

GRANT AGREEMENT

THIS AGREEMENT, made and entered into on the _____ day of _____, 2024 by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an Urban County Government of the Commonwealth of Kentucky, created pursuant to KRS Chapter 67A (hereinafter "Government"), and **Eastland Parkway Neighborhood Association** (Hereinafter "Organization"), with the mailing address of 1807 Atlanta Drive, Lexington, Kentucky 40505.

WITNESSETH:

WHEREAS, the Urban County Council created the Lex Grow Trees Grant Program to provide local funding to certain eligible property owners and organizations as reimbursement for eligible activities, such as tree planting, tree maintenance, tree education, and the development of tree advocates and stewards.

WHEREAS, the Government finds that such a grant program would provide a benefit to the public through improvements to air and water quality, energy savings, and habitat and conservation in the urban county; and

WHEREAS, Organization has applied for a grant from the Lex Grow Trees Grant Program, and the Tree Canopy Ad Hoc Committee has approved the application.

NOW FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN EXPRESSED, GOVERNMENT AND ORGANIZATION AGREE AS FOLLOWS:

1. **Amount of Grant.** Government hereby grants Organization the sum not to exceed \$18,271.85 as reimbursement or prepayment (as provided in Section 2) for the activities described in the Organization's application, which is attached hereto and incorporated herein by reference as Exhibit A, and which is further clarified and authorized in the Application Review, Scoring, and Determination Form, which is attached hereto and incorporated by reference as Exhibit B.
2. **Payments.** Government shall pay the Organization for expenditures the Organization actually incurred, or for expenditures made within thirty days after payment by Government, up to the total amount provided above, only after receipt of an invoice. The funds are limited to the services provided herein and may not be spent by the Organization for any other purpose without the prior written consent of Government. Any invoice must include evidence satisfactory to Government to document entitlement to payment, as well as a progress report. If Organization receives funds under this Agreement for expenditures made after receipt of the grant funds, Organization shall also provide evidence satisfactory to Government that the expenditure was made. Failure to provide any evidence required by this section shall require the Organization to repay grant funds.
3. **Compliance with Program Regulations.** As a condition for receipt of funds provided by this grant, Organization agrees that it has complied with and will continue to comply with all requirements provided in the Lex Grow Trees Grant Program guidelines, attached hereto and incorporated herein by reference as Exhibit C, in any grant approval letter provided by the Division of Environmental Services, and in the Application Review, Scoring, and Determination Form (Exhibit B). Failure to comply with these requirements may result in denial of funds or repayment.

4. **Final Report Required.** A final report must be submitted within 30 days of completion of the project. This report shall include:
- a. A description of the project and the benefits derived from its implementation;
 - b. Locations of trees planted, including species;
 - c. Locations of trees pruned or maintained, including species;
 - d. Information about events hosted, including topic, location, numbers of attendees, and photographs taken during the events;
 - e. A maintenance plan, if appropriate, or documentation of having maintenance discussions with individual property owners;
 - f. A summary table comparing the project budget to actual expenditures, along with supporting documentation; and
 - g. Sample outreach and/or educational materials used.
5. **Conflict.** To the extent that there is any conflict between or among this Agreement and any of its Exhibits, the terms and provisions of this Agreement shall prevail, followed by terms and provisions of Exhibit "C", then "B", then "A" in that order.
6. **Amendments.** By mutual agreement, the parties to this Agreement may, from time to time, make written changes to any provision hereof. Organization acknowledges that Government may make such changes only upon approval of its legislative authority, the Lexington-Fayette Urban County Council, and the signature of its Mayor.
7. **Entire Agreement.** This Agreement shall constitute the entire agreement between the parties and no representations, inducements, promises or agreements, oral or otherwise, which are not embodied herein shall be effective for any purpose. This Agreement shall replace any previous agreement between the parties on the same subject matter.

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BY: _____
LINDA GORTON, MAYOR

ATTEST:

Clerk of the Urban County Council

Eastland Parkway Neighborhood
Organization Name (Printed) Assoc.

