



This template is provided for informational purposes and to specify our requirements for an urban forestry management plan funded by our Financial Assistance Program. The audience of a management plan is the municipality's public officials and staff. These plans typically span a five-year period but may be shorter depending on the scope of work to complete and the community's capacity. All plans should be right sized for the community based on needs and capacity, and simpler is always better. The following are the elements of an urban forest management plan.

- Resource assessment – a review and assessment of the following resources to identify assets, challenges, needs and set priorities. The depth and complexity of this review is contingent on the size of a municipality and its management status. Small municipalities (urban forests) are simpler to manage versus large municipalities. Formative communities need to focus on managing public trees first and on building management foundations. Managing communities have the foundations to manage more ambitious urban forestry objectives.
 - Urban forest – this assessment should be based on tree inventory or canopy cover assessment data that was collected within the last few years.
 - Trees on public property – first priority
 - Street trees
 - Park trees
 - Public properties
 - Trees on private property
 - Policy
 - Service delivery – policies defining the conditions required to prune, remove and plant trees, and service delivery expectations.
 - Ordinances
 - Public trees – directing the management of trees on public property
 - Tree conservation during development
 - Other
 - Standards & specifications
 - Management – practices, plans, organizational design, staffing, expertise, equipment
 - Leadership
 - Administration
 - Communications
 - Operations
 - Maintenance



- Planting
 - Storm response
 - Protection
 - Financial resources
- Plan goal
 - A broad statement of the major U&CF practices and/or activities that will be accomplished at the end of the plan to address the needs and capitalize on the opportunities.
- Work plan -- Objectives and tasks to address the needs found in the resource assessment for each of the resource assessment areas.
 - Objectives
 - An objective is a statement that summarizes the accomplishment of project deliverables (practices/activities) and completion of a project phase/milestone.
 - Tasks
 - Tasks are specific actions or processes that need to be taken to complete the project objective. They should be specific, and each task should explain what will occur and who will complete it.
- Budget
 - An annual operating budget
 - A management plan budget