

M.L. 2015, Chp. 76, Sec. 2, Subd. 8h Project Abstract
 For the Period Ending June 30, 2019

PROJECT TITLE: Improving Community Forests Through Citizen Engagement

PROJECT MANAGER: Valerie McClannahan

AFFILIATION: Minnesota Department of Natural Resources, Division of Forestry

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FUNDING SOURCE: Environment and Natural Resources Trust Fund

LEGAL CITATION: M.L. 2015, Chp. 76, Sec. 2, Subd. 8h; M.L. 2017, Chapter 96, Section 2, Subdivision 18

APPROPRIATION AMOUNT: \$800,000

AMOUNT SPENT: \$784,770

AMOUNT REMAINING: \$15,230

Sound bite of Project Outcomes and Results

Twenty communities utilized funds to plant trees and purchase tools for volunteers to maintain planted trees. Communities implemented citizen engagement plans by hosting volunteer planting events, utilizing citizens for small tree pruning, monitoring the health of community trees, and conducting community tree inventory hours garnering a total of 10,518 volunteer.

Overall Project Outcome and Results

Many communities are not prepared to adequately address declining canopy in Minnesota’s community forests. Without action, community forests in Minnesota will continue to decline, impacting air, water, public health, and the natural environment. This project is a model to protect and improve Minnesota’s community forests.

Environment and Natural Resources Trust Funds assisted 20 (Ada, Aitkin, Arlington, Austin, Duluth, Ely, Fridley, Grand Marais, Hermantown, Hill City, Hutchinson, Mankato, Maple Grove, Marshall, North Saint Paul, Rochester, Saint James, Saint Paul, Shakopee, Winona) communities through engaging citizens in their community forest. Communities expended a total \$437,035.98 in grant funds provided by Environment and Natural Resources Trust Fund, Minnesota Department of Natural Resources, and the United States Forest Service’s Great Lakes Restoration Initiative. Communities utilized funds to purchase tools for volunteers to engage with their community forest, such as pruning shears for small tree pruning and binoculars to monitor for emerald ash borer. Communities also used funds to reforest areas of their communities planting 5,631 trees. These trees, maintained by volunteers for the next five years will intercept 1,328,922 gallons of stormwater and reduce 580,016 pounds of carbon dioxide from the atmosphere. Communities worked with partners to implement citizen engagement plans by hosting volunteer planting events, utilizing citizens for small tree pruning, monitoring the health of community trees, and conducting community tree inventory garnering a total of 10,518 volunteer hours.

People	
Attendees at community forestry education and training events	517
Volunteers at planting events	2,324
Volunteers at pruning events	263
Volunteers engaged in tree watering	782

Volunteer Maintained Trees	
Trees Planted, Watered, and Mulched	5,082

Trees Pruned	1,344
Trees Monitored for Health	2,886
Trees Inventoried	25,459

Hours	
Volunteer hours planting, mulching, and watering	8,110.5
Volunteer hours pruning	904
Volunteer hours tree health monitoring	596.25
Volunteer hours conducting tree inventory	907.25
Total volunteer hours	10,518.00

Project Results Use and Dissemination

Volunteer engagement training manuals (Appendix B, Appendix C), developed by the University of Minnesota, are tailored to meet the unique community forestry needs of individual communities. These training manuals will continue to be utilized as we expand our community forestry volunteer engagement.

Communities and partners utilized social media, community flyering, a television segment, presenting to community volunteer organizations, and newspaper articles to garner volunteer support and promote community accomplishments. Communities have been provided individual accomplishment and impact reports (Appendix A) to share with their citizens and their community leaders. Project impacts are in the process of being incorporated as accomplishments into the Minnesota Forest Action Plan.

In addition to conducting outreach to garner citizen volunteers and promote project impacts, communities have utilized outreach to provide education about community forests to encourage the care of trees.



Environment and Natural Resources Trust Fund (ENRTF) M.L. 2015 Work Plan Final Report

Date of Report: 1/1/2019

FINAL REPORT

Date of Work Plan Approval: 6/25/2015

Project Completion Date: 6/30/2019

PROJECT TITLE: Improving Community Forests Through Citizen Engagement

Project Manager: Valerie McClannahan

Organization: Minnesota Department of Natural Resources, Division of Forestry

Mailing Address: 500 Lafayette Road North

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Location: Statewide

Total ENRTF Project Budget:

ENRTF Appropriation: \$800,000

Amount Spent: \$784,770

Balance: \$15,230

Legal Citation: M.L. 2015, Chp. 76, Sec. 2, Subd. 8h
M.L. 2017, Chapter 96, Section 2, Subdivision 18

Appropriation Language:

\$800,000 the first year is from the trust fund to the Minnesota Department of Natural Resources (DNR) to design and pilot a program to mobilize citizen volunteers to protect, improve, and maintain local forests in communities around the state. Participation is open to any municipality in the state and participating municipalities will be selected through a competitive proposal process that will include representation from both metropolitan and non-metropolitan areas of the state. Trees planted using this appropriation must be species that are native to Minnesota. Any participating municipality must provide a match of not less than 25 percent, up to half of which may be in the form of in-kind support. This appropriation is available until June 30, 2018, by which time the project must be completed and final products delivered.

Carryforward (b) The availability of the appropriations for the following projects are extended to June 30, 2019:
(3) Laws 2015, chapter 76, section 2, subdivision 8, paragraph (h), Improving Community Forests Through Citizen Engagement.

I. PROJECT TITLE: Improving Community Forests Through Citizen Engagement

II. PROJECT STATEMENT:

This project is designed to be a model program for how Minnesota's cities and towns can mobilize citizen volunteers to conduct urban and community forestry activities that would otherwise go undone due to lack of strategic, financial, and/or manpower resources.

Community forests are in decline. Many cities and towns are not prepared to adequately address this crisis. Without decisive action, community forests in Minnesota will continue to decline, impacting air, water, public health, and the natural environment now and into the future. The goal is to protect and improve Minnesota's community forests.

The DNR will conduct this project in collaboration with its partners: MPCA, MDH, Minnesota Nursery and Landscape Association, Hands on Twin Cities, University of Minnesota Department of Forestry Resources, Tree Trust, and Conservation Corps of MN/IA. DNR, together with its project partners, will create a grant program supplying approximately \$400,000 to an estimated 8 to 12 Minnesota cities and towns to support urban and community forestry.

Grant funds will be used in concert with technical assistance provided by project partners to conduct activities to strengthen urban forestry, such as planting new trees, creating and maintaining gravel tree beds, watering new trees, recruiting and training citizen volunteers, developing a citywide urban forestry plan, updating tree inventories, pruning trees, and conducting early detection of pests and disease presence in priority areas. This program will begin on or about July 1, 2015 and conclude on or about June 30, 2018.

The \$400,000 of grant funds will be made available to all political subdivisions of Minnesota as well as non-governmental organizations. Interested jurisdictions will be invited to respond to a request for proposals (RFP) and we expect to select approximately 8 to 12 cities and towns of various sizes and geographic locations across the state to participate.

ENRTF funds will be used toward:

1. Grant program to support urban and community forests in cities and towns
2. Technical assistance to develop grant work plans and carry out the proposed urban and community forestry activities
3. Quantifying impact of activities by projecting environmental, public health and economic benefits

These are further outlined and discussed in Activities 1, 2 and 3 below.

III. OVERALL PROJECT STATUS UPDATES:

Project Status as of January 1, 2016: The DNR, in collaboration with its partners, the MN Pollution Control Agency, MN Department of Health, Minnesota Nursery and Landscape Association, Hands on Twin Cities, University of Minnesota Department of Forestry Resources, Tree Trust, and Conservation Corps of MN/IA, created a grant program designed to supply \$400,000 to an estimated 8 to 12 Minnesota cities and towns to support urban and community forestry.

Development of the Request for Proposal is detailed under activity 1, but included crafting an accessible application form and list of "Trees Native to Minnesota and the Upper Midwest." See <http://www.dnr.state.mn.us/cfgrant/index.html>. All project partners participated in final editing of these documents. Of the 4 contracted partners, the University of Minnesota's contract was executed in August and the others are being executed.

