



# TREES FOR SCHOOLS

TREE-PLANTING GRANTS FOR NEW JERSEY  
PUBLIC SCHOOLS, COLLEGES, AND UNIVERSITIES



THE COLLEGE OF NEW JERSEY  
SUSTAINABILITY INSTITUTE

- All attendees are muted
- Ask questions in the questions box during the presentation or raise your hand at the end
- The presentation recording and slides will be posted on the Sustainable Jersey for Schools website



# Grant Basics



- Funded by the **New Jersey Department of Environmental Protection** (DEP), with proceeds from the...
  - *Regional Greenhouse Gas Initiative (RGGI)*
- Grant awards are administered by **The College of New Jersey** (TCNJ)
- **Sustainable Jersey** manages the Trees for Schools grant program, as approved by DEP.



# More Grant Basics

- All New Jersey public *school districts, community colleges, and state colleges & universities* eligible to apply
- \$2.5 million total funds to be allocated
- Primary grant awards range from **\$10,000 to \$250,000**
- Supplemental proposals may be submitted for up to additional **\$250,000** (contingent upon availability of funds)
- No match is required.





# Why Plant Trees? *Trees...*

- Provide shade, habitat, biodiversity, beauty
- Filter pollutants from air and water
- Fight climate change by pulling carbon dioxide from atmosphere
- Lower carbon emissions and costs by saving energy in buildings
- Improve resilience to rising and extreme temperature and rainfall
  - Shade lowers temps, particularly in “heat islands” (paved areas)
  - Canopy intercepts stormwater and slows runoff




# Why plant trees at *schools/colleges*?

- Improve equitable access to green spaces in urban & other school & campus neighborhoods lacking trees (“tree equity”)
- Improve learning environment, health, & quality of life for students, faculty/staff, & community
- Provide educational opportunities through student involvement in project design, tree-planting, stewardship, impact assessment, etc.
- Link project tracking & performance to campus climate action plans
- K-12 teachers link to ***NJ Climate Change Education Standards***
- Set an example of action & *hope!*


# The New Jersey Climate Change Education Hub


[njclimateeducation.org](http://njclimateeducation.org)



### Teaching Resources


Search our database by filtering by subject, NJ Student Learning Standards, and more.






### Exemplar Lesson Plans


Browse NJ-centric lesson plans that have been created by teachers, for teachers.






### Professional Learning


Find learning opportunities for curriculum support or basic knowledge about climate change.





### Guidance for School Boards

Find learning opportunities for curriculum support or basic knowledge about climate change.





**Search by keywords, type, grade level, subject, NJSLS & more**



THE COLLEGE OF NEW JERSEY  
SCHOOL OF EDUCATION

**SUBJECT**  
to **CLIMATE**



NEW JERSEY  
AUDUBON  
[www.njaudubon.org](http://www.njaudubon.org)



# Application Information Packet



## Trees for Schools: Tree-planting Grants for New Jersey Public Schools, Colleges and Universities

### 2023 Application Information Package

Announcement Date:	Friday, April 28, 2023
Informational Webinar:	Thursday, May 18, 2023
Application Due Date:	Thursday, July 13, 2023
Recipient Notification:	Friday, September 15, 2023
Link to Application:	<a href="https://webportalapp.com/sp/treesforschools">https://webportalapp.com/sp/treesforschools</a>
FAQ (Periodically Updated):	<a href="https://bit.ly/TreesForSchoolsFAQ">https://bit.ly/TreesForSchoolsFAQ</a>
For questions regarding the online portal only:	
Kaitlyn Vollmer: Email <a href="mailto:grants@SustainableJersey.com">grants@SustainableJersey.com</a> or call 609 771-3189	
For questions regarding the project or application content:	
Melanie McDermott: Email <a href="mailto:mcdermom@tcnj.edu">mcdermom@tcnj.edu</a> or call 609-771-2836	

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# *First, a note on terminology...*

- “**project**” = *all* components of a single school district, college or university grant proposal
- “**site**” = a single school or college/university campus or property at which trees will be planted. Projects may have multiple sites.
- “**planting areas**” = locations where trees are planned to be planted
- “**school**” = public school, college, or university (*for this webinar*)