BY: [Signature]
Signature

Treasurer
Title

[Signature]
WITNESS SIGNATURE

BARBARA HATTON
WITNESS PRINTED NAME

5-4-2024
DATE
4881-3166-5349, v. 1

EXHIBIT A
ORGANIZATION'S APPLICATION

Form Name:	Lex Grow Trees Grant Application
Submission Time:	April 17, 2024 11:33 am
Browser:	Chrome 122.0.0.0 / Chrome OS
IP Address:	192.181.131.17
Unique ID:	1216077447
Location:	38.0052, -84.423

Lex Grow Trees Grant Application

Organization information

Name of organization	Eastland Parkway Neighborhood Association
Street address and zip code	1607 Atlanta Drive 40505
Email	skecton@gmail.com
Phone	8592991637

Contact information

Contact person name	Susan Ecton
Contact person title	Director of Neighborhood Association Board
Contact person phone number	(859) 227-6242
Contact person email address	caroline24689@gmail.com

Project information

Upload a PDF packet with the project narrative, scope of work and community objectives.	https://drive.google.com/uc?id=1wYa_Vj8O9oT1gW21_kkoJb6Zwq3lcRZZ&export=download&display=/1216077447EastlandParkwayNeighborhoodAssociation_156059812_TreeCanopyGrant3.pdf
Project start date	Sep 01, 2024
List milestone dates	Remove dead trees and roots. then plant trees and shrubs
Expected completion date	Dec 31, 2024
Upload a document with the project budget and explanation	https://drive.google.com/uc?id=1yRM7qt_OyM34tSdv7aVNC9aGxMXyqvEh&export=download&display=/1216077447EastlandParkwayNeighborhoodAssociation_156060575_EastlandParkwayNARevised41024kmr.pdf
Are you willing to accept partial funding?	Yes

List the address/addresses and Council District where the project is located.	Winchester Road and Eastland Parkway Entrance Historical Wall on both east and west sides
Find the Council District at lexingtonky.gov.	Eastland Parkway Loop around the neighborhood to replace and add trees between sidewalk and street.
	6th District Council Denise Gray

Supplemental material

Combine and upload a minimum of three color photographs of the project area.	https://drive.google.com/uc?id=1Xn_rfKtUULzjTWhiUKTKhK2OnVR0U_tR&export=download&display=/1216077447EastlandParkwayNeighborhoodAssociation_156060675_EastlandParkwayNAtreepics.pdf
Upload a map of the proposed project location (this can be a screenshot of a map but the project site must be identified).	https://drive.google.com/uc?id=1-ZMJVD_TRXICexIVxYDTpEHs9uwFWSj&export=download&display=/1216077447EastlandParkwayNeighborhoodAssociation_156060679_EastlandParkwaytreegrantmap.pdf
Combine and upload any other supporting documents or letters of support.	https://drive.google.com/uc?id=1oIR1SgH4cDR-63WM9H9fkGyiF2XqhWS5&export=download&display=/1216077447EastlandParkwayNeighborhoodAssociation_156060885_March262024EPNANewsletterResidentialPermission.pdf

Project Narrative, Scope of Work and Community Objectives.

Eastland Parkway Neighborhood Association

HISTORY OF THE ENTRANCE WALL

The entire Eastland Subdivision was once a farm owned by the Knight family who sold it in the 1940s to Mr. Gaidry (of Gaidry Ford, later sold to Paul Miller). The walls are White Kentucky Marble, the same stone as on the Manor House at the end of Roland Drive.

Over twenty years ago, the walls were in serious neglect and literally falling down. EPNA (Eastland Parkway Neighborhood Association) began caring for the wall.

Since that time, the neighborhood association, along with city grants, have maintained the walls, filling cracks and having end caps restored. We added lighting, trees, and landscaping to make it a beautiful entrance to the neighborhood that mirrors other Lexington neighborhoods and Kentucky horse country. The neighborhood has spent quite a bit of money over the years to maintain the walls and landscaping

These historical entrance walls and tree canopy are probably one of a very few original entrances along the Winchester Road Corridor that welcomes many visitors to Lexington from interstate 75 and Eastern Kentucky as this area expands with the new hospitals, schools, and businesses.

