Specify the personnel that will work on this tree planting, including the person responsible for supervising the project. Provide the following if applicable:
 - a. Degree in Urban Forestry or closely related field of study
 - b. Training: Tree Commission Academy, Tree Survival School, tree stewards training, planting workshops (e.g., Tree Planting Refresher), pruning workshops (e.g., Young Tree Training), Urban Forestry Conferences, etc.
 - c. Certifications (e.g., ISA Certified Arborist)
 - d. Urban Forestry experience (years)
4. **Urban Forestry Program Information (30 Points):** Provide the following program information:
 - a. Legal authority: Legally responsible department or citizen commission charged with the development and administration of a comprehensive community tree care program
 - b. Funding: Minimum of \$2.00 per capita (potential grant monies not included). Include expenditures for tree removal, administration expenses, volunteer labor, and other activities involved in managing a community's forest resource
 - c. Community tree care ordinance: At minimum describes policies for public tree establishment, conservation, maintenance, protection, and removal
 - d. Current and actively utilized Urban Forest Management Plan developed from professionally based resource assessments/inventories
 - e. Advocacy/Advisory Organization: Active tree commission or non-profit organization established to support local urban forestry activities
 - f. Routine maintenance: watering, young tree training, mulching, risk assessment & mitigation, pruning, planting
 - g. Grant history: Provide example of successful completion of Division of Forestry grant in the past
5. **Budget (5 Points):** Complete the budget table and provide a budget explanation that outlines the proposal request and includes the specifics of the cost share match.

Example: If the community tree planting project will cost \$10,000, then the grant request and match may appear as follows:

\$10,000 Project
\$5,000 Grant request to purchase trees
\$5,000 City/Village/Township match with planting trees

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.

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ALLOWABLE COSTS

In general, funds may be spent on purchasing, planting, maintaining, and protecting trees during establishment. Associated administrative and outreach costs are also 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, 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 or organization for invoices paid by the community or organization. Communities and organizations 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.

Two agreements (contracts) 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 contract 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.*

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