# Project Timeline: Phases 1 & 2

- **Phase 1: Grant application and award (April-September)**
  - • Submit application with **preliminary planting plan & budget** (July 13)
  - • Grant award notification (September 15)
  - • Grant recipients eligible for first progress payment (**10%** proposed budget)
- **Phase 2: Project planning (October – December)**
  - • **Detailed planting plan** development
  - • Project workshops (mandatory) (October)
  - • Submit detailed planting plan & final budget (November 22)
  - • Plans approved (December 20)
  - • Grantees eligible for second progress payment (**40%** final budget)

# Project Development: Phase 1-Application

## 1. Identify **locations** for planting trees.

- Eligible areas:
  - owned by public school district, county college, state college/university
  - municipal, county, state, federal land adjacent &/or used by students
- Ineligible areas:
  - private land
  - forested areas
- Siting considerations include:
  - Permanence (maintenance responsibility, potential future building)
  - Space for trees w/o infrastructure conflicts (see program webpage)
  - Value of shade+: walkways/waiting areas, playgrounds/playing fields, outdoor seating/classrooms; buildings (energy savings), heat islands



# Grant Application (*con't.*)

2. Obtain authorization for application & commitment to maintain trees: School Board resolution or signed memo (fiscal authority).
  - Due **August 7** (nearly 4 weeks after grant deadline)
  - Obtain MoA or letter of permission to plant on public property, if relevant
  - **Conservation restriction** (30-year tree protection) due by project end (2026)
3. Form a team, including project manager, facilities/grounds.
  - **Schools!** Partner w/ municipal shade tree commission, Env. Commission, non-profit (watershed, conservation+) organizations, colleges/universities
4. Develop a preliminary planting plan

# Eligible Project Expenses

- Planting material & planting cost
  - Trees: balled & burlapped, container, bareroot: 1.5 -3.0” caliper
  - Only tree species (no shrubs); native preferred; no invasives.
  - Labor: sub-contracts, hired hourly, volunteer
  - (or staff, under Personnel)
- Site preparation
  - Soil testing & amendments; structural soil
  - Removal of impervious surfaces, such as concrete
  - Establishment tree pits & beds
  - Removal of stumps & trees to prepare for replacement trees
- Supplies
  - Mulch, compost, stakes, irrigator bags, deer tubes or fencing



# Eligible Project Expenses (*con't.*)

- Equipment
  - Purchase, rental, repair costs for tree planting & maintenance
- Maintenance cost
  - Same options as with planting; contracts may be bundled
- Consultant
  - Professional planting design & supervision  $\leq 10\%$  of project cost
- Personnel Costs
  - Salaries, benefits, wages for project work, e.g., site preparation, watering
- Indirect costs
  - Administrative costs (overheads)  $\leq 10\%$  of project cost

❖ ***Cost-effectiveness (trees (carbon) per \$) = factor in grant selection***

# Preliminary Planting Plan – Site Info

- See template spreadsheet provided in application information package.
- Instructions for schools and for colleges found on worksheet tabs.

Site Information						
Site Name	Site Physical Address	Site GPS Coordinates (Lat/Long of <u>one</u> point)	Estimated # of Small Trees	Estimated # of Medium Trees	Estimated # of Large Trees	Site Prep Needed
Little Red School House Elementary School	123 Address Lane, Ewing, NJ 08560	40.2600, 74.7909	10	20	20	remove concrete, install 20 tree pits, soil testing & amendment

**Small Trees** = species/varieties reported to reach **10-30 feet** typical mature height (e.g., redbud, crabapple)

**Medium Trees** = height **30-50 feet** (magnolias, ironwood)

**Large Trees** = shade trees & conifers, height **50+ feet** (oaks, lindens, pine)



# Preliminary Plan – Project classification

- Applications receive extra points in grant selection & access to 40% of total grant funds if trees planted at one or more schools/campus properties are located in [overburdened communities](#) (DEP).
- **Use** [mapping tool](#) to determine this status.

All Applicants	School District Applicants Only
Is this site located in, or partially in, an overburdened community? (Y/N)	Is the school district located in a municipality that is one of the 75 most heavily impacted by lack of tree cover and a high proportion of impervious surfaces? (Y/N)
Y	N

- See Appendix 1 to see if *school district* is in a “severely impacted” municipality.
- If both answers are “Yes” then application will receive additional extra points.