The Press Release announcing the program and the web pages were posted December 10, 2015. This departure from the approved November release was due to delays in obtaining DNR Commissioner and Governor's staff

approval. All other means of dissemination were completed successfully. Numerous requests for assistance have been received from potential applicants, particularly from Greater Minnesota.

The Project Manager position in the DNR Division of Forestry has yet to be filled. An approved position description was provided to Human Resources in August, but the position was not posted until December 21, 2015. The Manager will be in place and fully oriented to the project in late January, 2016. They will lead the grant selection and grant agreement administrative processes.

Amendment Request (04/19/2016)

Request to change name and contact information for Project Manager. A new Project Manager has been hired and it is in the best interest of the project that this is reflected in the work plan.

Retroactive request to change Activity 1 Budget from \$61,090 to \$81,680. This subsequently changes the amount spent balance from \$61,090 to \$77,180.

Professional/Technical/Service Contracts	Activity 1 Budget	Revised Activity 1 Budget	Reason for amendment
MNDNR	\$24,180	\$24,180	No amendment.
University of Minnesota	\$14,566	\$45,000	Community needs assessments were budgeted for Activity 2 but took place during Activity 1.
Tree Trust	\$7,150	\$3,500	Originally a webinar was going to be made for the RFP process but it was decided that their funds were better used for outreach and planting events which will take place in Activity 2.
Conservation Corps of MN/IA	\$14,194	\$8,000	Activity 1 was utilized less during the RFP process than expected.
HandsOn Twin Cities	\$1,000	\$1,000	No amendment.
COLUMN TOTAL	\$61,090	\$81,680	Community needs assessments that were budgeted for in Activity 2 were completed in Activity 1. Once community assessments were completed, budgets were adjusted to reflect community needs.

Request to change Activity 2 Partner Role for:

- Conservation Corps of Minnesota/Iowa. Community volunteers will be the focus of completing community tree inventories. Conservation Corps of Minnesota/Iowa’s focus will be on enabling volunteers through cultivating and planting, and pruning.
- Tree Trust. The University of Minnesota will be conducting all volunteer training, including youth. Tree Trust will work to engage youth in each city for community forestry volunteer events.

Request to change Activity 2 Budget from \$699,660 to \$688,600. Once community assessments were completed, budgets were adjusted to reflect community needs.

Professional/Technical/Service Contracts	Activity 2 Budget	Revised Activity 2 Budget	Reason for amendment
MNDNR	\$84,630	\$84,630	No amendment.
University of Minnesota	\$82,301	\$80,100	Community needs assessments were budgeted for Activity 1 but took place during Activity 2
Tree Trust	\$49,550	\$59,500	Originally a webinar was going to be made for the RFP process but it was decided that their funds were better used for outreach and planting events which will take place in Activity 2.
Conservation Corps of MN/IA	\$76,679	\$57,870	After the community needs assessments took place, partner roles for activities are better defined which decreases our need for CCMN for Activity 2.
HandsOn Twin Cities	\$6,500	\$6,500	No amendment.
Grants to support urban forestry efforts in Minnesota Communities	\$400,000	\$400,000	No amendment.
COLUMN TOTAL	\$699,660	\$688,600	Once community assessments were completed, budgets were adjusted to reflect community needs.

Request to change Activity 3 Budget from \$39,250 to \$29,720. Much of the data collected by partners will be submitted during Activity 2 so there is less need for funding in Activity 3.

Professional/Technical/Service Contracts	Activity 3 Budget	Revised Activity 3 Budget	Reason for amendment
MNDNR	\$12,090	\$12,090	No amendment.
University of Minnesota	\$10,763	\$17,630	Data analysis completed by U of M went up due to increase in communities.
Tree Trust	\$6,300	\$0	Tree Trust will focus on youth outreach and planting events instead of data analysis of impact.
Conservation Corps of MN/IA	\$10,097	\$0	CCMN/IA will focus on on-the-ground activities instead of data analysis of impact.

HandsOn Twin Cities	\$0	\$0	No amendment.
COLUMN TOTAL	\$39,250	\$29,720	Once community assessments were completed, budgets were adjusted to better reflect community needs.

Request to change VI Project Budget Summary: B.

- Expand definition of use for DNR cash match to include staff members filling project manager role before one was hired as well as Field Foresters and other staff for the use of grant compliance checks and community outreach.
- Remove “In-kind Services from project partners, non-state”, and itemize partners and their offered match. In-kind match from volunteers and other non-grantee partnering organizations will be itemized and added as supplied.

B. Other Funds

Source of Funds	\$ Amount Proposed	\$ Amount Spent	Use of Other Funds
State			
Cash match, DNR	\$120,900		DNR Project Manager, Field Forester, and other staff.
In-kind services from University of Minnesota (minimum 25%)	\$35,682.50		Professional/Technical Services Contractors’ share in project costs
Non-state			
Cash/in-kind match from participating cities and towns (minimum 25%)	\$100,000		For participating communities to share in costs of implementing local projects
In-kind services from Tree Trust (minimum 25%)	\$12,600		Professional/Technical Services Contractors’ share in project costs
In-kind services from Conservation Corps MN/IA (minimum ~11.67%)	\$7,600		Professional/Technical Services Contractors’ share in project costs
In-kind services from HandsOn Twin Cities (minimum 25%)	\$1,875		Professional/Technical Services Contractors’ share in project costs
TOTAL OTHER FUNDS:	\$278,657.50	\$	Amount decreased based on partner match expectations, additional match will be added in the future to include volunteers and other non-grantee partnering organizations.

Request to change VII Project Strategy: A. Project Partners: ENTRF Funding. Following the completion of the community needs assessments, partner budgets have been adjusted to better meet community needs.

- University of Minnesota was originally \$107,630 and is now at \$142,730.
- Conservation Corps of MN/IA was originally \$100,970 and is now at \$65,870.

Amendment Approved by LCCMR 4-26-2016

Project Status as of July 1, 2016:

The Project Manager position in the Minnesota Department of Natural Resources Division of Forestry was filled February 29th, 2016. Grant Agreements with Tree Trust, HandsOn Twin Cities, and Conservation Corps of Minnesota and Iowa have now been fully executed and all four partners are able to complete required program tasks. Twelve communities were chosen to be awarded grant funds by a steering committee. Grant Agreements with all communities have been fully executed, but no community grant funds have been paid out.

Technical assistance was provided to communities in the form of a Community Needs Assessment conducted by the University of Minnesota. This included a full review of current capacity and potential obstacles which allowed the University of Minnesota and the Minnesota Department of Natural Resources to develop a work plan tailored for each community.

Amendment Request (10/31/2016)

An amendment to extend the availability of funds for an additional year is requested, this extends the deadline to June 30, 2019. The extension is requested to best fulfill the project and its mission. The transition of the project owner from the Minnesota Pollution Control Agency to the Department of Natural Resources required the Department of Natural Resources to create a new position, hire, and train a new employee which cut into project implementation time. Additionally, Minnesota's shorter growing season would prevent project partners from being able to plant trees and submit reimbursements on time before the June 30, 2018 deadline, this allows for only one full growing season for planting. Having an additional growing season makes the tree planting and the tree maintenance more sustainable for participating communities. The DNR, the partners, and the communities have stated that the ability to spread out grant funds through the extension would better allow them to meet their community forestry needs and the mission of the grant.

Amendment Approved by LCCMR 5/30/2017

Project Status as of January 1, 2017:

With the help of partners, city staff, and invested citizens, projects in all twelve communities are being implemented. Technical assistance is being provided to communities mainly in the form of education for local citizens and city staff, volunteer recruitment, and volunteer planting event management. The University of Minnesota has provided trainings throughout the state to citizens and city staff on prioritized best practices for local community forest needs. Tree Trust has helped communities in need plan and manage volunteer planting event days. Conservation Corps of Minnesota and Iowa has utilized AmeriCorps and youth members to help communities at planting events for site preparation and volunteer leadership. HandsOn Twin Cities has provided resources to communities to aid them in volunteer recruitment.

Grant funds to communities have been paid out in the sum of \$86,272 to purchase tree stock, waterbags, tools for volunteer use, and other items to enable volunteers to meet the needs of their urban and community forest.

Data on work plan activities is being tracked and submitted by communities, volunteers, and partners. This data is being used to track project accomplishments and environmental benefits.