SCOPE OF WORK

1, Several years ago, the neighborhood association planted 5 arborvitae trees behind the west entrance wall closest to downtown and built a retaining wall filled with dirt. Some of these trees died and now roots need to be removed. The trees need a larger area filled with good soil and topped with mulch. A stable retaining wall coming farther out and built up more would provide adequate space for new tree roots. This would provide a canopy of trees in a barren place close to a major road (Winchester Road), a water basin and would hide unsightly utility poles. The trees, soil, and retaining wall would add support to the historical wall as well.

2, We would also like to provide a mirror image of these trees across Eastland Parkway behind the eastern entrance wall where presently there are no trees. (This area is on private property but owners are allowing trees to be planted and a letter will be attached.)

3. Over the years, the neighborhood association has added many trees to the neighborhood along Eastland Parkway close to the creek bed. A few of those trees are now dead and we would like to have the dead ones removed and replaced with new trees. We would also like to add new trees along Eastland Parkway. We are proposing adding a total of ten trees including redbuds and dogwoods.

COMMUNITY OBJECTIVES

1. To continue the neighborhood association tradition of adding trees and landscaping to the neighborhood. Adding trees and landscaping is not a one and done deal. We follow through with maintenance, pruning, watering, and mulching. We have a history of using city grants wisely. We spent about \$1,300 of neighborhood association funds to mulch trees and landscaped public areas in 2023.

2.To continue to preserve and maintain the historical farm estate entrance wall as a landmark on a major gateway into Lexington visible to thousands as they travel Winchester Road.

2. To provide a neighborhood with green spaces and canopies of trees including:
 - The Winchester Road Entrance Walls, landscaping, and trees
 - Dixie Park
 - the vacant creek lots along Ft. Sumter and Gayle Drives that the city added young trees in the summer of 2023 along with the original trees on these lots
 - Memorial Park on Eastland Parkway
 - Recently planted Dogwood Trees to replace dead dogwood trees not included in this grant.*.
 - Trees planted by the association along the creek bed on Eastland Parkway
 - About 47 Knock Out Rose bushes planted at street corner intersections**
 - Rose bushes, phlox, hostas and a tree at two eyebrow islands on Eastland Parkway
3. To continue to care for community areas in the neighborhood.
 - Annual Neighborhood Association Service Day in coordination with neighborhood churches scheduled this year for April 20. Teams will prune and fertilize corner rose bushes, mulch, clean some of the creek bed, and fertilize trees. (See attached Neighborhood Newsletter)
 - Each summer, a volunteer team waters the entrance flowers, landscaping and trees behind the entrance wall.
 - This volunteer landscape team works from spring through late fall weeding and maintaining the entrance landscaping.
4. To educate the neighborhood on the benefits of trees, and community green spaces,
 - Invite a tree arborist or expert through the city environmental services to speak at a neighborhood association meeting.
 - Invite a tree expert from the city to set up a table with information, brochures, possible tree give aways at the 2nd Annual Neighborhood Meet and Greet including neighborhood schools, churches, and city services
 - Provide information about trees, tree resources and events through our Neighborhood Newsletter that we distribute 4 times a year.(see attached)
 - Provide information about trees, tree resources and events sponsored by the city through our facebook page. Example: Live Green Lexington

*There is a history and a story of how our original dogwood trees were donated to our neighborhood. After a rival Auburn - Alabama football game in 2010, an Alabama fan poured herbicide on two 130-year-old Auburn "sacred" trees where traditionally Auburn fans toilet paper-wrapped and celebrated games. Later, the Auburn Alumni decided to respond to the dastardly Alabama deed by planting trees in the cities of every SEC campus (i.e. turning the other cheek). Our neighborhood received dogwood trees because we have Auburn Drive.

**We began planting roses in cooperation with Lexington Beautiful in preparation for the 2010 World Equestrian Games held at the Kentucky Horse Park.

