



America the Beautiful Grant Program

I am pleased to provide you with information concerning the America the Beautiful (ATB) Grant Program. Through the ATB Grant Program, the Connecticut Department of Energy and Environmental Protection, Division of Forestry (DEEP Forestry) makes funding available to municipalities and non-profit organizations for the purpose of advancing urban forestry throughout the state. This year \$120,000 in funding is available through this competitive grant program.

In previous years, the USDA Forest Service's State and Private Forestry Program has been the source of the funds for the ATB grant program. The Forest Service State and Private Forestry Program continues to remain a vital partner to DEEP Forestry, providing considerable essential financial support. However, in recent years, funding for the ATB Grants has come from the Regional Greenhouse Gas Initiative (RGGI). DEEP Forestry is very pleased to receive such strong support for urban forestry through the RGGI program.

Please review the attached information package and grant application materials. This is a competitive grant. We encourage applicants to submit applications that are carefully considered and complete. The deadline for submitting an ATB Grant application is January 27, 2016. The completion date for all accepted projects will be June 23, 2017.

ATB Grants can be applied to a wide range of urban forestry projects. Projects must be reflective of the needs of the community and demonstrate the community's commitment to urban forestry. It is our intention through the attached materials to help provide focus regarding the types of projects most appropriate for funding through the ATB program.

The Regional Greenhouse Gas Initiative is a cooperative effort among the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New York, Rhode Island, and Vermont to cap and reduce power sector CO₂ emissions. In view of RGGI's association with power generation and CO₂ reduction, DEEP Forestry has expanded the grant criteria to put a specific focus on reduction of the use of energy. Also, in the wake of the storms of the past few years, additional focus is being placed on roadside tree management. Invasive insects such as the emerald ash borer and the Asian longhorned beetle are also issues of great concern referenced in the grant application materials.

DEEP Forestry has defined seven categories of ATB grants. When submitting an application, an applicant is required to identify one of these seven categories as reflective of the proposal. Further details on these categories are contained within this document. These categories are:

- Inner City Urban Forestry
- Municipal Urban Forestry Planning and Maintenance
- Management of Urban Forest Woodlands
- Planting or Maintenance of Legacy Trees
- Planting or Managing Trees to Reduce Energy Consumption or Increase Carbon Sequestration
- The Management of Roadside Trees for Storm Resistance
- Other, General Urban Forestry Projects

DEEP is committed to reducing the spread of non-native, invasive plants. As such, the ATB Grant Program will not provide funding for the planting of tree or shrub species determined to be non-native and invasive. (See page 7.)

Please mail completed application to: America the Beautiful Attn: Chris Donnelly
DEEP Division of Forestry
79 Elm Street
Hartford, CT 06106-5127

Sincerely,

Christopher Martin
State Forester
Division of Forestry
(860) 424-3630

Overview of the 2016 America the Beautiful Grants

For this year, DEEP Forestry has \$120,000 available in grant funding for urban forestry projects. All grants must be completed by June 23, 2017. No extensions will be given. Funding for this grant program is through the Regional Greenhouse Gas Initiative, in support of the DEEP Division of Forestry's urban forestry efforts. For more details on the RGGI program, visit www.RGGI.org.

Incorporated 501-c non-profit organizations, municipalities and other units of local government are eligible for these grants, providing they possess a Federal Employment Identification Number (FEIN).

Grant requests under the America the Beautiful (ATB) program may be for any amount up to \$12,000. The primary goal of the America the Beautiful Grant Program is to advance urban forestry within the State of Connecticut. Applicants must clearly identify how project proposals will work towards achieving this goal. Grant applicants are encouraged to become familiar with Connecticut's Forest Action Plan, including the vision for urban forestry as described on page 149 of the 2015 revision of that plan. The 2015 Forest Action Plan can be viewed on the DEEP Forestry web site: www.ct.gov/deep/ForestActionPlan.

Grants that are larger in size will not be favored over smaller grants, or vice versa. Applicants are encouraged to keep this in mind when submitting their applications. Please see the Review Criteria listed on page 8.

In most cases, the ATB grants are reimbursement grants. In other words, payment for the granted activity will occur after the grant project has been completed and only for expenditures made by the grant recipient in accordance with the grant agreement. Proof that payments have been made must be submitted before reimbursement will occur. Infrequently, and only when requested as a part of the application process, allowances may be made for the disbursement of a portion of the grant funding prior to the completion of the project. Such allowances will be held to a minimum. Applicants seeking partial payment in advance of completion of the grant must make that request as part of the application process.