# Preliminary Plan – Co-benefits

- **Co-benefits** = social, economic or environmental benefits of the project other than increased carbon sequestration.

Co-Benefits: Will the trees that will be planted at <u>this site</u> :								
Improve “tree equity” by improving access in areas lacking trees/green spaces? <i>(If yes, enter 1)</i>	Create new or improved outdoor recreation or teaching/learning space? <i>(If yes, enter 1)</i>	Provide shade in paved areas & reduce the heat island effect? <i>(If yes, enter 1)</i>	Provide shade to buildings, saving energy & money? <i>(If yes, enter 1)</i>	Increase resilience: reduce impervious surfaces & improve <u>stormwater</u> interception? <i>(If yes, enter 1)</i>	Improve water quality by filtering rainwater? <i>(If yes, enter 1)</i>	Improve air quality by filtering the air? <i>(If yes, enter 1)</i>	Enhance habitat for birds, insects & other species? <i>(If yes, enter 1)</i>	Comments <i>(Explain highly significant or additional project co-benefits)</i>
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- The application provides other places to describe educational and research benefits.

# Preliminary Budget

- See template spreadsheet provided in application information package.
- May use **UNIT COST SHEET** for estimated costs (see **FAQ**).

## A . TREES AND TREE-PLANTING

Assume planting material is 2-2.5" B&B or else use planned type and actual cost.

Item	Type & Size of Planting Stock	Est. Unit Cost	Qty.	Total Est. Cost
Number (#) Large Trees	2-2.5" caliper Balled & Burlapped (B&B)	\$ -		\$ -
# Medium Trees	2-2.5" B&B	\$ -		\$ -
# Small Trees	2-2.5" B&B	\$ -		\$ -
# Other		\$ -		\$ -
Per tree cost of planting	(all trees)	\$ -		\$ -
			Sub-total	\$



# Application Demo



## Trees for Schools

**Energy Technical Assistance for Municipalities and School Districts**

## EmPowered Schools

> **Thinking about Applying for Grants?**

> **Grant Recipient Information**

**Previous Recipients & Projects**



## Trees for Schools: Tree-planting Grants for New Jersey Public Schools, Colleges, and Universities

The Trees for Schools program will provide \$2.5 million in grants to New Jersey public school districts, county colleges, and state colleges and universities to fund the planting of trees on campuses across the state.

Competitive grants of \$10,000 to \$500,000 will fund costs associated with planning, site preparation, trees, planting, watering, monitoring, and related expenses over a three-year period.



# “Living” FAQ Available

Trees for Schools FAQ ☆ 📁 ☁




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**Link:**  
[bit.ly/TreesForSchoolsFAQ](https://bit.ly/TreesForSchoolsFAQ)

FAQ will be updated periodically, so check back occasionally for more guidance



*Trees for Schools:*  
**Tree-planting Grants for New Jersey Public Schools, Colleges, and Universities**

*Frequently Asked Questions*  
*Last Updated: 4/26/2023*

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# Application Submitted Online

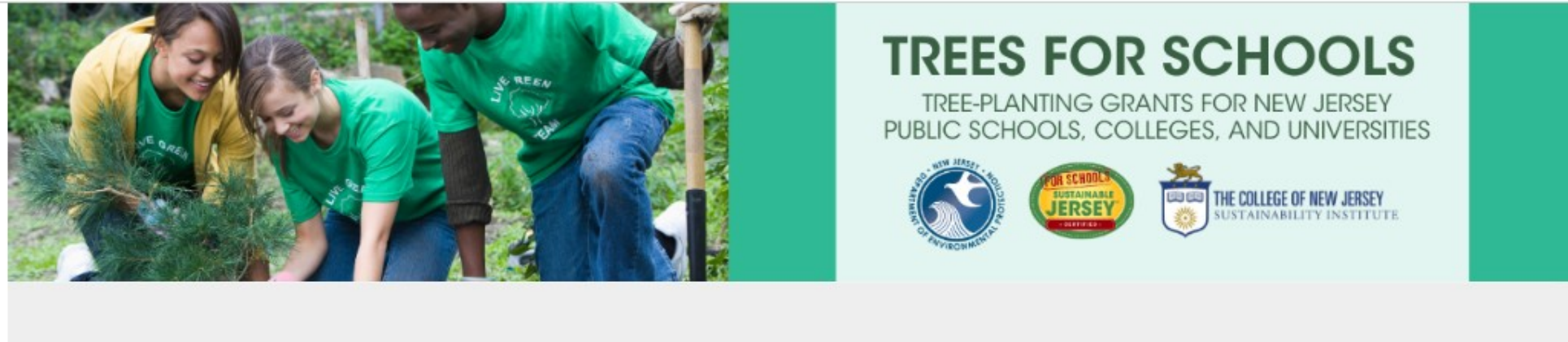
webportalapp.com/sp/login/treesfornjschools