April 10, 2024

Eastland Parkway Homeowners Association
1829 Barwick Drive Lexington 40505
Customer Number: 20405

Plants & Materials	Quantity	Size
TREES & SHRUBS		
Alleghany or Pragense Viburnum	4	5-6'
Serviceberry	2	10 Gallon
Venus Dogwood	5	7 Gallon
Eastern Redbud	5	7 Gallon
MATERIALS		
Hardwood Mulch	5	Scoops
Pine Soil Conditioner	18	1.5 CF
Weed Preventer	1	5# Bag
Fertilizer Tablets	98	Each
Top Soil	4	$\frac{3}{4}$ CY
Tree Stakes	10	Each

Professional Installation Includes the following services:

- Planting the Back of Both Sides of Stone Wall & Street Tree Planting-
 - Removal of existing plants
 - Re-installation of wall stone on both sides
 - Installation of topsoil
 - Installation of berm to raise plants for screening neighboring property
 - General bed preparation
 - Add soil amendments
 - Apply slow-release fertilizer (good for one year)
 - Installation of plants
 - Apply weed preventer
 - Installation of mulch
 - Installation of tree stakes
 - Delivery and transportation
 - Removal and disposal of debris

Plant Care

Wilson Nurseries will maintain plants during the installation period until the project is complete. After completion, we will provide detailed watering and instructions.

Plant Guarantee

One-year warranty included from the date of installation. Any replacement plants will be covered under the one-time warranty replacement. No additional warranty will apply after replacement. The warranty does not cover neglect, over or under watering, damage by pests, damage from deer or other animals, damage from vehicles, lawn mower, string weed trimmers; chemicals, vandalism, acts of nature including pollution, drought, ice snow, excessive wind and rain or prolonged temperature extremes.

Project Costs

Total for Materials & Professional Installation (includes sales tax) **\$18,500.00**
This proposal is valid through December 31, 2024. Proposal cost may fluctuate based on industry plant increases and/or decreases, plant availability, plant size, and/or plant selection. Additional work may require a change order. Upon signature approval, this order may be modified to include the added cost.

Deposit

50% deposit is required
Total Deposit **\$9,250.00**

Payment

After the work is completed, the balance is due upon receipt of invoice. Wilson Nurseries only charges for materials used on the project.

Installation Schedule

Installations are completed year around. A two-week installation range will be provided upon approval of the proposal and receipt of the deposit. Prior to installation, Wilson Nurseries & Plant Co will contact Before You Dig to mark the utilities marked.

Customer Signature

Date

Wilson Nurseries + Plant Co
3690 East-West Connector Road Route 676 Frankfort, KY 40601
Phone: 502-223-7735 E-mail: vernons@wilsonnurseriesky.com