Once the successful grant applications have been selected, DEEP Forestry will begin the process of establishing a written contract between DEEP and the grant recipient. Under no circumstances may there be reimbursement for funds expended prior to the completion of the grant paperwork. When this paperwork is complete and the grant contract is fully executed, grant recipients will be notified.

It is a requirement for reimbursement that all expenditures are to be matched 50:50. This match may be a financial match, done through the expenditure of additional funds, or it may be achieved by the in-kind contributions of goods or services. A combination of additional expenditures and in-kind contributions is also acceptable. Grant recipients will not be allowed to use funding from other federal sources as a match for this grant.

To be considered, a copy of the grant application must be received by **4:00 p.m. on Wednesday, January 27, 2016**. Grant applications may be submitted by mail, electronically or by fax. Grant applications may not be more than five pages in length. In addition, the application must include the Application Form that is at the end of this document. All projects must be completed June 23, 2017.

Address for the submission of applications:

America the Beautiful Attn: Chris Donnelly
DEEP Division of Forestry
79 Elm Street
Hartford, CT 06106-5127

FAX: 860-424-4070

Email: chris.donnelly@ct.gov

Application Procedure

All applicants must submit the attached “Application Form”. In addition, all applicants must provide a short summary of their project. This summary, no more than 5 pages in length, must include the following:

- Legal name of applicant
- Federal Employment Identification Number (FEIN)
- Contact name, address, phone number, fax number and e-mail address (as applicable)
- Project Title
- Project Cost
- Requested Grant Amount
- Project Duration
- Purpose and objectives of the project
- A detailed narrative of how the project will be accomplished, not to exceed one page. This narrative should include a description of:
 - ✓ activities proposed
 - ✓ participants in the project
 - ✓ equipment needed (including publications to be used)
 - ✓ project administration
 - ✓ timetables
 - ✓ anticipated end result

Please be clear as to who will have responsibility for what result, and, if a larger project, what specific parts of the whole project are to be considered as part of the grant.

- A detailed summary of the project’s budget. In addition to anticipated expenditures, this budget should indicate how the amount requested in the grant will be matched, and whether this match will occur through additional funds and/or through in-kind services. (Please see sample budget sheet on page 9).
- A description of the benefits that will accrue from this project. These may be benefits to the grant applicant, other local entities, or the community as a whole. Benefits to the local urban forestry program will be of particular interest.

If the project involves tree planting, the following should also be included:

- A site plan. This plan should not exceed 11 X 17 inches in size.
- A list of species to be planted. Species considered to be invasive may not be planted as a part of this grant. Ash trees, which are susceptible to the emerald ash borer, are also not allowed for planting. (Please see the sections on “Invasive Species” and “Emerald Ash Borer and Asian Longhorned Beetle” on page 7.)
- A description of the specifications to be used in the tree planting. It is recommended that these specifications come from publications such as the “Tree Owner’s Manual” (available through CT DEEP Forestry (www.ct.gov/deep/forestry), the University of Connecticut Cooperative Extension Publication “Tree Planting” or the USDA Forest Service pamphlet “Planting Trees in Designed and Built Community Landscapes”. These last two publications are available through the CT Urban Forest Council website: www.cturbanforestcouncil.org. Hard copies are available upon request.
- A detailed 5-year maintenance plan for the trees to be planted, including an indication of the individual, group or department to be responsible for this maintenance. Maintenance plans should include descriptions of who will water these trees and who will be responsible for such activities as pruning the trees following establishment. The “Tree Owner’s Manual” provides excellent post-planting maintenance recommendations.

- A resolution of endorsement from the local government if tree plantings are proposed on municipally owned land by a group other than the town or city owning the land.
- A letter of approval from the Connecticut Department of Transportation if planting is to be done within state highway right-of-ways.

In order to be given consideration, an application must be received by 4:00 p.m. on January 27, 2016.

In determining whether specific activities or costs are allowable for reimbursement or to be considered as match under a grant, DEEP Forestry will follow USDA Forest Service guidelines. Generally, unless integral to the project, hardscape (benches, fences, etc.) and similar improvements to a site other than those directly associated with trees are not allowed. If there are questions on this issue, please contact DEEP Forestry.

