



This assistance package is designed to help municipalities that have achieved Tree City USA standards meet tree planting needs in a localized area to mitigate adverse environmental conditions. This package includes cost share assistance to develop tree planting and post care plans, plant of 50-100 trees and an outreach program to engage and educate the public about the project.

- Eligible organizations
  - Municipalities and tribal governments that meet the standards for Tree City USA recognition.
- Application period
  - The application period opens Dec. 1, 2026, and closes Jan. 1, 2027.
- Eligible project practices/activities/deliverables -- Engage a qualified professional(s) to guide you and complete the following practices and activities. Guidance for identifying and securing urban forestry professionals can be found on our [Urban Forestry Professionals webpage](#), and minimum qualifications for professionals can be found on our [Financial Assistance Program webpage](#). Specifications and guidance documents can be found on our [U&CF Resources and Specifications webpage](#) under the urban forestry section.
  - Outreach – An outreach program plan and product(s) and/or event(s) that engage, educate and inform the public about the project.
  - Tree planting and post-planting care plans
    - A plan detailing the location, tree species to be planted and post-planting care. Tree planting site and tree species selection must meet tree planting best management practices as defined by the [NCFS U&CF Urban Forestation and Tree Planting webpage](#), specifications and guidance documents.
  - Tree planting – Complete the tree planting work.
    - Plant 50-100, 2-2 ½ inch container or B&B trees
    - Tree supply and planting specifications - Use of the NCFS U&CF tree supply and planting specifications or approved equivalent is required.
    - Tree species to be planted must be on the NCFS urban tree list.
    - Two-year warranty of tree plantings is required.
    - Post-planting watering services are eligible during the contract term.
    - Tree delivery inspection report – A quality assurance inspection and report of trees purchased completed by a qualified urban forestry professional is required.
    - Tree planting inspection report - A quality assurance inspection and report of tree planting work completed by a qualified urban forestry professional is required.
      - Supervision of the tree planting work by an urban forestry professional is required.



- Final report - A professionally published two-to-eight-page infographic-style report summarizing and illustrating the project need, goal, objectives and accomplishments is required.
- Funding program and requirements
  - Requirements
    - Tribal government or a municipality.
    - Cost share %
      - Reimbursement of 75% of eligible purchased goods and services.
    - Indirect administration – 15% de minimis/total purchased goods and services.
    - \$800,000 in assistance is available for award.
  - This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance agreement 3D25824 to the North Carolina Department of Natural and Cultural Resources. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the Environmental Protection Agency endorse trade names or recommend the use of commercial products mentioned in this document, as well as any images, video, text, or other content created by generative artificial intelligence tools, nor does any such content necessarily reflect the views and policies of the Environmental Protection Agency.
- Award, grant contracts and schedules
  - Project/grant contract duration will be one year.
  - Award criteria – See our [Financial Assistance Program webpage](#) for awarding information.
    - Technical merit measures of an application are further defined as follows.
      - Is the proposed project area is largely void of trees.
      - Will tree plantings shade, pavement, buildings and/or areas where people congregate such as playgrounds or picnic areas.
      - Will the proposed plantings mitigate stormwater runoff or flooding.
      - Professional studies or documentation supporting the project area is subject to adverse environmental conditions.
  - Applicants should plan for a project start date of July 1, 2027.
  - Conditional award notices will be issued by Feb. 28, 2027. Final awardees will enter a grant contract with the N.C. Forest Service.
  - Working with the NCFS U&CF program, conditional awardees must complete all work necessary to execute the grant contract by April 30, 2027.



- The awardee will complete the work, pay for the agreed goods and services and submit a reimbursement request to the NCFS U&CF program for approval and payment.
- Reporting
  - Reporting instructions and documents can be found at [NCFS U&CF Resources and Specifications](#) webpage under the financial assistance section.
  - Awardees will be required to maintain and submit documentation proving project expenses, provide interim progress reports, deliverable accomplishment and a final report in accordance with respective federal ([Code of Federal Regulations](#)), state and N.C. Forest Service policies and procedures. Reporting instructions and documents can be found on our [U&CF Resources and Specifications](#) webpage under the financial assistance section.

➤ **Application**

- The application is an online electronic application.
- A copy of the application for planning purposes is available on the [U&CF Resources and Specifications webpage](#) under the financial assistance section.
- Prepare your application responses and required documents before opening the online application for completion. The application must be completed and submitted in one online session.
- The following information will be required to complete your application.
  - A single proposal/quote for services from a consultant(s) to guide the municipality, and complete the project practices/activities/deliverables.
  - Quotes from providers for goods or services not provided by the consultant(s) for notation in your budget form.
  - A list of your project team members' names, titles and project roles.
  - Needs and opportunities narrative statement.
  - Aerial photograph with the project area delineated
  - Project deliverables schedule by project quarter.
    - List of the practices/activities/deliverables that will be completed in the project quarter.
    - Narrative describing the work that will be accomplished.
  - Project cost and completed RFA Budget Form – Cost Share.
  - Name of the NCFS county ranger who you have contacted and informed of your intent to submit this application.
- Click the link below to begin when you are ready to apply.

**[Apply for ACC CPRG Tree Planting Project by clicking here](#)**