^eastern wall at Winchester rd toward Hamburg



^Eastland Parkway



^Western wall at Winchester rd closest to downtown



^diff angle of Western Wall at Winchester rd to downtown



^backside of western wall at Winchester rd






^different angle of western wall

Eastland Parkway NA trees

Plan for tree plantings at Winchester Road Entrance and along Eastland Pkwy

9 views

Last edit was seconds ago

 Add layer  Share  Preview

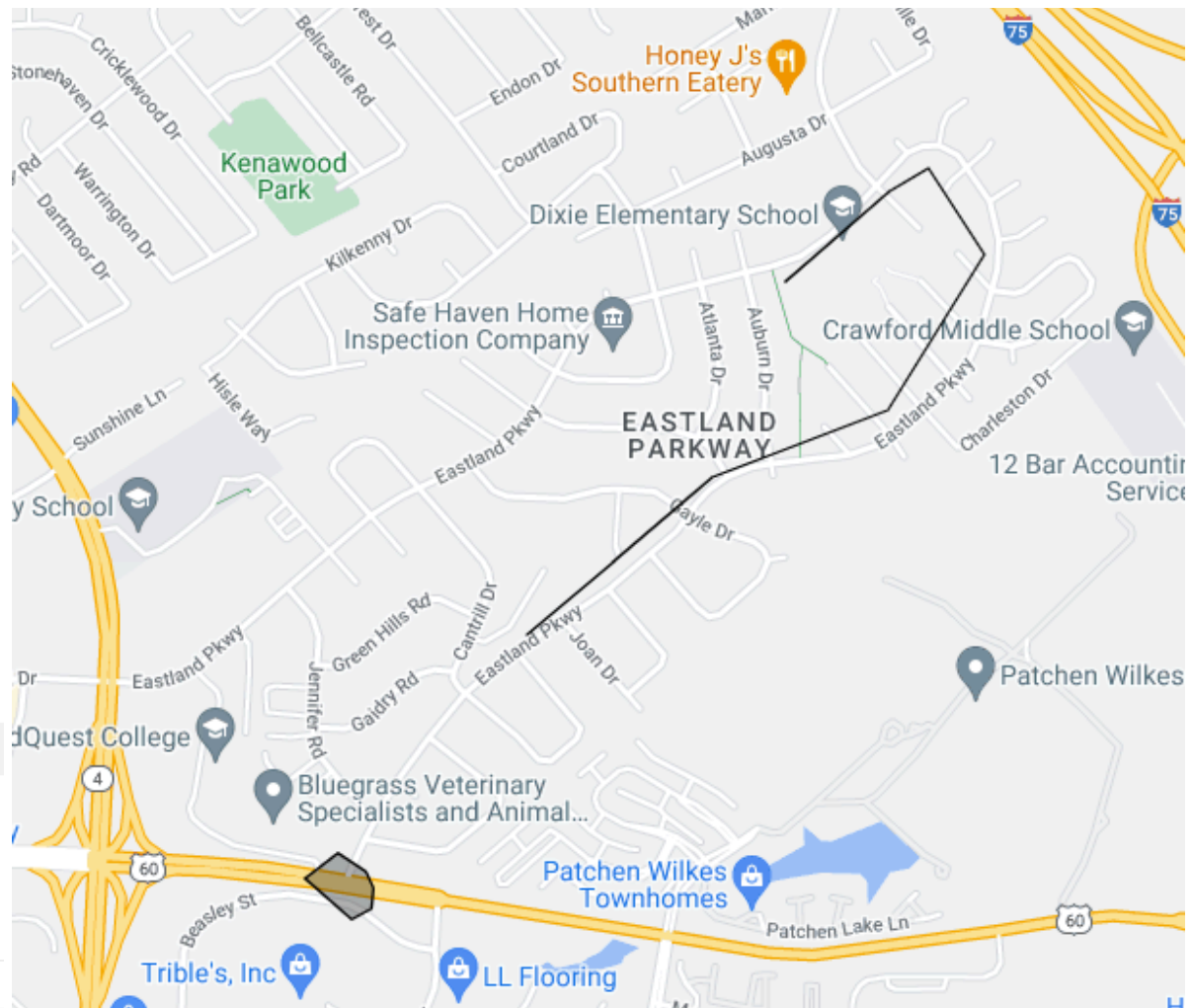
☒ Eastland Parkway tree grant

 Individual styles

 Polygon 1

 Line 2

☐ Base map





Find us on
Facebook!

Eastland Parkway Neighborhood News

March 26, 2024
www.lexepna.org
lexepna@gmail.com
 Venmo: @LexingtonKY-EPNA
 Est. 1987



Find us on
the web!

March 26 ASSOCIATION MEETING

- Tuesday, March 26
- 6:30 pm
- Christ Centered Church (back entrance)
- Speakers: 6th District Council Representative
- Come hear about plans for the year and share needs and ideas for our neighborhood

EPNA 2024 CALENDAR

- March 26 - 1st neighborhood meeting
- April 13- Service Day / Clean up Neighborhood - Rain date: April 20
- o.
- Aug 24- Meet and Greet - date pending
- October 22 (Tues.) - 3rd neighborhood mtg. Board Election

SERVICE DAY

Saturday, April 20

It has been a long standing tradition to take a few hours on a Saturday in the spring for neighborhood and church volunteers to spruce up the neighborhood.

Please take a couple of hours and pitch in to help. We will meet at 9:30 on Saturday, Apr 13 (Rain date, April 20) at Radiant Church (1888 Eastland Pkwy) parking lot.

Bring gloves and hand tools that work for you.

If that time doesn't work for you contact Diane Gregory, (text 859-22706242) accept an assignment and complete it at your convenience.

We maintain four flower beds in the neighborhood. Trimming the corner rose bushes makes them bloom more. The Memorial Garden and the Winchester Rd. entrance need to be freshened. The creek bed catches trash and debris that clog and destroy the waterway.

DOGWOOD TREES

Dogwood trees will be planted soon along the creek on Roland. They are from a neighborhood grant from the city. They should be beautiful next spring.

PROTECT YOUR DOG

Lexington Animal Control is offering a \$15 special during the month of March to have a dog microchipped. It is normally \$25. Only 22% of animals without a microchip are ever reunited with their families, but that number rises to 52% when they are microchipped.

