

TreeVitalize Philadelphia Street Tree Planting Program 2008

ABOUT THE PROGRAM

The TreeVitalize 2008 Philadelphia Street Tree Planting Program will support neighborhood volunteer tree planting by supplying trees and limited services to help prepare planting locations. This year, TreeVitalize has an open application process. Organizations and groups from across Philadelphia that are willing and able to organize **a neighborhood volunteer tree planting event of at least 10 trees** are invited to apply. Submitting an application does not guarantee your group will receive trees. Eligibility and selection criteria are described below. Funding for seasonal plantings is limited. **Completed applications, along with signed property owner tree request forms, must be received no later than 5:00 pm on May 1, 2008 at PHS offices, 100 N. 20th Street, Philadelphia, PA 19103.**

ABOUT THE PARTNERS

TreeVitalize is a program of the Pennsylvania Department of Conservation and Natural Resources started in 2005 to increase the region's tree canopy. **The Pennsylvania Horticultural Society** is the lead partner for TreeVitalize in Southeast PA through its **Philadelphia Green** urban community greening program. PHS is a private non-profit organization that motivates people to improve the quality of life and create a sense of community through horticulture. **Tree Tenders** is a PHS training program offering free classes on tree biology, identification, planting, and proper care. The Tree Tenders program also works with community groups to develop their organizing skills.

To be eligible, your neighborhood group must:

- Secure a minimum of 10 tree request forms, signed by property owners. (There must be a signed form for each tree your group requests.)
- Be prepared to organize and mobilize volunteers to conduct the tree planting.
- Agree to provide watering and basic care for the first two years of establishment.
- Have three or more group representatives receive Tree Tenders training on tree planting and basic tree care (or have at least one well-qualified leader, as described below).

If approved, your group will receive:

- Between 10 and 100 trees to plant in your neighborhood, based on your group's request, capacity, and level of experience. The number, species, and type of stock (balled & burlap, container, or bare root) of trees awarded will be determined by Fairmount Park and TreeVitalize staff.
- Cutting and removal of pavement, as needed.
- Tree stakes, ties, mulch, and "gator bags" or watering buckets, as needed.
- Priority enrollment for free Tree Tenders training, offered seasonally at various locations.

Application process

The deadline for the current cycle of TreeVitalize Philadelphia applications is May 1, 2008 for plantings in Fall 2008. (Applications for the Spring 2009 planting season will be due in September 2008.)

Groups will choose or be assigned to one of the following levels:

- **Acorns** (beginner) – groups with little or no experience organizing volunteer tree plantings; eligible for 10-25 trees.
- **Saplings** (intermediate) – groups that have successfully completed at least one volunteer planting event with 25 or more trees; eligible for 25-50 trees.
- **Oaks** (advanced) – groups that have successfully completed two or more volunteer planting events including one with 50 or more trees; eligible for 50-100 trees.

Steps to success:

- 1) Identify group leaders to serve as your primary “sponsoring applicant.” Your team must have either (a) at least three graduates of Tree Tender training, (b) three applicants who agree to attend Tree Tender training, or (c) at least one leader with accredited training in urban forestry and arboriculture or special knowledge of those subjects.
- 2) Attend a “Pre-Application Workshop,” to be held at PHS on **Thursday, March 20, 2008**. The workshop is not mandatory, but is designed to help potential applicants understand and complete the application process successfully. (RSVP to attend either the 12:00-1:00 pm or the 6:00-7:00 pm session. See address and contact information on last page.)
- 3) Survey your planting area with your team to assess tree planting opportunities.
- 4) Find out which property owners are interested in having trees planted on the curb, in front of their properties, or in their front yards (within 10 feet of the curb).
- 5) Have each interested property owner complete and sign a “Request to Plant a Street Tree in Philadelphia” form. **Make sure your team and property owners understand that not everyone requesting a tree will be able to receive one**, due to regulations, site conditions, and limited resources.
- 6) Fill out the attached “TreeVitalize Philadelphia 2008 Tree Planting Application” and **send it to the Pennsylvania Horticultural Society by May 1**, along with copies of all signed and completed “Request to Plant a Street Tree in Philadelphia” forms. The number of trees requested in your application should match the total number of trees on the submitted request forms. (Note: Keep copies of all tree request forms for your records.)