Project Status as of July 1, 2017:

Community projects are in full swing with partners and city staff working together with volunteers to plant and maintain community trees. Education is being provided to volunteers wishing to be advanced volunteer stewards where they are learning to maintain community trees to increase the health of their community forest. Volunteers are also being engaged in community planting events.

Grant funds to communities have been paid out in the sum of \$96,866 to purchase tree stock, waterbags, tools for volunteer use, and other items to enable volunteers to meet the needs of their urban and community forest.

Volunteer and community accomplishments are being tracked as well as their subsequent environmental benefits.

Project Status as of January 1, 2018:

Communities are working with partners and city staff to train volunteers to plant and maintain community trees. Training has been provided to volunteers wishing to be advanced volunteer stewards where they are learning to maintain community trees to increase the health of their community forest. Volunteers are being engaged in community planting events.

Grant funds to communities have been paid out in the sum of \$221,229 to purchase tree stock, waterbags, tools for volunteer use, and other items to enable volunteers to meet the needs of their urban and community forest.

Volunteer and community accomplishments are being tracked as well as the environmental benefits of the trees being planted and maintained.

Project Status as of July 1, 2018:

Communities have worked with partners and city staff to train volunteers. Community trees are being planted and maintained. Training has been provided to volunteers and several have become advanced volunteer stewards where they have learned to maintain community trees to increase the health of their community forest. Volunteers are being engaged in community planting events.

Grant funds to communities have been paid out in the sum of \$228,469 to purchase tree stock, waterbags, tools for volunteer use, and other items to enable volunteers to meet the needs of their urban and community forest.

Volunteer and community accomplishments are being tracked as well as the environmental benefits of the trees being planted and maintained.

Project Status as of January 1, 2019:

The Department of Natural Resources leveraged funds for this grant to receive an additional \$309,962 in grant funds from the U.S. Forest Service from a Great Lakes Restoration Grant. Grant funds are being dedicated to partners and communities to engage citizens in community forestry emphasizing areas that need additional stormwater mitigation. Communities engaged in this grant include Duluth, Grand Marais, Hermantown, and Silver Bay.

Two communities part of the original grant relinquished some of their funds and a second Request for Proposals was released. Four additional communities were added and include Aitkin, Austin, Marshall, and Winona. Contracts with these communities have been executed and supplies are being purchased for spring implementation.

Communities have worked with partners and city staff to train volunteers. Community trees have been planted and maintained. Training has been provided to volunteers and several have become advanced volunteer stewards where they have learned to maintain community trees to increase the health of their community forest. Volunteers are being engaged in community planting events.

Grant funds to communities have been paid out in the sum of \$278,893 to purchase tree stock, waterbags, tools for volunteer use, and other items to enable volunteers to meet the needs of their urban and community forest.

Volunteer and community accomplishments are being tracked as well as the environmental benefits of the trees being planted and maintained.

Overall Project Outcomes and Results:

Many communities are not prepared to adequately address declining canopy in Minnesota’s community forests. Without action, community forests in Minnesota will continue to decline, impacting air, water, public health, and the natural environment. This project is a model to protect and improve Minnesota’s community forests.

Environment and Natural Resources Trust Funds assisted 20 (Ada, Aitkin, Arlington, Austin, Duluth, Ely, Fridley, Grand Marais, Hermantown, Hill City, Hutchinson, Mankato, Maple Grove, Marshall, North Saint Paul, Rochester, Saint James, Saint Paul, Shakopee, Winona) communities through engaging citizens in their community forest. Communities expended a total \$437,035.98 in grant funds provided by Environment and Natural Resources Trust Fund, Minnesota Department of Natural Resources, and the United States Forest Service’s Great Lakes Restoration Initiative. Communities utilized funds to purchase tools for volunteers to engage with their community forest, such as pruning shears for small tree pruning and binoculars to monitor for emerald ash borer. Communities also used funds to reforest areas of their communities planting 5,631 trees. These trees, maintained by volunteers for the next five years will intercept 1,328,922 gallons of stormwater and reduce 580,016 pounds of carbon dioxide from the atmosphere. Communities worked with partners to implement citizen engagement plans by hosting volunteer planting events, utilizing citizens for small tree pruning, monitoring the health of community trees, and conducting community tree inventory garnering a total of 10,518 volunteer hours.

People	
Attendees at community forestry education and training events	517
Volunteers at planting events	2,324
Volunteers at pruning events	263
Volunteers engaged in tree watering	782

Volunteer Maintained Trees	
Trees Planted, Watered, and Mulched	5,082
Trees Pruned	1,344
Trees Monitored for Health	2,886
Trees Inventoried	25,459

Hours	
Volunteer hours planting, mulching, and watering	8,110.5
Volunteer hours pruning	904
Volunteer hours tree health monitoring	596.25
Volunteer hours conducting tree inventory	907.25
Total volunteer hours	10,518.00

Individual community reports can be viewed in the visual report Appendix A.

IV. PROJECT ACTIVITIES AND OUTCOMES:

ACTIVITY 1: Develop RFP and administer grants to provide up to \$400,000 in grant funds to approximately 8 to 12 Minnesota communities to support urban and community forestry.

Description:

Project partners will develop a request for proposals (RFP) for a grant program that will provide up to \$400,000 as well as technical assistance to help communities conduct urban and community forestry activities. LGUs and non-profit organizations will be eligible to apply. Grant amounts are expected to be

between \$30,000 to \$50,000 per grant. We expect to fund between 8 and 12 grant projects depending on size and scope of the proposed projects as well as the number of proposals received.

To ensure an adequate number of quality proposals submitted and to optimize program outcomes and impact, designated representatives from project partners will work closely with prospective applicants to develop the grant proposals, including assistance with identifying program activities, goals and projected outcomes. This hands-on assistance will serve as an important first step in building relationships between project partner representatives and prospective communities. ENTRF funds will be used to support this initial investment of time and expertise to develop tailored plans that are suitable for each location as well as for volunteers. An independent review team will be established beforehand to prevent conflict of interest during the selection process. Eligible applicants will include political subdivisions of Minnesota such as cities, towns or counties as well as non-governmental organizations.

The RFP is expected to be released in November 2015 and a press release will accompany the initial announcement. The DNR, along with its urban and community forestry partners, will share the RFP via existing professional networks, email newsletters, and work groups, including University of Minnesota Department of Forestry Resources' existing network of urban forestry professionals (approximately 250 individuals) and Minnesota Shade Tree Advisory Committee members (approximately 500 individuals). These 750 individuals are the most likely candidates to apply for (or identify someone in their community to apply for) this type of grant. In addition, we will share the RFP information with the League of Minnesota Cities, Association of Minnesota Counties, Minnesota Recreation and Park Association, Met Council, and post it on the DNR website. It will also be shared on the Minnesota Council of Nonprofits and Office of State Grants grant databases.

Participating communities will be selected based on demonstrated need of assistance (both financial and technical), local forestry needs, public health priorities, affected populations (e.g. elderly, chronic disease, low-income), readiness to take on a project of this proposed scope and size, ability to provide the required match amount, commitment to sustaining a cadre of citizen volunteers to address local urban forestry needs, and potential impact of the project on the status of urban forestry in the proposed location. It is the intention of the project to work with a diverse mix of Minnesota communities that are of different sizes and geographic locations in order to develop model work plans for a variety of situations and to demonstrate successful utilization of volunteers for urban forestry under various circumstances and in various ways.

Grant funded activities in each community will include some or all of the following: recruit and train volunteers to carry out tree planting, build and maintain gravel holding beds, pruning and other basic maintenance, conduct tree monitoring to detect pests/diseases, and develop/update tree inventories.

Summary Budget Information for Activity 1:

ENRTF Budget: \$81,680
Amount Spent: \$81,680
Balance: \$0

Outcome	Completion Date
1. Write RFP, develop selection criteria	July-October 2015
2. Issue RFP with open period for 2 months	November-December 2015
3. Review proposals and select recipients of the grant funds	January 2016
4. Develop work plans and grant agreements	January-March 2016
5. Administer grants and ensure compliance with grant agreements	January 2016-June 2018

Activity Status as of January 1, 2016: Development of the Request for Proposals included crafting an accessible application form and list of “Trees Native to Minnesota and the Upper Midwest.” See <http://www.dnr.state.mn.us/cfgrant/index.html> . All project partners participated in final editing of these documents.

