

N.C Forest Service Urban and Community Forestry Financial Assistance Program
Request for Applications
Professional Staff Development Assistance



This RFA offers financial assistance for staff of eligible organizations to obtain a professional urban and community forestry credential.

- Eligible organizations
 - Municipalities and tribal governments that do not have staff with professional urban forestry credentials
- Application period
 - The application is always open.
- Eligible credentials and expenses
 - Eligible credentials
 - International Society of Arboriculture (ISA)
 - [Certified urban forest professional](#)
 - [Tree risk assessment qualification \(TRAQ\)](#)
 - Society of American Foresters (SAF)
 - [Certified urban and community forester](#)
 - Eligible expenses
 - Credentialing fees and associated training materials
 - Tree risk assessment qualification
 - TRAQ three-day course for new applicants
 - Travel, lodging and per diem, if required
 - Training must take place in North Carolina or adjoining states
- Award and agreement
 - Awards will be made on a first-come, first-served basis as funding is available.
 - If applications exceed available funding, awards will be made in accordance with the award criteria outlined on our [Financial Assistance webpage](#).
 - The awardee will enter an agreement with the N.C. Forest Service.
 - An awardee will pay the expenses required to obtain the credential and will be reimbursed for the eligible expenses as defined by the agreement.
 - The staff person earning the credential must be currently serving in a role that affects the urban and community forestry activities of the municipality.
 - The municipality will agree to facilitate the maintenance of the staff person's credential for as long as they continue to work for the municipality in a capacity that supports the urban and community forestry activities of the community.
- Application
 - The application is an online electronic application.
 - A copy of the electronic application for planning purposes is available on the [U&CF Resources and Specifications webpage](#) in the Financial Assistance section.

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- Prepare application responses and the other required documentation before opening the application for completion. The application must be completed and submitted in one online session.
- The following information will be required to complete your application.
 - Answers to all application questions.
 - Confirmation that prerequisite qualifications for the desired credential have been reviewed, and that the staff member qualifies.
 - A letter from a supervisor authorizing the candidate's application, describing why it is relevant to the candidate's role and how it would benefit the community, and committing to facilitate the staff person's maintenance of the credential for as long as they continue to work for the municipality in a capacity that supports the urban and community forestry activities of the community.
 - Name of the NCFSS county ranger who you have contacted and informed of your intent to submit this application.

[Apply for Professional Staff Development Assistance by clicking here](#)