Approved applicants will be notified in July 2008 or earlier, if possible.

If your application is approved, you agree to:

- Work with a TreeVitalize Coordinator who will assess your needs and skill level and help assure a successful project.
- Keep your community informed about all phases of the project (Fairmount Park permit approvals and denials, tree delivery and planting dates, maintenance reminders, etc.).
- Keep records on tree requests.
- Recruit and organize volunteers, and arrange for all necessary tools and supplies for the tree planting event.
- Receive trees for planting. (The number, species, and type of stock – balled & burlap, container, or bare root – of trees awarded will be determined by Fairmount Park and TreeVitalize staff.)
- Be responsible for watering and maintenance, especially during the critical first two years of establishment.

If your application is not approved this season, you will:

- Have the opportunity for priority enrollment at the next free Tree Tenders training in your area. (Groups with three TreeTender graduates will improve their chances for a successful application.)
- Be directed to Fairmount Park and the City of Philadelphia's tree planting program, if appropriate. (See www.fairmountpark.org for information.)
- Be invited to submit an application in the next cycle.

Applications (with signed request forms) are due to PHS no later than 5:00 pm, May 1, 2008.

Send to:

TreeVitalize Philadelphia
Pennsylvania Horticultural Society
100 N. 20th St, 5th flr
Philadelphia, PA 19103

If you have questions, contact:

Michael Leff, PHS
phone: 215-988-8795
email: mleff@pennhort.org

For more information about TreeTenders, or to reserve a space in upcoming TreeTender training programs, contact PHS Education Services (dwaters@pennhort.org, 215-988-8845) or check our website: www.pennsylvaniahorticulturalsociety.org

TreeVitalize Philadelphia 2008 Tree Planting Application

Applications (with signed tree request forms) must be received at PHS, 100 N. 20th Street, Philadelphia, PA 19103 by 5:00 pm May 1, 2008.

Note: You can complete this form on your computer, or print it out first and complete it by hand. Either way, mail the completed form (along with signed tree request forms) to the address listed at the end of the application.

APPLICANT INFORMATION

Primary Contact / Group Leader

Name	TreeTender graduate Yes <input type="checkbox"/> No <input type="checkbox"/>
Group/Neighborhood	
Address	
Phone	Cell
Email	

Additional Tree Planting Committee Members

(One group leader and two supporting participants are required)

Name	TreeTender graduate Yes <input type="checkbox"/> No <input type="checkbox"/>
Group/Neighborhood	
Address	
Phone	Cell
Email	

Name	TreeTender graduate Yes <input type="checkbox"/> No <input type="checkbox"/>
Group/Neighborhood	
Address	
Phone	Cell
Email	

Total number of signed "Request to Plant a Street Tree in Philadelphia" forms attached: _____

GROUP EXPERIENCE AND QUALIFICATIONS

Does your group include three TreeTender graduates? Yes No

Does the group leader have accredited training in urban forestry and arboriculture or special knowledge of those subjects? Yes No

Has your group organized a volunteer tree planting before? Yes No

If yes, please describe:

The number of tree planting events your group has sponsored: _____

Number of trees planted: _____

Type of nursery stock: Balled & burlap Container Bare root

Planting method: Volunteers Contractor

The arrangements for watering and care of the trees planted:

The percentage of trees planted that survived the first two years:

Other details or comments:

How would you describe your group's experience level?