As part of the December grant announcement, the RFP was shared via existing professional networks, provided by the UofM Department of Forestry Resources, the Minnesota Shade Tree Advisory Committee, the League of Minnesota Cities, Association of Minnesota Counties, Minnesota Recreation and Park Association, Met Council, and posting on the DNR website - <http://www.dnr.state.mn.us/grants/forestmgmt/index.html> . It was also shared on the Minnesota Council of Nonprofits and Office of State Grants grant databases. UofM and DNR partners began receiving inquiries from a variety of eligible applicants. These include large cities and small towns across the state, county Soil and Water Conservation Districts, a nine-county river basin alliance and professional foresters under contract with various cities.

Project partners are working closely with prospective applicants to develop grant proposals, including identifying program activities, goals and projected outcomes. An independent review team is being established to prevent conflict of interest during the selection process. The proposal evaluation and scoring tool is being developed from a detailed set of project criteria and point system, established by the Project Team in July.

Activity Status as of July 1, 2016:

The Request for Proposals remained open for a period of two months during which a total of 25 applications were received. Applications were received from: City of Ada, City of Arlington, City of Austin, City of Buffalo, City of Chanhassen, City of Cottage Grove, City of Edina, City of Ely, Greater Blue Earth River Basin Alliance, City of Fridley, City of Hector, City of Hutchinson, Leech Lake Band of Ojibwe, City of Mankato, Minneapolis Parks and Recreation Board, North Oaks Home Owners’ Association, City of North Saint Paul, City of Prior Lake, City of Robbinsdale, City of Rochester, City of Saint James, City of Saint Paul, City of Shakopee, and City of West Saint Paul.

The steering committee was made up of 11 representatives and came from a variety of backgrounds and organizations including the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, Minnesota Tree Care Advocate, Tree Trust, the University of Minnesota, University of Minnesota Extension, Sherburne County Soil and Water Conservation District, and the City of Minnetonka.

This steering committee chose a total of 12 communities along with amount of grant dollars awarded based on the demonstrated need of both financial and technical assistance, local forestry needs, public health priorities, affected populations, readiness to take on a project of this scope and size, ability to provide the required match amount, commitment to sustaining volunteers to address local urban and community forestry needs, and the potential impact of the based on its location. These grant agreements have been fully executed, and work plans have been for each community.

Communities Awarded LCCMR Grant Funds	
Community	Amount Awarded
City of Ada	\$45,000
City of Arlington	\$30,000
City of Ely	\$30,000
City of Fridley	\$36,000
City of Hutchinson	\$30,100
City of Mankato	\$30,000
City of Maple Grove	\$30,000
City of North Saint Paul	\$30,000
City of Rochester	\$43,900
City of Saint James	\$30,000

City of Saint Paul	\$30,000
City of Shakopee	\$35,000
Total Grant Funds Awarded	\$400,000

Activity Status as of January 1, 2017:

Each participating community has a tailored work plan to meet their urban and community needs and all are currently in the process of implementing them.

Activity Status as of July 1, 2017:

Each participating community has a tailored work plan to meet their urban and community needs and all are currently in the process of implementing them.

Activity Status as of January 1, 2018:

Each participating community has a tailored work plan to meet their urban and community needs and all are currently in the process of implementing them.

Activity Status as of July 1, 2018:

Each participating community has a tailored work plan to meet their urban and community needs and all are currently in the process of implementing them.

Two United State Forest Service grants were applied for and received from Great Lakes Restoration Initiative funds allowing us to add four communities within the Great Lakes Watershed providing an additional \$309,962.00. These four communities include Duluth, Hermantown, Grand Marais, and Silver Bay.

Communities Awarded Great Lakes Restoration Initiative Grant Funds	
Community	Amount Awarded
City of Duluth	\$175,000
City of Hermantown	\$30,000
City of Grand Marais	\$30,000
City of Silver Bay	\$35,000
Total Grant Funds Awarded	\$270,000

All additional communities have worked with partners to develop workplans and are in the process of implementing them.

Activity Status as of January 1, 2019:

Each participating community has a tailored work plan to meet their urban and community needs and all are currently in the process of implementing them. Two communities part of the original grant, Arlington and St. James, relinquished some of their funds and a second Request for Proposals was released. Four additional communities were added and include Aitkin, Austin, Marshall, and Winona. Contracts with these communities have been executed and supplies are being purchased for spring implementation.

Final Report Summary:

Communities Awarded LCCMR & Match Grant Funds			
Community	Grant Amount Expended	Cash Match	In-Kind Match
City of Ada	\$19,664.83	\$41,229.63	\$20,125.00
City of Aitkin	\$4,389.25	\$250.00	\$473.60
City of Arlington	\$19,990.80	\$4,703.51	\$7,102.79
City of Austin	\$5,630.00	\$734.94	\$912.43

City of Duluth	\$14,492.34	\$0.00	\$17,023.01
City of Ely	\$30,000.00	\$7,931.98	\$21,592.24
City of Fridley	\$36,000.00	\$5,521.26	\$48,596.92
City of Grand Marais	\$5,629.75	\$0.00	\$3,597.96
City of Hermantown	\$12,496.11	\$0.00	\$0.00
City of Hill City	\$2,646.63	\$0.00	\$880.67
City of Hutchinson	\$30,100.00	\$4,525.92	\$4,772.83
City of Mankato	\$42,500.00	\$6,979.79	\$11,882.07
City of Maple Grove	\$29,516.18	\$3,750.00	\$3,948.54
City of Marshall	\$19,966.28	\$3,106.75	\$5,353.70
City of North Saint Paul	\$30,000.00	\$7,170.94	\$10,177.60
City of Rochester	\$43,900.00	\$14,264.38	\$23,805.61
City of Saint James	\$6,925.68	\$1,721.17	\$7,914.10
City of Saint Paul	\$30,000.00	\$4,256.71	\$22,680.40
City of Shakopee	\$35,000.00	\$9,432.00	\$5,540.00
City of Winona	\$18,188.13	\$3,236.28	\$6,122.50
Total Grant Funds Awarded	\$437,035.98	\$118,815.26	\$222,474.97

Participating communities implemented their tailored work plan to meet their urban and community needs.

ACTIVITY 2: Grantees work with their citizen volunteers to carry out urban forestry activities while project partners provide technical assistance and training.

Description:

Implement grant work plans as designed by each grantee with technical support from project partners. Grantees recruit and train citizen volunteers. Volunteers in each locality will carry out activities such as planting trees, seasonal watering for newly planted trees, pruning trees, building and maintaining community gravel bed tree nurseries, updating tree inventories, conducting early detection in priority areas. All of this work will be done with the support and guidance of project partners, which will each contribute uniquely as follows:

Partner	Role
Hands on Twin Cities	Provide state-of-the-art guidance to grantees for general volunteer management (recruitment, training, tracking, communication, ongoing engagement/retention, best practices)
U of MN Dept. of Forestry Resources	Assist with identifying local needs, developing a tailored work plan and prioritizing grant activities Train volunteers to conduct urban forestry activities Provide ongoing support and knowledge building for volunteers Advise urban forestry professionals in planning and utilization of volunteers to perform community forestry tasks
Conservation Corps of MN/IA	On-the-ground direction for cultivating and planting, pruning; Provide tool library
Tree Trust	Focus on youth engagement Event planning and coordination (e.g. Arbor Day, planting events) Outreach strategies and materials to build public awareness of the multiple benefits of the urban forest
MN Nursery & Landscape Association	Advise on species selection (using natives and climate-appropriate trees) Provide network of retail partners as resources in grantee communities

MDH	Identify priority focus areas within cities/towns where urban forestry could especially benefit residents based on health factors
MPCA	Technical advisor, alignment and leveraging with other statewide urban and community forestry opportunities, e.g. Green Step Cities, MN Green Corps, Minimal Impact Design Standards (MIDS) for storm water management and other low impact development and climate-resilient communities programs.
DNR	Overall project management, grants administration, coordinate partners, technical advisor, serve as fiscal agent. Division of Forestry Area staff to monitor local projects, provide technical assistance and perform Compliance Checks on completed projects.