Review Process

DEEP Forestry will be responsible for the review of each application and will be responsible for selecting those projects that best meet the goals and criteria of the program. If the total requests for funds exceed available funding, applications will be ranked competitively, with these rankings to be used as the basis of recommendations for funding. These recommendations will be presented to the State Forester for final approval.

Payment Process

Final payment for funds awarded under a grant will be made when each of the following has been met:

- the project has been completed,
- a final report has been received and approved by DEEP, and
- grant expenditures have been matched through additional expenditures, in-kind services or some combination of both.

In the case of a tree-planting project, a representative of DEEP Forestry must also inspect the planting before the project will be considered complete.

The final report is expected to include a brief summary of the project, a table of project expenditures and donated in-kind services, and copies of all invoices and checks associated with the project. Any additional descriptive materials will also be welcome.

Requests for reimbursement may be submitted early for projects completed prior to June 23, 2017. No extensions will be allowed past June 23, 2017.

In cases where this was approved as part of the application process, arrangements for partial payment of the grant prior to completion of the project may be made. In most cases, this will require proof of the expenditures that have occurred. It will also require demonstration of the matching contributions up to that point. The arrangements for such partial reimbursements must be made prior to initiation of the grant.

No reimbursements will be made for any expenditures incurred prior to the grant having been fully executed and the paperwork for the grant being finalized.

Details Regarding the America the Beautiful Grants

In 2010, Connecticut adopted its Forest Action Plan as a guidance document for all forest conservation partners in the state, including the DEEP Division of Forestry. In 2015 this Plan was reviewed and revised. Urban forestry is one of the disciplines discussed within the Forest Action Plan. The plan itself is entitled “Connecticut’s Forest Resource Assessment and Strategy” and can be viewed on the DEEP Forestry web site: www.ct.gov/deep/ForestActionPlan. Potential grant applicants are specifically directed to page 149 of the 2015 revision, which includes the “vision statement” for urban forestry, and pages 164-167, on which the Division of Forestry’s priorities for urban forestry are outlined. Applicants are encouraged to consider this vision and these priorities in developing their application.

DEEP has established the following seven categories of ATB grants. These categories are included in order to encourage creative thinking regarding potential projects and also to help convey an understanding of the types of projects that DEEP is most apt to consider as being in line with the state's urban forestry goals:

- Inner City Urban Forestry
- Municipal Urban Forestry Planning and Maintenance
- Management of Urban Forest Woodlands
- Planting or Maintenance of Legacy Trees
- Planting or Managing Trees to Reduce Energy Consumption or Increase Carbon Sequestration
- The Management of Roadside Trees for Storm Resistance
- Other, General Urban Forestry Projects

Descriptions of the Individual Categories

Inner City Urban Forestry Grant: The purpose of this category of the ATB Grant Program is to strengthen urban forestry in Connecticut's inner city communities. The specific targets for these grants are the older neighborhoods in Connecticut's cities. Grants may be used for tree planting, tree maintenance, urban forestry planning, educational programs that advance urban forestry or other, similar purposes. Favorable consideration will be given to applications that seek to enhance local involvement in urban forestry. In order to be considered, an application must list a definable accomplishment that will result from grant activities.

Municipal Urban Forestry Planning and Maintenance: The purpose of this grant category is to encourage municipalities to better plan the management and maintenance of their urban forests, so that maintenance of public trees in these municipalities will be increased. Projects such as inventories and assessments, the initiation or development of specific maintenance programs such as street tree pruning, the development of a comprehensive municipal forest plan or other, similar projects will be considered under this category. Projects that promote the use of trees as green infrastructure, such as in reducing storm water runoff, air pollution reduction or the mitigation of the urban island effect, will also be considered in this category, as will those that make use of the US Forest Service i-Tree tools (please see www.itreetools.org) or that assess the state of the urban tree canopy cover (UTC). Non-profit organizations may apply through this category, but they must demonstrate that they have the cooperation of the municipality involved and that the project will directly benefit the municipality's tree management program.

Invasive insects such as the emerald ash borer and other potential threats to the health of trees in the urban forest are of high concern in Connecticut. Proposed projects that seek to deal with these threats, including planning projects, can be considered as a sub-category within this category.

