



KAULUNANI
urban & community
FORESTRY
PROGRAM.

Arbor Day Hawai'i 2023 Grant Application

Kaulunani Urban and Community Forestry, a program of Hawai'i's Division of Forestry and Wildlife (DOFAW), is proud to support Arbor Day Hawai'i 2023.

The Kaulunani Advisory Council invites proposals ranging from community tree giveaways to other creative projects celebrating the value of trees in our communities. Projects that also identify how they will plan beyond the event will be prioritized. Examples could include community workshops, plantings, post-giveaway tree care, data tracking, volunteer and community engagement etc.

Applicant Information

Organization Name

Please ensure organization name is exactly as registered with Hawaii Compliance Express (including diacritical markers, capitalizations and other punctuation).

Federal Tax ID

Address

Address Line 1

Address Line 2

City

State

Zip Code

Physical address of project if different

Address Line 1

Address Line 2

City

State

Zip Code

Please ensure organization address is exactly as registered with Hawaii Compliance Express.

Website

Contact person

Title

First

Last

All general correspondence will be directed to this contact.

Email

Phone

Project Information

Project Title

Which of the following Priority Areas of Focus from Hawai'i's Forest Action Plan (Issue Four) are addressed by the project?

- Climate Change
- Emergency Management
- Invasive Species
- Urban Tree Care
- Wildland Urban Interface
- Education & Outreach
- Health & Well-being
- Ordinances & Legislation
- Water Quality & Green Infrastructure

Select all that apply. Refer to Hawaii's [Forest Action Plan](#) for further details.

Funds being requested

Urban and Community Forestry Grant Program funds must be matched equally (dollar for dollar) with non-federal funds. These non-federal funds cannot be used as a match for any other Federal cost-share project. The match may include in-kind contributions, volunteer assistance, and private and public (non-Federal) monetary contributions. All matching funds must be specifically related to the proposed project.

Total cash match being provided

At the end of the application, you will be asked to upload letters of intended support detailing the value of the cash and/or in-kind support described in the budget.

Total in-kind match being provided

General volunteer hourly rate as defined by [The Independent Sector](#) is \$32.10 for Hawai'i. Professional volunteer services may be valued at their market rate. Use market rate for donations of equipment.

Total project cost

Project Narrative

Please provide a brief project description.

Maximum 1000 characters

Include descriptions of how your project might: Grow relationships between the trees, forests, and people in your community; Nurture the trees already around us; and/ or Cultivate well being and resilience in your community

Tell us about your organization. Briefly describe the mission, activities, and beneficiaries of your work.

Maximum 700 characters

How does the project actively promote equity, access, inclusion, and non-discrimination practices and policies?

Maximum 700 characters

This program is federally funded. It is a USDA policy to ensure that no person is subject to prohibited discrimination in programs and activities funded in whole or part by the USDA based on race, color, national origin, gender, religion, age, disability, political beliefs, marital or family status, income or because of receipt of public assistance. Describe how this project encourages and ensures access and inclusion. Please be specific.

Tell us about the communities, groups, and places that will benefit from the project. Please describe both the direct and indirect beneficiaries.

Maximum 700 characters

Who are your project partners? Please include key volunteers, sponsoring organization(s), and any other community involvement.

Maximum 700 characters

End Product/Result – Describe the deliverables to be accomplished with the funds.

Maximum 700 characters

How will you know if the project is successful? What indicators will you use? How will you evaluate and communicate the success of the project?

Maximum 700 characters

Is your proposal a tree planting project or a tree giveaway project (check all that apply)?

Tree planting Tree adoption/giveaway Neither

At least 70% of the total plant budget expenses must be for trees, no more than 20% for shrubs, and no more than 10% for ground covers. Is this true for your project?

Yes No

Have you confirmed proposed trees and plants are not invasive?

Yes No

Check [Plant Pono](#) to confirm

Please upload a completed Landowner Permission form

The template can be [downloaded here](#). You may also provide a letter of endorsement from the local government if planting is on county property.

Please upload a site plan/map

Indicate the proposed tree planting information, including species, size of tree, and the number and location of trees. The map should also include the location of existing trees, building, utility lines and sidewalks. Photos also welcomed.

Please provide details of your maintenance plan. Don't forget that up to 10% of your budget may be assigned to maintenance.

Details for a minimum three year maintenance plan, specifying who is responsible, frequency, and scope of maintenance (also what resources are available or being sought to fund maintenance). Please note: only the first year of maintenance can be utilized as a match.

Please upload a quote from one nursery.

Budget Information - Tree Planting or Tree Giveaway Project

Please download a copy of the [budget](#) template provided. When complete you can uoload the excel file (not a pdf) by clicking the button above.

Budget Information - All other Categories

Please download a copy of the [budget](#) template provided. When complete you can uoload the excel file (not a pdf) by clicking the button above.

Please upload letters of intended support for cash match

Please upload letters of intended support for in-kind match

How did you hear about this grant opportunity?

- Kaulunani Facebook
- Kaulunani Instagram
- Ulu Bites Newsletter
- Email/phonecall

- Other/shared Facebook post
- Other/shared Instagram post
- Kaulunani website

Check all that apply

Is there anything else you would like us to know?