NEIGHBORHOOD GARAGE SALE

Weekend of May 18

Spring cleaning? Clutter taking over your life? College student moving home or a parent downsizing? Start planning now to change your "stuff" to cash.

The advantage of a neighborhood garage sale is that many sales in one area will attract buyers.

The neighborhood association has large signs announcing the sale and will post on our FB page.

Eastland Pkwy. is a neighborhood association, not a HOA. We do not make rules that you have to follow. You can have a yard sale anytime you want.

NEIGHBORHOOD MEMBERSHIP

The neighborhood board met this winter to evaluate strengths and weaknesses of the association and to plan a calendar for the year based on the needs of the neighborhood.

- Strengths: the longevity of a strong association (37 years), our connections with city government, and the Meet & Greet last fall.
- Weaknesses: communication with the neighborhood. and dwindling enrollment and involvement.

Communication has changed drastically over the past decade with so many different styles. We want to ensure that we are reaching all of the neighborhood.

Decreased membership has been impacted by retired neighbors aging, members moving out of the neighborhood, and during the time of Covid, we lost connections and never gained them back.

Working parents struggle with time for their jobs, kid's school and sports. It's hard, many of us have been there.

By paying your \$10 annual dues, you are saying, "Hey, I support the neighborhood and appreciate all that is done to keep it beautiful and clean." I appreciate that someone is keeping their ears open to city actions that impact our neighborhood. I want to share my email address so that I can be informed. We need your input!

You might not have much time, but showing up at one event or volunteering one or two hours a year would help. Letting someone know about the needs or concerns you have to improve the neighborhood would be appreciated.

DELIVERING NEWSLETTERS

This March, we have hand delivered a newsletter to each household. This takes both manpower and money from our dues. The goal is for every family to be knowledgeable about the neighborhood association.

The goal is to be able to hand deliver by volunteers to every house. If you have a little time to spare and would be willing to deliver to your street email skecton@gmail.com.

If we do not have the manpower, this probably will be the only paper copy you will receive this year.

EPNA NEWSLETTERS

Remember, you can get a neighborhood newsletter by email, access it on FB or our website.

We have also been putting some paper copies inside red lidded boxes on Eastland Pkwy/ Ft. Sumpter corner by the bridge on the Winchester Rd. side and at Raleigh Rd. four-way stop.

COMMUNITY ACTIVITIES

- **Radiant Church Egg Stravaganza - Sun. Mar. 24, 2 - 4 pm @ Dixie Park - egg hunts, face painting, inflatables and more**
- **Egg-Citing Easter Egg Hunt -Christ Centered Church Sat. March 30, 12 -2 (2275 Eastland Pkwy)**
- **6th District Meeting - Monday, April 22 @ Bryan Station HS Cafeteria 6 - 7 pm.**
- **6th District's Got Talent - Sat. Aug. 24 @ Constitution Park**
- **Affordable Housing Public Meeting - Tues, Mar 26 Bates Creek Library 5pm & Thurs, April 4, Lexington Senior Center 1;30**
- **Freely Given Cafe Lunch - Jennifer Rd - Eastland Park Church of the Nazarene - 4th Saturday of each month**

HOLIDAY DECORATING CONTEST **DECEMBER 2023**

Decorating your home for the holidays made the whole neighborhood sparkle. Thanks for the effort. The judges had a difficult time selecting and spent several hours mulling over their choices. Just in case you missed it, here are the winners.

Best Decorated House - 709 Roland
Honorable Mention - 1709 Pellinore
Most Kid Friendly - 1602 Raleigh Rd.
Honorable Mention - 1506 Anniston
Best Decorated Block - Ft. Sumter
Honorable Mention - Martha Court
People's Choice on FB - 1506 Anniston

SYMPATHY

Our sympathy goes out to the families and neighbors of Dr. Daniel & Nancy Reedy on Cantrill, Curt Goodwin on Dalna, and Shirley Hellmueller formerly of Atlanta. These are all long time residents that were active in the neighborhood.

Parks and Recreation has planted a tree in memory of Debbie Foxx Holliran in Dixie Park.