Program partners will work alongside grantees to provide technical assistance to ensure:

- High quality and realistic work plan development
- Prioritization and triage of grant activities to best address local needs
- Inclusion of citizen volunteers, allowing for recruitment, training, and ongoing engagement
- Use of best practices to conduct urban forestry activities (e.g. tree inventory, tree planting)
- Data tracking throughout the project to develop program metrics and allow for evaluation and quantification of impact

Summary Budget Information for Activity 2:

ENRTF Budget: \$688,600
Amount Spent: \$673,370
Balance: \$15,230

Outcome	Completion Date
1. Urban forests in cities and towns will be protected and improved. Each city and town will be required to include specific language in the work plan to characterize the work, including <ol style="list-style-type: none"> a. # new trees planted (native and/or climate adaptive, site-appropriate species) b. # newly planted trees receiving seasonal watering c. # trees developed and pruned d. # community gravel bed tree nurseries built and maintained e. # new or updated tree inventories f. # priority areas receiving early detection for pests/disease 	April 2016- April 2018

Activity Status as of January 1, 2016: Grants were awarded February 19. No community grant projects work has begun.

Activity Status as of July 1, 2016: Work plans have been fully developed. The University of Minnesota completed a Community Needs Assessment for each community. This involved doing a full review of each community’s current capacity and potential obstacles in order to develop tailored programming and a work plan for each community.

The University of Minnesota helped five communities build gravel beds out of re-purposed items in their community. This has enabled communities to have gravel beds at little or no cost. Trainings have been scheduled with all of the communities so that citizen volunteers are well versed in planting, pruning, watering, as well as pest and disease detection, so that they may begin their advanced volunteer stewardship. Training of volunteers has taken place in Arlington, Mankato, and Saint James and hosted a total of 20 volunteers. The

University of Minnesota has begun working with communities on pre-samplings for each of the upcoming tree surveys.

HandOn Twin Cities hosted a volunteer recruitment webinar to help communities strategize their volunteer recruitment. HandsOn Twin Cities has also worked with local businesses to help communities at planting events. A total of 62 trees have been planted and mulched, these trees will all be receiving seasonal watering, small tree structural pruning, and their health will be monitored by the community. These community plantings hosted 75 volunteers who put in a total of 142 volunteer hours prepping the site, digging holes, planting trees, mulching trees, and watering trees.

Tree Trust has reached out to communities and has organizing planting event dates.

Activity Status as of January 1, 2017:

Work plans are being implemented by communities with the aid of project partners.

The University of Minnesota has hosted a total of 15 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 192 citizens in attendance and have also included a total of 65 city staff members for a total of 257 community members in attendance. This has culminated in 1,594 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with a total of 45 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	15
Total training session hours	93
Number of volunteers in attendance	192
Number of city staff in attendance	65
Number if State Tree Inspector exams taken	45
Total attendees	257
Total training hours	1,594

Training and education is vital to keeping a healthy urban and community forest. The partnership with the University of Minnesota ensures citizens will receive training based on research based best practices. These trained citizens have already begun volunteering for their local communities by planting trees, watering newly planted trees, pruning small trees, and monitoring the health of trees in their urban and community forest.

Tree Trust has worked with communities to organize eight tree planting events for volunteers where a total of 101 volunteers planted a total of 600 trees. These events resulted in a total of 313.5 volunteer hours for the eight communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Trees Planted	Number of Volunteers	Hours	Total Hours
Ada	102	25	3.5	87.5
Arlington	51	24	3	72
Hutchinson	75	2	2	4
Mankato	60	9	3	27

Maple Grove	46	8	3	24
North Saint Paul	90	12	3	36
Saint Paul	75	13	3	39
Shakopee	101	8	3	24
Total	600	101	23.5	313.5

The partnership with Tree Trust allows for busy citizens to help their urban and community forest by receiving shortened tutorials on best planting practices. These volunteers then work with and are monitored by people with additional training including Conservation Corps Members as well as experienced volunteers.

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 18 Americorps Members for 488 hours and 28 Youth Members for a total of 196 hours.

HandsOn Twin Cities has reached out to grantee communities and has worked with several in helping implement a volunteer recruitment plan. HandsOn has also created a Volunteer Management Resource Guide developed specifically for this grant and is geared toward urban and community forestry volunteer recruitment.

Activity Status as of July 1, 2017:

Work plans are being implemented by communities with the aid of project partners.

The University of Minnesota has hosted a total of 26 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 272 citizens in attendance and have also included a total of 71 city staff members for a total of 343 community members in attendance. This has culminated in 2,014 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with a total of 53 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	26
Total training session hours	150
Number of volunteers in attendance	272
Number of city staff in attendance	71
Number if State Tree Inspector exams taken	53
Total attendees	343
Total training hours	2,014

Tree Trust has worked with communities to organize eight tree planting events for volunteers where a total of 262 volunteers planted a total of 914 trees. These events resulted in a total of 796.5 volunteer hours for the nine communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Planting Events	Number of Trees Planted	Number of Volunteers	Total Hours
Ada	1	102	25	87.5
Arlington	1	51	24	72

Fridley	2	123	66	198
Hutchinson	1	75	2	4
Mankato	2	110	34	102
Maple Grove	1	46	8	24
North Saint Paul	1	90	12	36
Saint Paul	2	145	43	129
Shakopee	2	172	48	144
Total	13	914	262	796.5

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 24 Americorps Members for 796 hours and 28 Youth Members for a total of 196 hours.

Activity Status as of January 1, 2018:

Work plans are being implemented by communities with the aid of project partners.

The University of Minnesota has hosted a total of 29 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 328 citizens in attendance and have also included a total of 87 city staff members for a total of 415 community members in attendance. This has culminated in 1,690 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with a total of 71 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	29
Total training session hours	168.5
Number of volunteers in attendance	328
Number of city staff in attendance	87
Number of State Tree Inspector exams taken	71
Total attendees	415
Total training hours	1,690

Tree Trust has worked with communities to organize 15 tree planting events for volunteers where a total of 405 volunteers planted a total of 1401 trees. These events resulted in a total of 1253 volunteer hours for the nine communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Planting Events	Number of Trees Planted	Number of Volunteers	Total Hours
Ada	2	168	50	150
Arlington	2	80	24	72
Fridley	3	181	86	258
Hutchinson	1	75	2	4
Mankato	2	110	34	102
Maple Grove	2	197	28	84

North Saint Paul	2	118	15	45
Saint Paul	3	198	68	204
Shakopee	3	252	78	234
Total	20	1379	385	1153

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 32 Americorps Members for 1,031 hours and 39 Youth Members for a total of 273 hours.

Activity Status as of July 1, 2018:

Work plans are being implemented by communities with the aid of project partners.

The University of Minnesota has hosted a total of 29 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 337 citizens in attendance and have also included a total of 89 city staff members for a total of 426 community members in attendance. This has culminated in 1,720 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with a total of 71 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	31
Total training session hours	174.5
Number of volunteers in attendance	337
Number of city staff in attendance	89
Number if State Tree Inspector exams taken	71
Total attendees	426
Total training hours	1,720

Tree Trust has worked with communities to organize 20 tree planting events for volunteers where a total of 385 volunteers planted a total of 11379 trees. These events resulted in a total of 1253 volunteer hours for the nine communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Planting Events	Number of Trees Planted	Number of Volunteers	Total Hours
Ada	2	168	50	150
Arlington	2	80	24	72
Fridley	3	181	86	258
Hutchinson	1	75	2	4
Mankato	2	110	34	102
Maple Grove	2	197	28	84
North Saint Paul	2	118	15	45
Saint Paul	3	198	68	204
Shakopee	3	252	78	234
Total	20	1379	385	1153

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 32 Americorps Members for 1,031 hours and 39 Youth Members for a total of 273 hours.

Activity Status as of January 1, 2019:

Work plans are being implemented by communities with the aid of project partners.