The Management of Urban Forest Woodlands: Many urban woodlands, such as those found in public parks, suffer from extensive neglect and abuse. The purpose of this grant category is to assist municipalities and others in addressing the problems found all-too-commonly in these woodlands. In this category, projects such as urban woodland cleanup and restoration, control of invasive plants, and the protection of woodlands from abuses such as littering or vandalism will be considered. Projects that encourage the use of these lands in a manner compatible with their remaining as woodlands are welcome provided there is an urban forestry benefit in this use (e.g., forestry education). Funds may be used for the development of a plan that will establish a maintenance and management program on these woodlands. However, grants cannot be used to fund revenue-producing activities, such as forest harvesting. If an established management plan already exists or a planning component is included in the proposed project, this will be viewed favorably in the review of a grant application.

The Planting or Maintenance of Legacy Trees: The purpose of this category is to encourage the planting of new and the maintenance of existing large shade trees in our cities and towns. Applications will only be considered for projects involving trees on public property or for which a clear plan is included that creates

responsibility for the establishment and early care of these trees. Tree species to be planted must have the potential to grow into large shade trees. These trees must also be planted in the right place, so as to be able to grow to maturity without interfering with existing infrastructure such as overhead utility wires. A description of how these trees will be maintained and managed over the long-term must be included in the grant application.

Maintenance work on existing young trees may be included in this category. Over the past several years, communities have done an excellent job in planting those trees that will be the canopy trees of the future urban forest. Proper pruning of these trees while young is one of the most effective steps an urban forest manager can do to help ensure that these trees are well formed and structural strong as they become large. Proposals to maintain young trees so that they become stronger and healthier mature trees are encouraged.

Planting or Managing Trees to Reduce Energy Consumption or Increase Carbon Sequestration: Properly placed trees can be highly effective in reducing the consumption of energy, including energy generated by fossil fuels. This reduction in energy demand can come from the direct cooling provided by trees through shading of people and structures, or from trees acting as windbreaks in the winter, thus reducing heating costs. The effects can also be more subtle, such as through tree plantings that encourage people to stay local, thus reducing the consumption of gasoline in cars. Projects that involve ways to increase the sequestration of carbon locally or that extend the storage of carbon as wood from the urban forest may also be considered under this category. Examples include the creative use of wood from the urban forest as a construction material. Projects that involve the use of urban wood as a fuel source that displaces fossil fuels may also receive consideration under this category.

The Management of Roadside Trees for Storm Resistance: Recent storms have shown how destructive trees can be to the utility distribution system and how disruptive trees that fail can be to the normal activities of a community. Effective management of roadside trees for storm resistance is based on proper planning and then implementation of plans to reduce the risks posed by trees in severe weather events. Projects that improve the management and maintenance of existing trees alongside of roads to reduce these risks, and the establishment of the “right tree in the right place” can receive consideration under this category.

Other, General Urban Forestry Projects: Connecticut communities have a long tradition of making use of the America the Beautiful Grant Program for some very creative and highly beneficial local projects. Through this category, it is hoped that this tradition will continue. Projects under this category may include the planting of trees for public benefit; workforce development through training efforts; education of the public with regards to exotic pests or diseases that affect trees; the production of booklets, pamphlets or flyers; increases in municipality capacity through the purchase of inventory software or GIS and computer hardware; the hiring of professionals for urban forestry planning; and so on. Projects must comply with the general guidelines of the America the Beautiful program.

When applying for an ATB grant, the applicant should identify the category into which the grant application belongs. At the same time, it is recognized that some projects could reasonably be considered as falling into more than one category. Reference to more than one category in the narrative of the grant application is acceptable.

Final Notes

In making their final decisions, reviewers will consider the benefits and feasibility of a potential project. They will also give additional consideration as to whether a project is innovative and the extent to which it engages or educates others in the community.

If the project results in a publication or a press release, this publication or press release shall reference the role that DEEP Forestry assistance has played in this project. Similarly, the DEEP Forestry shall be mentioned on any markers put in place in association with a project.

The Department of Energy and Environmental Protection is an affirmative action/equal opportunity employer, providing programs and services in a fair and impartial manner. In conformance with the Americans with Disability Act, DEEP makes every effort to provide equally effective services for persons with disabilities. Individuals with disabilities needing auxiliary aids or services or who wish more information by voice or TTY/TDD may call (860) 424-3000.