HELPFUL CONTACTS

6th District Councilwoman Denise Gray

- **859-280-8243**
- **dgray@lexingtonky.gov**

Non-Emergency Police (859) 258-3600

Non-Emergency Fire (859) 231-5600

Code Enforcement (859) 425-2255

- **code_enforcement@lexingtonky.gov**

Call Before You Dig - 811 - it's the law

Animal Care and Control (859)-255-9033

Humane Society (859) 233-0044

Suicide and Crisis Hotline - 988 - open 24 hours a day,
LexFun4Kids.com - a great website with many activities for kids and families.

Eastland Parkway Neighborhood Association

- President: Andrew Austin - **epna.andrew@gmail.com**
- Vice-President: Cheri McMullin **epna.cheri@gmail.com**

NEW TO THE NEIGHBORHOOD

Welcome to the neighborhood! Our new neighbors include: Ed Spears, Gayle; Megan Coleman & Luke Lamb, Gayle; Richard & Lauren Gaisser, Sarasota; Jason & Margaretta Walker, Cortland; Kiara Carrasquillo, Memphis; Joe & Nealy Denger, Cantrill; and Rachel Crabtree, Biloxi.

Please encourage your new neighbors to share their email address to **lexepna@gmail.com** or follow us on Facebook to keep up with happenings of the neighborhood.

DUES & DONATIONS

All volunteering, membership dues and donations are appreciated. Donations in 2024 are from JoAnn Suter and Sue Mays.

Membership Dues for 2024

- **Dues can be mailed to:**
Jane Fraebel, EPNA Treasurer,
1885 Gayle Drive, Lexington, KY 40505
- **Paid at any association meeting**
- **Make checks out to EPNA and include name, address and email**
- **Venmo @LexingtonKy-EPNA - please note name, address, email, dues/donations**
- **\$10 per adult in a household**
- **Memberships are for a calendar year January - December**

Name(s) _____

Street Address _____

Phone _____

Email _____

I want a newsletter delivered _____

April 15, 2024

I own the property of 1800 Barwick Drive.

This property goes up to the back of the west wall (closest to Hamburg) of the Eastland Parkway Entrance at Winchester Road.

I give my permission for trees / bushes to be planted at the back of this wall that will be a mirror image planting of the east wall (closest to downtown) by the Eastland Neighborhood Association if they receive grant monies.

Pamela Lewis

Licky Lewis

EXHIBIT B

APPLICATION REVIEW, SCORING, AND DETERMINATION FORM

**LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT
TREE CANOPY AD HOC COMMITTEE
LEX GROW TREES GRANT PROGRAM
APPLICATION REVIEW, SCORING, AND DETERMINATION**

Applicant Name: Eastland Parkway Neighborhood Association

Requested Grant Amount: \$18,500.00

Project Elements:

1. Increase planting area behind west entrance wall and replace dead arborvitae trees
2. Plant trees behind the east entrance wall
3. Remove and replace dead trees along Eastland Parkway
4. Plant additional trees along Eastland Parkway
5. Maintain the community's trees via the neighborhood volunteer team
6. Educate the neighborhood on the benefits of trees and community green spaces

RECOMMENDATION OF THE SCORING COMMITTEE

- Applicant and proposed project meet program eligibility requirements. Project Score: **83**.
- Approve the Grant Application for the **Partial** amount of **\$18,271.85**.
- Approve the Grant Application with the following stipulations:
 1. Applicant shall obtain notarized written approval / agreement prior to work being done on properties not owned by the Applicant, including from the property owner of 1800 Barwick Drive.
 2. Applicant shall not use grant funds to purchase fertilizer tablets or pine soil conditioner, as they are not needed to enhance the survivability of the trees.

TREE CANOPY AD HOC COMMITTEE DETERMINATION

After considering the recommendation of the Scoring Committee, the application and supporting information, and having heard evidence, the Committee finds:

_____ The application does not meet the eligibility requirements of the grant program as set forth in the Grant Program Guidelines and the grant application is denied.

--- OR ---

☒ The application meets the eligibility requirements of the grant program as set forth in the Grant Program Guidelines.

☒ The application has been scored and is deemed worthy of funding this granting cycle.