The University of Minnesota has hosted a total of 47 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 340 citizens in attendance and have also included a total of 89 city staff members for a total of 429 community members in attendance. This has culminated in 1,729 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with a total of 71 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	47
Total training session hours	201
Number of volunteers in attendance	340
Number of city staff in attendance	89
Number if State Tree Inspector exams taken	71
Total attendees	429
Total training hours	1,729

Tree Trust has worked with communities to organize 21 tree planting events for volunteers where a total of 431 volunteers planted a total of 1,479 trees. These events resulted in a total of 1253 volunteer hours for the nine communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Planting Events	Number of Trees Planted	Number of Volunteers	Total Hours
Ada	2	168	50	150
Arlington	2	80	24	72
Fridley	3	181	86	258
Hutchinson	1	75	2	4
Mankato	2	110	34	102
Maple Grove	2	197	28	84
North Saint Paul	2	118	15	45
Saint Paul	3	198	68	204
Shakopee	4	352	124	372
Total	21	1,479	431	1,291

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 60 Americorps Members for 1,469 hours and 46 Youth Members for a total of 322 hours.

Final Report Summary:

Work plans have been implemented by communities with the aid of project partners.

The University of Minnesota has hosted 38 training sessions for volunteers, with city staff invited to attend. Training sessions have taken place at each of the grantee communities throughout the state and have had 434 citizens in attendance and have also included 83 city staff members for a total of 517 community members in attendance. This has culminated in 2,032 hours of training for citizens throughout the state. Trainings have included best planting practices, small-tree structural pruning, best watering practices, and tree health monitoring. A number of volunteers and city staff have looked to increase their urban and community forest understanding by working towards becoming a State Certified Tree Inspector with 59 citizens taking the exam.

University of Minnesota Urban and Community Forestry Citizen Education and Training	
Total training sessions offered	38
Total training session hours	212.5
Number of volunteers in attendance	434
Number of city staff in attendance	83
Number if State Tree Inspector exams taken	59
Total attendees	517
Total training hours	2,032

Tree Trust has worked with communities to organize 24 tree planting events for volunteers where a total of 494 volunteers planted a total of 1,626 trees. These events resulted in a total of 1,442 volunteer hours for the 11 communities. Tree Trust helped communities by helping some develop planting plans and layouts based on site evaluations. Tree Trust also helped communities with volunteer recruitment by reaching out to local schools to encourage youth attendance at planting events as well as outreach to local civic organizations.

Tree Trust Hosted Planting Events				
City	Number of Planting Events	Number of Trees Planted	Number of Volunteers	Total Hours
Ada	2	168	50	150
Aitkin	1	25	18	36
Arlington	2	80	24	72
Fridley	3	181	86	258
Hutchinson	1	75	2	4
Mankato	2	110	34	102
Maple Grove	2	197	28	84
North Saint Paul	2	118	15	45
Saint Paul	4	268	93	279
Shakopee	4	352	124	372
Winona	1	52	20	40
Total	24	1,626	494	1,442

Conservation Corps of Minnesota and Iowa worked with Tree Trust and grantee communities to help prepare planting sites for volunteer planting events. Conservation Corps also worked directly with volunteers with in-the-moment training and monitoring volunteers at planting events. Conservation Corps of Minnesota and Iowa utilized a total of 131 Americorps Members for 2,773 hours and 18 Youth Members for a total of 126 hours.

ACTIVITY 3: Quantify Environmental, Public Health and Economic Impact

Description:

DNR with its project partners will work with grantees to put in place project baselines and develop performance metrics to track results and measure progress. Outputs and outcomes will be identified, tracked and collected in periodic grant reports.

Final reimbursement payments of grant funds will be made to grantee communities pending completion of grant reports and fulfillment of all other requirements under the grant agreement.

Final grant reports will be collected from each grantee. Outputs and outcomes will be identified and, where appropriate, quantified using tools such as iTree, a state-of-the-art software developed by the US Forest Service to measure the benefits and impact of urban forests.

Activity 3 represents the grant closeout period; we will document tasks and accomplishments performed in each location and by volunteers to identify environmental, public health, and economic value; calculate return on investment.

Summary Budget Information for Activity 3:

ENRTF Budget: \$29,720
Amount Spent: \$29,720
Balance: \$0

Outcome	Completion Date
1. Quantify value of environmental, public health, and economic benefits of work performed: energy conservation, air quality improvement, storm water control, urban heat island mitigation, CO2 reduction and property value increase.	March-June 2018
2. Calculate return on investment based on ENRTF seed funds	

Activity Status as of January 1, 2016: No community projects have started, so their benefits cannot be quantified at this time.

Activity Status as of July 1, 2016:

Total Trees Planted and Mulched: 62
 Total number of Volunteer Hours Submitted: 142
 Total Value of Volunteer Time: \$3,578.40

Total Benefits from Trees Planted

	Benefits gained this year	Benefits gained in 5 years	Benefits gained in 50 years
Total overall benefits	\$26	\$333	\$72,775
Storm water Intercepted	850 gallons	11,015 gallons	2,379,456 gallons
Energy (Kilowatt hours of electricity)		29.6	11,283.30
Energy (Heating fuel in therms)	\$0.10	\$1.48	\$798.00
Carbon Dioxide reduced from atmosphere	316 pounds	2,953 pounds	248,851 pounds

Activity Status as of January 1, 2017:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	522
Total Trees Planted, Watered, and Mulched	1,063

Total Trees Monitored for Health	1,054
Total Trees Pruned	160
Volunteer hours Planting, Mulching, and Watering	1,085
Volunteer hours Pruning	55.75
Volunteer hours Tree Health Monitoring	56.25
Total Volunteers Hour	1,197.5
Value of Volunteer Hours <i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$25.20 an hour in 2015.</i>	\$30,177

Total Benefits from Trees Planted				
	Benefits gained this year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$647	\$7,018	\$524,400	\$1,711,149
Stormwater intercepted (Gallons)	15,027.00	218,023	14,748,771.00	50,521,754
Energy (Kilowatt hours of electricity)	118.30	3,599.70	272,711.20	684,680.50
Energy (Heating fuel in therms)	20.20	404.40	46,939.70	119,353.70
Carbon Dioxide reduced from atmosphere (Pounds)	7,227	88,924	3,758,659	9,827,104

Benefits are calculated using the United States Forest Service iTree software.

Activity Status as of July 1, 2017:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	683
Total Trees Planted, Watered, and Mulched	1,377
Total Trees Monitored for Health	1,054
Total Trees Pruned	160
Volunteer hours Planting, Mulching, and Watering	1,568.5
Volunteer hours Pruning	55.75
Volunteer hours Tree Health Monitoring	56.25
Total Volunteers Hour	1,932.5
Value of Volunteer Hours <i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$26.40 an hour in 2016.</i>	\$51,018.00

Total Benefits from Trees Planted				
	Benefits gained in 1 year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$743	\$8,646	\$681,908	\$2,242,786
Stormwater intercepted (Gallons)	18,451	278,661	19,513,022	67,382,046
Energy (Kilowatt hours of electricity)	154.20	4,579.0	326,593.6	811,810.8
Energy (Heating fuel in therms)	20,2	472.7	54,538.6	138,337.3
Carbon Dioxide reduced from atmosphere (Pounds)	9,360	117,486	4,882,085	12,836,826

Benefits are calculated using the United States Forest Service iTree software.

Activity Status as of January 1, 2018:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	1,482
Total Trees Planted, Watered, and Mulched	2,828
Total Trees Monitored for Health	1,257
Total Trees Pruned	423
Volunteer hours Planting, Mulching, and Watering	4,923.75
Volunteer hours Pruning	309.75
Volunteer hours Tree Health Monitoring	197.75
Volunteer hours conducting Tree Inventory	7
Total Volunteers Hour	5,438.25
Value of Volunteer Hours <i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$26.40 an hour in 2016.</i>	\$143,569.80

Total Benefits from Trees Planted				
	Benefits gained in 1 year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$1,068	\$25,736	\$1,525,479	\$4,911,755
Stormwater intercepted (Gallons)	43,674	715,323	43,207,438	146,588,513
Energy (Kilowatt hours of electricity)	568.2	17,966.3	738,483.7	1,948,780.9
Energy (Heating fuel in therms)	0.0	1,982.5	114,813.6	303,110.9
Carbon Dioxide reduced from atmosphere (Pounds)	21,622	334,492	11,456,667	29,344,877

Benefits are calculated using the United States Forest Service iTree software.