Projects that discriminate with regards to race, color, religion, national origin, age, sex or disability will not be funded through the Urban Forestry Grants program.

The staff of DEEP Forestry is committed to assisting communities and groups throughout Connecticut with regards to their efforts in urban forestry, whether or not those groups or communities apply for or receive an ATB grant. Please feel free to contact the DEEP urban forestry staff if you have any questions or comments.

Contact Information

To learn more the ATB grants or the urban forestry program in the State of Connecticut, please contact:

Chris Donnelly
Urban Forestry Coordinator
DEEP Forestry
79 Elm Street
Hartford, CT 06106
(860) 424-3178
chris.donnelly@ct.gov

Please also visit the DEEP Forestry web site at: www.ct.gov/deep/forestry and the DEEP Urban Forestry web site at www.ct.gov/deep/urbanforestry.

Non-Native Invasive Plant Species

The Connecticut Department of Energy and Environmental Protection discourages the planting of species that are non-native and invasive, due to the potential detrimental effects of these plants on natural habitats. Consistent with this approach, the Division of Forestry will not provide funding for the planting of those tree and shrub species that have been determined by the Connecticut Invasive Plants Council to be non-native, invasive plants. This list includes the following tree species:

<u>Scientific Name</u>	<u>Common Name</u>
<i>Acer ginnala</i>	amur maple
<i>Acer platanoides</i>	Norway maple (including varieties)
<i>Acer pseudoplatanus</i>	sycamore maple*
<i>Ailanthus altissima</i>	tree-of-heaven*
<i>Frangula alnus</i>	European buckthorn
<i>Paulownia tomentosa</i>	princess tree / empress tree*
<i>Populus alba</i>	white poplar*
<i>Rhamnus cathartica</i>	buckthorn*
<i>Robinia pseudoacacia</i>	black locust

Those trees marked with an asterisk (*) are also prohibited by State Statute (CGS Sec. 22a-381d).

In addition, there are several commonly planted shrubs on the invasive species list. Among the shrubs listed are Japanese barberry and several of the honeysuckles. A complete copy of this list is available through the CT Invasive Plant Working Group website (<http://cipwg.uconn.edu>).

Emerald Ash Borer and Asian Longhorned Beetle

DEEP Forestry also recognizes that the state's trees are under threat of attack by invasive exotic insects and diseases. Past examples of such attacks include the gypsy moth, the chestnut blight and the hemlock woolly adelgid.

Two exotic insects of great concern to Connecticut are the emerald ash borer and the Asian longhorned beetle. At the time of the release of this RFP, the Asian longhorned beetle has not been found in Connecticut. However, the emerald ash borer has been found throughout the state. Both insects are readily transportable by a variety of means. These include through the movement of firewood or the planting of infested nursery stock. DEEP Forestry is strongly committed to restricting the movement of the emerald ash borer and the Asian longhorned beetle. Additionally, DEEP Forestry actively encourages vigilance regarding these insects and the reduction of their impact should they be found.

To that end, funds from this urban forestry grant program may not be used for the planting of ash trees. On the other hand, DEEP Forestry will allow funding for the planting of tree species susceptible to the Asian longhorned beetle, other than ash. This may change if this insect is found in the state. That decision will depend upon such factors as where the insect has been found and how it is likely to spread. Should this beetle be found here, approved tree planting projects in the vicinity of an Asian longhorned beetle infestation may need to be modified to reflect that change in circumstances.

Please note – in the past, America the Beautiful grant funds have been used for projects that seek to prevent the establishment or reduce the impact of invasive species. Project proposals that involve invasive plant or insect species and have a strong urban forest focus are welcome.