## Deadline:

Thursday, July 13,  
2023, at 11:59pm

## App Link:

<https://webportalapp.com/sp/treesfornjschools>



### Trees for Schools Program Account

This account can be used to submit an application to participate in the Trees for Schools: Tree-planting Grants for New Jersey Public Schools, Colleges and Universities program funded by the New Jersey Department of Environmental Protection and administered by the Sustainability Institute at The College of New Jersey.

Learn more about the program [here](#) in the Application Information Packet. Applications are due Thursday, July 13, 2023.

### Sign In

Email

Password

Log In

[Forgot your password?](#)

### Need an Account?

Sign Up

## Sign Up

Enter an email address and choose a password to create a new account.

Email

Password

- ✱ Must contain at least one lowercase letter
- ✱ Must contain at least one uppercase letter
- ✱ Must contain one number
- ✱ Must be between 8 and 32 characters
- ✱ Must not be an email address

Confirm password

- ✱ Passwords must match

Sign Up

## PRIMARY CONTACT

**MUST be a college, university or school district employee.** If working with a consultant who plans on submitting the application on behalf of the applicant, they should submit it using a grant account with a proper primary contact.

This is the primary person Sustainable Jersey will correspond with regarding this application and any subsequent award.

Homepage

Welcome, kaitlyn.vollmer@gmail.com

Thank you for signing up for a Trees for Schools account! As the **primary contact**, you will use this account to submit your grant application or, if awarded the grant, any required reporting documents. Before moving forward with an application, you must first create a Profile for your account.

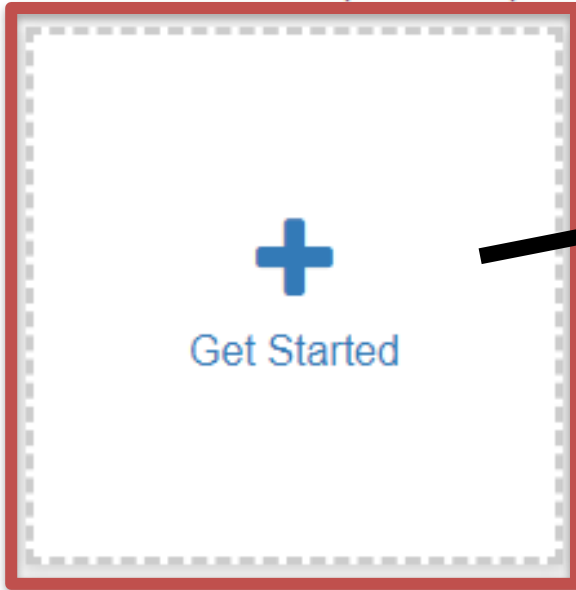
Please click "**Create a Profile to Get Started**" to begin. You can always edit your Profile by clicking "Edit".

You cannot move forward until you have completed your Profile.

[Create a Profile to Get Started](#)

Thank you for filling out the profile form for your account. Below you will find buttons that will allow you to do the following:

- Use the "get started" button to create a new grant application.
- If awarded, complete the reporting requirements.



## TWO PART APPLICATION

You will not be able to see section two until you complete section one. Section two is not due until **8/7/23** to provide additional time for grant proposal authorization from the appropriate entity.

### Submit Grant Application by 7/13/23

Please complete Section One: Application. This section must be submitted by the end of the day on July 13, 2023.

There are 56 days remaining to submit this.

Submit  
Section One:  
Application

#### Application

Action Required

Open

Complete this form to submit an application. It is recommended that you review the [Application Information Packet](#) before completing this step.