Acorn (small group with little or no experience planting trees; eligible for 10-25 trees)

Sapling (some experience with at least one successful volunteer planting event of >25 trees; eligible for 25-50 trees)

Oak (highly experienced with two or more major volunteer planting events; eligible for 50-100 trees)

How many volunteers do you expect to participate in your tree planting? _____

How many skilled leaders will you have at the planting event to help direct and support volunteers? _____

Will you need help from additional skilled coordinators? Yes No

Do you have access to enough tools to accomplish the plantings? Yes No

Describe:

Do you have a place to store the trees prior to planting? Yes No

Describe:

Is your group willing and able to plant trees in inclement weather? Yes No

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PROPERTY OWNER REQUEST TO PLANT A STREET TREE IN PHILADELPHIA

Return completed and signed form to:

Please return completed form by (due date):

Contact phone

email

for assistance or information.

Property owner initial all that apply and sign below:

* agreement is required to qualify

_____ I have read and understand the terms described in “Agreement to Plant a Street Tree.” *

_____ I agree to share in the responsibility to care for the requested tree(s).*

_____ I understand my site requires removing concrete, sidewalk or paving materials in order to plant this tree and I give permission to have this done as specified below. *

_____ I am willing to volunteer to help plant my tree.

_____ I am willing to help care for other trees in my neighborhood.

Address of tree planting location: _____

Property Owner Name (print) _____

Signature of Property Owner _____ **Date** _____

Phone # _____ Email _____

Property Owner Mailing Address (street, city, state, zip code) if different from the location above:

1) **Street Tree planting location:** Front of property Side of property _____ Street

Yard Tree planting location: In my front yard In my side yard

All yard trees must be within 10 feet of the street. Care and maintenance of yard trees are the sole responsibility of the property owner.

2) **This site requires cutting or expanding a tree pit** and removal of concrete or other material

Finish size of the tree pit _____ feet x _____ feet (minimum planting area = 9 square feet)

3) **Site restrictions:** Overhead wires Other (describe below)

4) **Comments:** _____



Property Owners - Keep this page for your records

Agreement to Plant a Street Tree in Philadelphia

TreeVitalize, a partnership to restore tree cover in Southeast PA, invites you to join in the effort by planting a tree on your property. If you would like to participate, please read and sign the attached “Request to Plant a Street Tree in Philadelphia.” Street trees are defined as trees planted between a street curb and sidewalk. TreeVitalize also supports a limited number of trees planted in front yards where the tree provides a benefit to the public right-of-way.

By signing the Request to Plant a Street Tree in Philadelphia, you, the property owner, agree that:

- ✿ An arborist from the Fairmount Park Commission will inspect your location and determine whether it is an appropriate site for a tree(s) to be planted.
- ✿ Fairmount Park and TreeVitalize will determine an appropriate tree species for your location.
- ✿ If the site requires it, you give permission for a tree pit to be cut in your sidewalk or pavement.
- ✿ You will water the tree (15-20 gallons per week– the cost is less than \$1 per year) March through December for two years.
- ✿ You will protect your tree from damage by cars, lawn mowers, etc.
- ✿ You will notify the Fairmount Park Commission if the tree appears to be sick or damaged.
- ✿ If you cancel the tree installation after signing this form and the pavement has been cut, you will be responsible for replacing the pavement at your expense.

You understand that:

- ✿ Your request for a tree may be denied - not all sites are appropriate for tree planting.
- ✿ Street trees are the property and responsibility of the Fairmount Park Commission. Trees planted in your yard are the responsibility of the property owner.
- ✿ Only Fairmount Park Commission can authorize major pruning or removal of street trees.

The Benefits of Trees

- Increase property values
- Bring beauty and character to neighborhoods
- Save energy, cut heating and air-conditioning costs
- Shade and cool neighborhoods reducing temperatures on the hottest summer days
- Clean pollutants out of the air and water
- Reduce storm water runoff
- Buffer and reduce noise
- Promote community interaction, renewal
- Provide habitat for birds and wildlife

TreeVitalize is a public/private partnership spearheaded by the Pennsylvania Department of Conservation and Natural Resources (DCNR). The partnership is working to restore tree cover in Southeastern Pennsylvania where more than 5 million trees have been lost in the past 15 years. For more information visit: www.treevitalize.net.