ATB Grant Application Review Criteria

1. Is the applicant an incorporated non-profit organization, a municipality and other unit of local government? Is the applicant qualified to receive an ATB grant?
2. Will the proposed project produce urban forestry results that are in accordance with those outlined within this document and with respect to Connecticut's [Forest Action Plan](#)?
3. Is the project practical within the time period specified? Does the financial assistance requested appear to be appropriate to the project's need? Are other needed resources available?
4. Within the application, is the description of the project clear – particularly with regards to project activities, participants, sources of additional assistance and budget? Is it clear who has overall responsibility and what will be accomplished? Is the budget clearly outlined and easy to follow? Has the applicant followed directions in filling out the application?
5. Are there aspects of the proposed project that warrant additional consideration? For example:
 - a. Is the project innovative or does it in some way expand the concept of what can be done within urban forestry?
 - b. Does it engage a new audience or encourage people to participate who have not been previously active?
 - c. Does it leverage substantial outside resources?
 - d. Will it serve as a model for other groups or communities?
 - e. Will it serve as the basis for important future work in urban forestry?
 - f. Does it have any other notable features that warrant the attention of the reviewers? (These features must be specified by the reviewer at the time of review.)
6. Does this community or group have a good or a poor track record with respect to previous America the Beautiful grants? An example of a good track record might be the timely completion of a previous grant. An example of a poor track record might include a grant that was not completed, or that was completed but the work done poorly.
7. Is the group or community applying one that has not previously received an America the Beautiful grant? Additional credit may be given to new applicants to encourage their involvement in urban forestry.
8. Is this grant application inclusive? Are members of the community such as governmental authorities or individuals and groups who might gain educational benefits from the project considered in the scope of this grant application?
9. If the applicant is a municipality, does the municipality have an urban forestry plan or is it in the process of developing an urban forestry plan? Does the proposed project support this urban forestry plan?

This listing of review criteria is intended to help with an understanding of the review process. It is included to assist grant applicants in the submission of complete and well thought-out grant applications. Please feel free to contact DEEP's Urban Forestry Coordinator with any questions, including requests for assistance. Contact information is listed on page 6.

Suggested Budget Sheet Format

Tree Planting Grants

please replace text and fill in boxes as appropriate

This budget sheet is intended as a guideline. Please feel free to modify this budget sheet for projects that either do not include tree planting or include components beyond tree planting.

Expenditures: Tree Planting Costs (include actual expenditures only)			Is this a Direct Expense against the Grant or a Match for the Direct Expenses?	
Species 1	Number of Trees	Cost per Tree	Direct Expense or Match	Total cost (cost per tree x number of trees)
Species 2	Number of Trees	Cost per Tree	Direct Expense or Match	Total cost (cost per tree x number of trees)
Species 3	Number of Trees	Cost per Tree	Direct Expense or Match	Total cost (cost per tree x number of trees)
Species 4	Number of Trees	Cost per Tree	Direct Expense or Match	Total cost (cost per tree x number of trees)
Additional Tree Planting Costs				
Labor Costs Described			Direct Expense or Match	Total Labor Cost
Equipment Costs Described			Direct Expense or Match	Total Equipment Cost
Supplies Needed Described			Direct Expense or Match	Total Supplies
Other Costs Described			Direct Expense or Match	Total Other Costs
Total Tree Planting Costs				Total of Above

Non-Cash Match to the Direct Costs				
Volunteer Hours	Number of Hours	Rate per Hour		Total Match Donated (volunteer time)
Equipment Use Donated (describe)	Number of Hours	Rate per Hour		Total Match Donated (equipment time)
Supplies Donated (describe)				Value of Donation
Other (describe)				Value of Donation
Total of Match				Total of Above

Total Amount Requested through the Grant: _____

Total Value of Match (include expenditures and non-cash match): _____



Connecticut Department of
ENERGY &
ENVIRONMENTAL
PROTECTION

APPLICATION FORM
DEEP Urban Forestry Grant Program

This form is to be returned with a written proposal of no more than 5 pages.
Under which Project Category does this proposal fall? (see listing on page 4)

Does your community have an urban forestry plan?

Project Title:

Project Location (Municipality):

Name of Applicant:

Federal ID #:

Applicant's Address:

City:

State:

Zip:

Contact Person:

Phone # and FAX #:

Contact Person's Title:

e-mail:

Brief Description of Project:

Total Amount of the Project:
(Include Grant Request plus Match)

Grant Funds Requested:

Local Cash Match to Be Provided:

Value of In-Kind Match To Be Provided:

Project Start Date:

Project Ending Date:

Please give the names of additional groups (if any) to be involved:

Printed Name and Title of Authorized Representative

Signature

Date

Upon approval of the grant application, grantees must sign a Personal Services Agreement.
Return completed applications to: DEEP Division of Forestry, 79 Elm St., Hartford, CT 06106-5127.
FAX: 860-424-4070 email: chris.donnely@ct.gov

Completed applications must be received by 4:00 pm on Wednesday, January 27, 2016.