### Submit Grant Authorization by 8/7/23

Edit | ⌚

This has been submitted.

Thank you for completing Section Two: Grant Authorization. The application is now complete. You will be contacted if any additional information is needed. A submission confirmation email will be sent to the primary contact.

#### Grant Authorization

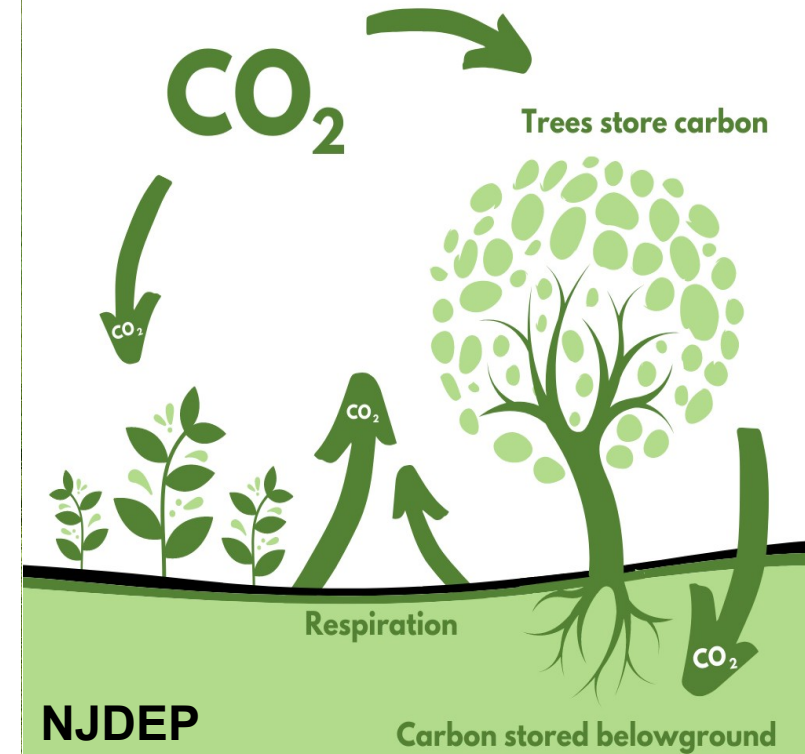
View

Complete this form requesting a signed and dated grant authorization document and additional authorization documentation, if applicable.



# Evaluation criteria for Grant Selection

1. Carbon Sequestration Potential (up to 15 Points)
  - Total CO<sub>2</sub> project is projected to sequester over 30 years
2. Cost Effectiveness (up to 15 Points)
  - Preliminary budget total/carbon sequestration potential
3. Overburdened Community (up to 15 Points)
  - One or more project sites in census block group designated as an OBC by DEP
4. Impacted Overburdened Community (up to 25 Points)
  - Above applies & school district (*only*) is in a “severely impacted” municipality



# More evaluation criteria

5. Co-Benefits (up to 15 Points)
6. Evidence of Tree Maintenance & Stewardship Commitment (10 points)
7. Capacity & Support (10 Points)
  - Successful completion of similar or other grant-funded projects
  - Tree maintenance track record, staff & systems; grant addresses gaps
  - Partner organizations show support & add capacity to project team
8. Project Readiness & Feasibility (up to 10 points)
9. Educational Value & Student Involvement (Bonus: 10 points)
  - Student involvement in project; integration in curriculum



# Phases 3 & 4 - Installation & Maintenance

1. Trees are planted. March-May 2024
2. Post-planting & expenditure report. July 2024
  - Grantees eligible to receive **30%** budget upon receipt of report
3. Final monitoring report: tree survival and condition. July 2026
  - If tree survival **< 85%**, justification required, or funding may be withheld.
  - Staff/consultants inspect 20% randomly selected projects for tree survival.
  - Grantees receive **final payment** upon approval of report and conservation restriction.



# Thank You!

To ask questions, please either:

- Raise your hand (to ask question verbally)
  - Make sure to unmute yourself using the green microphone button
  - If calling in via the telephone, make sure you input the audio code: **826-842-131**
- Type your question in the question box





# Contact Us



**Questions about the  
project or grant application  
content?**

Melanie McDermott  
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mcdermom@tcnj.edu  
609-771-2836



**Questions about the online  
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