Activity Status as of July 1, 2018:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	1,482
Total Trees Planted, Watered, and Mulched	2,828
Total Trees Monitored for Health	1,257
Total Trees Pruned	423
Volunteer hours Planting, Mulching, and Watering	4,923.75
Volunteer hours Pruning	309.75
Volunteer hours Tree Health Monitoring	197.75
Volunteer hours conducting Tree Inventory	7
Total Volunteers Hour	5,438.25
Value of Volunteer Hours <i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$26.40 an hour in 2016.</i>	\$143,569.80

Total Benefits from Trees Planted
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	Benefits gained in 1 year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$1,068	\$25,736	\$1,525,479	\$4,911,755
Stormwater intercepted (Gallons)	43,674	715,323	43,207,438	146,588,513
Energy (Kilowatt hours of electricity)	568.2	17,966.3	738,483.7	1,948,780.9
Energy (Heating fuel in therms)	0.0	1,982.5	114,813.6	303,110.9
Carbon Dioxide reduced from atmosphere (Pounds)	21,622	334,492	11,456,667	29,344,877

Benefits are calculated using the United States Forest Service iTree software.

Activity Status as of January 1, 2019:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	1,937
Total Trees Planted, Watered, and Mulched	4,026
Total Trees Monitored for Health	1,257
Total Trees Pruned	750
Volunteer hours Planting, Mulching, and Watering	6,500.25
Volunteer hours Pruning	569.25
Volunteer hours Tree Health Monitoring	197.75
Volunteer hours conducting Tree Inventory	7
Total Volunteers Hour	7,274.25
Value of Volunteer Hours	\$200,623.80
<i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$27.580 an hour in 2017.</i>	

Total Benefits from Trees Planted				
	Benefits gained in 1 year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$1,778	\$34,015	\$2,281,556	\$6,153,021
Stormwater intercepted (Gallons)	60,213	947,423	54,574,080	182,444,951
Energy (Kilowatt hours of electricity)	663.5	19,767.4	831,583.2	2,210,982.7
Energy (Heating fuel in therms)	0.0	2,265.1	125,270.4	328,326.6
Carbon Dioxide reduced from atmosphere (Pounds)	29,799	412,525	13,351,783	34,528,623

Benefits are calculated using the United States Forest Service iTree software.

Final Report Summary:

Total Community Forest Volunteer Submissions	
Total Number of Volunteers at Planting Events	2,324
Total Trees Planted, Watered, and Mulched	5,082
Total Trees Monitored for Health	2,886
Total Trees Pruned	1,344
Volunteer hours Planting, Mulching, and Watering	8,110.5
Volunteer hours Pruning	904
Volunteer hours Tree Health Monitoring	596.25

Volunteer hours conducting Tree Inventory	907.25
Total Volunteers Hour	10,518
Value of Volunteer Hours <i>Volunteer hours are calculated based on information provided by the non-profit Independent Sector. The value of volunteer time in Minnesota was calculated to be \$28.15 an hour in 2018.</i>	\$291,815.74

Total Benefits from Trees Planted				
	Benefits gained in 1 year	Benefits gained in 5 years	Benefits gained in 30 years	Benefits gained in 50 years
Total overall benefits	\$2,369	\$50,901	\$3,059,520	\$8,555,638
Stormwater intercepted (Gallons)	83,889	1,328,922	74,537,986	253,491,477
Energy (Kilowatt hours of electricity)	1,108.4	33,591.1	1,276,523.0	3,402,448.2
Energy (Heating fuel in therms)	26.0	4,291.0	205,097.7	532,377.7
Carbon Dioxide reduced from atmosphere (Pounds)	38,550	580,016	18,584,832	47,427,053

Benefits are calculated using the United States Forest Service iTree software.

V. DISSEMINATION:

Description:

All grantee reports will be integrated into a final project report. This final report will document the impact of the program and feature outputs (# trees planted, # municipal inventories completed, etc.) along with outcomes (improved air quality, storm water management, public health, etc.) Whenever possible these impacts will be quantified using tools such as iTree, a software developed by the US Forest Service for this purpose. The final report will be shared with the LCCMR as well as the League of Minnesota Cities, Association of Minnesota Counties, and Minnesota's urban forestry professional community through the Minnesota Shade Tree Advisory Committee. In addition, work plans and results from this project will be collected and made available to other Minnesota cities and towns for reference as model documents.

It is expected that the project manager will have ongoing opportunities (examples: presenting at a conference, representing the project at meetings of state and/or city government) before, during and after the ENTRF funding period to share information about the project with city officials, forestry professionals and others who are interested in urban and community forestry and the use of citizen volunteers.

This project will also be featured on the DNR and MPCA websites as an important community assistance program.

Status as of January 1, 2016: No community grant projects have started. Presentations to date have been limited to promoting the project and RFP to prospective applicants (November 2015 to January 2016).

Status as of July 1, 2016: With community grant projects just beginning, we've just begun to build our impacts. A news release has been written to increase engagement with citizens and to promote project goals and benefits. Presentations have been limited to current project status and for volunteer recruitment.

Status as of January 1, 2017:

A press release was created for the project and picked up by five local community newspapers in Ada, Fridley, Maple Grove, Walker, and Winona. The press release described the project, the projects benefits, and looked to recruit citizens to participate in local community forestry efforts.

As much of the volunteer recruitment and activities took place during this reporting period, results have only recently been tabulated. A presentation about project results took place for Fridley's City Council. Grant project interim results will be shared with all communities and invested stakeholders such as Minnesota Shade Tree Advisory Committee, Minnesota Pollution Control Agency, and the Minnesota Department of Health.

Status as of July 1, 2017:

A total of nine articles have been written by variety of media sources about the Improving Community Forests through Citizen Engagement grant including local newspapers and online media. Additionally, Northwest Community Television produced a short segment about the grant accomplishments and ways to get involved as a volunteer in the community of Maple Grove.

Status as of January 1, 2018:

A total of eleven articles have been written by variety of media sources about the Improving Community Forests through Citizen Engagement grant including local newspapers and online media. There has been one television segment about the grant accomplishments and ways to get involved as a volunteer in the community of Maple Grove. Communication efforts have also taken place by means of posting flyers throughout communities and giving presentations at a variety of local community organizations.

Status as of July 1, 2018:

A total of eleven articles have been written by variety of media sources about the Improving Community Forests through Citizen Engagement grant including local newspapers and online media. The City of Ely have received donated weekly ad space in The Ely Shopper encouraging folks to volunteer and water trees planted by the grant. There has been one television segment about the grant accomplishments and ways to get involved as a volunteer in the community of Maple Grove. Volunteer recruitment and program promotion have taken place by means of flyers and posters throughout communities and giving presentations at a variety of local community organizations such as Lion's Clubs and Rotary Clubs.

Status as of January 1, 2019:

A total of twelve articles have been written by variety of media sources about the Improving Community Forests through Citizen Engagement grant including local newspapers and online media. The City of Ely continues to receive a donated weekly ad space in The Ely Shopper encouraging folks to volunteer and water trees planted by the grant. There has been one television segment about the grant accomplishments and ways to get involved as a volunteer in the community of Maple Grove. Volunteer recruitment and program promotion have continued to take place by means of flyers and posters throughout communities and giving presentations at a variety of local community organizations such as Lion's Clubs and Rotary Clubs. In addition, some communities have collaborated with their local utility company to promote volunteering and tree watering throughout the community.

Final Report Summary:

Volunteer engagement training manuals (Appendix B, Appendix C), developed by the University of Minnesota, are tailored to meet the unique community forestry needs of individual communities. These training manuals will continue to be utilized as we expand our community forestry volunteer engagement.

Communities and partners utilized social media, community flyering, a television segment, presenting to community volunteer organizations, and newspaper articles to garner volunteer support and promote community accomplishments. Communities have been provided individual accomplishment and impact reports (Appendix A) to share with their citizens and their community leaders. Project impacts are in the process of being incorporated as accomplishments into the Minnesota Forest Action Plan.

In addition to conducting outreach to garner citizen volunteers and promote project impacts, communities have utilized outreach to provide education about community forests to encourage the care of trees.

VI. PROJECT BUDGET SUMMARY:

A. ENRTF Budget Overview:

Budget Category	\$ Amount	Overview Explanation
Personnel:	\$ 120,900	Unclassified, temporary program staff
Professional/Technical/Service Contracts:	\$ 279,100	Contract with Tree Trust, University of Minnesota Department of Forestry Resources, Conservation Corps of Minnesota/Iowa, Hands on Twin Cities for volunteer management consulting
Other:	\$ 400,000	Grants to LGUs and nonprofit organizations
TOTAL ENRTF BUDGET:	\$800,000	

Explanation of Use of Classified Staff: none

Explanation of Capital Expenditures Greater Than \$5,000: none

Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation: 0.5 per year for 3 years for a total of 1.5 FTEs

Number of Full-time Equivalents (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation: 1.8 per year for 3 years for a total of 5.4

B. Other Funds:

Source of Funds	\$ Amount Proposed	\$ Amount Spent	Use of Other Funds
State			
Cash match, DNR	\$120,900	\$178,090.73	DNR Project Manager, Forester, and other staff. Grants to communities. Additional funding to partners
In-kind services from University of Minnesota (minimum 25%)	\$35,682.50	\$36,198.43	Professional/Technical Services Contractors' share in project costs
Non-state			
Cash/in-kind match from participating cities and towns (minimum 25%)	\$100,000	\$341,290.23	For participating communities to share in costs of implementing local projects
Federal match from United States Forest Service grant		\$32,618.20	Grants to communities in Superior Watershed will total \$309,962 by end of grant.
In-kind services from Tree Trust (minimum 25%)	\$12,600	\$14,335.60	Professional/Technical Services Contractors' share in project costs
In-kind services from Conservation Corps MN/IA (minimum 11.67%)	\$7,600	\$20,036.85	Professional/Technical Services Contractors' share in project costs

In-kind services from HandsOn Twin Cities (minimum 25%)	\$1,875	\$5,860.28	Professional/Technical Services Contractors' share in project costs
In-kind services provided by volunteer time		\$291,815.74	Volunteer services provided by citizens
TOTAL OTHER FUNDS:	\$278,657.50	\$920,237.06	

VII. PROJECT STRATEGY:

A. Project Partners:

Simply providing funding for urban and community forestry efforts is not enough: many cities and towns lack adequate staffing capacity and supporting resources to properly develop and urban forestry management plan and to conduct regular and ongoing planting, pruning, and maintenance of their neighborhood trees.

This project will provide funding paired with ongoing access to technical assistance from project partners. Project partners represent a critical piece of this program approach. These partners include: University of Minnesota Department of Forest Resources, Tree Trust, Conservation Corps of MN/IA, and Hands on Twin Cities. Project partners will assist in the initial development of a tailored project work plan for each grantee and remain engaged throughout the grant period to provide ongoing consulting and technical expertise. Services provided by these partners include curriculum and delivery of volunteer training, best practices and guidance on utilization of volunteers to meet local needs in a strategic and sustainable manner, oversight and direction for on-the-ground volunteer activities including tree planting, creating gravel tree holding beds, tree pruning, tree watering, conducting a tree inventory, and monitoring trees for the presence of pests and diseases. Specific project partner roles are outlined in the chart in Activity 2.

Project partners will receive ENTRF funding as follows:

Project Partner	Total amount of ENTRF funds received
U of MN Department of Forestry Resources	\$142,730
Tree Trust	\$63,000
Conservation Corps of MN/IA	\$65,870
Hands on Twin Cities	\$7500

B. Project Impact and Long-term Strategy:

Urban forests provide many benefits, impacting communities in the following ways:

Urban Forest Benefit	Project Impact
Improve air quality, reduce ozone & fine particles	Protect vulnerable populations (asthma, lung disease)
Mitigate urban heat island effects	Reduce heat stress on residents
Control stormwater and soil erosion	Protect homeowners/businesses from flooding
Conserve energy (less heating/cooling required)	Save costs for individuals/businesses
Sequester carbon	Help MN meet greenhouse gas reduction goals
Address climate change	Support community resilience
Provide native habitat for animals and pollinators	Strengthen local ecosystems

This project represents a statewide effort to bolster the capacity of cities and towns in maintaining, sustaining, and growing their urban and community forests.

The long term strategy of this project is to provide successful ongoing citizen volunteer models for urban forestry that can be referenced and replicated by many other cities and towns across the state. DNR and its project partners will work with grantees to put in place long term plans to sustain their citizen volunteer efforts into the future. Results of the project and model program plans will also be shared to communities across Minnesota through urban forestry professional networks, Minnesota Shade Tree Advisory Committee annual conference and/or monthly training meetings, and other conferences/meetings where sharing of best practices occur. The goal is to bolster urban forests in the 8 to 12 grantee communities through the development and activation of citizen volunteers, and to encourage similar efforts in additional cities and towns across Minnesota.

C. Funding History: This is a new program which has no prior funding history.

VIII. FEE TITLE ACQUISITION/CONSERVATION EASEMENT/RESTORATION REQUIREMENTS:

Does not apply to this project.

IX. VISUAL COMPONENT or MAP(S): Infographic being updated for handout at June 25, 2015 LCCMR meeting.

X. RESEARCH ADDENDUM: None

XI. REPORTING REQUIREMENTS:

Periodic work plan status update reports will be submitted no later than January 1, 2016, July 1, 2016, January 1, 2017, July 1, 2017, January 1, 2018, July 1, 2018, and January 1, 2019. A final report and associated products will be submitted between June 30 and August 15, 2019.

Environment and Natural Resources Trust Fund

M.L. 2015 Project Budget

Project Title: Improving Community Forests Through Citizen Engagement

Legal Citation: M.L. 2015, Chapter 76, Section 2, Subdivision 8h

Project Manager: Valerie McClannahan

Organization: Minnesota Department of Natural Resources

M.L. 2015 ENRTF Appropriation: \$ 800,000

Project Length and Completion Date: 4 Years, June 30, 2019

Date of Report: 08/15/2019

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET	Revised Activity 1 Budget 4/15/2016	Amount Spent	Activity 1 Balance	Revised Activity 2 Budget 4/15/2016	Amount Spent	Activity 2 Balance	Revised Activity 3 Budget 4/15/2016	Amount Spent	Activity 3 Balance	TOTAL BUDGET	TOTAL BALANCE
BUDGET ITEM											
Personnel (Wages and Benefits)	\$24,180	\$24,180	\$0	\$84,630	\$84,630	\$0	\$12,090	\$12,090	\$0	\$120,900	\$0
<i>DNR Project Manager, 0.5 FTE per year for 3 years for a total of \$120,900. 70% salary, 30% benefits</i>											
Professional/Technical/Service Contracts											
U of MN Dept of Forest Resources: \$142,730. For assistance with proposal and workplan development, volunteer curriculum and training sessions in urban forestry work practices, technical expertise for urban forestry planning and management	\$45,000	\$45,000	\$0	\$80,100	\$80,100	\$0	\$17,630	\$17,630	\$0	\$142,730	\$0
Tree Trust: \$63,000. For on-site volunteer training and tree planting oversight, youth engagement, outreach strategy and materials for educating the public about tree care and the role of the urban forest	\$3,500	\$3,500	\$0	\$59,500	\$59,500	\$0	\$0	\$0	\$0	\$63,000	\$0
CC of MN/IA: \$65,870. For operationalizing workplan activities, providing in-house AmeriCorps crew members to assist with on-the-ground tree activities such as planting, trimming/pruning, safety protocols, and provision of tool library	\$8,000	\$8,000	\$0	\$57,870	\$43,258	\$14,612	\$0	\$0	\$0	\$65,870	\$14,612
Hands on Twin Cities: \$7,500. For sharing best practices and conducting training on volunteer management. Providing guidance on tools and strategies for recruiting, training, event signups, tracking, retaining, valuing, and evaluating volunteer contributions	\$1,000	\$1,000	\$0	\$6,500	\$6,500	\$0	\$0	\$0	\$0	\$7,500	\$0
Other											
Grants (8 to 12 grants @ \$30,000 to \$50,000 each for a total of \$400,000) to support urban forestry efforts in Minnesota communities				\$400,000	\$399,382	\$618				\$400,000	\$618
COLUMN TOTAL	\$81,680	\$81,680	\$0	\$688,600	\$673,370	\$15,230	\$29,720	\$29,720	\$0	\$800,000	\$15,230