☒ The grant application is approved in the amount of: \$ 18,271.85

☒ The grant is approved with the following stipulations: see items #1 - #2
in the Recommendation section above.

☐ The application has been scored. Insufficient funds are available to cover the project for this Fiscal Year.

☐ Other: _____


Chairperson

5/31/2024
Date

EXHIBIT C

LEX GROW TREES GRANT PROGRAM GUIDELINES

Lex Grow Trees Grant Program Guidelines

Objectives

1. Increase the scale and health of our tree canopy.
2. Increase community buy-in and resident engagement in assuring the creation and maintenance of our tree canopy.
3. Guide a cultural shift in the understanding of the benefits of trees for individuals, our economy, our community's social structure, and our collective community's health.
4. Address the equity challenges of access to the benefits of a healthy tree canopy.

Background

As a result of several opportunities and issues facing the residents of Lexington over the past several years, there has been an unprecedented level of concern for our City's tree canopy. Upon hearing these concerns and during discussions on how the City would allocate its share of Federal ARPA funds, the Urban County Council and the administration desired to allocate funds to growing Lexington's tree canopy. In February 2022, the Council authorized \$1.5 Million from budget stabilization funds for improving Lexington's tree canopy. The funds were placed with the Division of Environmental Services to oversee their expenditure. The Tree Canopy Ad Hoc Committee was formed to provide input to the division as to how the funds should be allocated. The committee created the Lex Grow Trees campaign which is dedicated to addressing tree canopy inequalities in Lexington. Four areas of focus that Lex Grow Trees determined are:

1. Mobilization of community and neighborhood tree advocates and stewards
2. Tree planting
3. Tree maintenance
4. Tree education

In the FY22 budget, \$75,000 was allocated to update Lexington's Urban Tree Canopy Study, which had been completed in 2012. The change analysis, completed in the fall of 2022, looked at the most recent data from 2020 as compared to the 2012 data. It provides information on the tree canopy by council district, watershed, census tract, and types of property ownership. The assessment also includes planting plans to achieve various canopy goals. We encourage potential applicants to review this study to help spark potential project ideas.

Eligible Organizations

1. Federally recognized non-profit organizations 501(c)(3)
2. Incorporated, active neighborhood or homeowners associations
3. For profit organizations

Eligible Activities

1. Tree planting
2. Tree maintenance
3. Tree education
4. Develop and support tree advocates and stewards

Application Requirements

Applications must include the following information:

1. Organization info
 - a. Name of organization
 - b. Street address and zip code
 - c. Phone number
 - d. Email address
2. Contact information
 - a. Contact person name
 - b. Contact person title
 - c. Contact person phone number
 - d. Contact person email address
3. Project narrative, scope of work, and community objectives (If applicable, include a list of project partners and tree experts who will be engaged in your project.)
4. Project dates and project schedule
 - a. Starting date
 - b. Milestone dates
 - c. Expected completion date
5. Project budget and explanation
6. List the address/addresses and Council District where the project is located. (Find the Council District here: <https://www.lexingtonky.gov/>)
7. Supplemental material
 - a. A minimum of three (3) color photographs of the project area.
 - b. A map of the proposed project location (This can be a screenshot of a map but the project site must be identified.)
 - c. Any other supporting documents or letters of support
8. Page limit: 10 pages with font size 12

Selection Criteria

Applications for each funding cycle will be evaluated by the Tree Canopy Ad Hoc Committee. Applications and the activities proposed will be evaluated and grant awards will be made based on consideration of the following factors (the scoring rubric is at the end of this document):

1. Location with a focus on equity (See the [2022 Urban Tree Canopy Study](#).)
2. Number of people reached via engagement or education
3. Ability of the applicant to maintain the project
4. Cost efficiency
5. Number of trees (newly planted)
6. Number of trees (maintenance or care of existing)

Additional Grant Program Guidelines and Requirements

1. All applicants must submit a completed application by the deadline.
2. A detailed project plan and budget for all expenses shall be prepared and included in the application. If selected for a grant, a more detailed project plan and budget may be required for the Grant Award.

3. If selected for a grant, the organization must have a taxpayer ID and be willing to provide a W-9 to LFUCG.
4. If selected for a grant, the organization must be willing to sign the Grant Agreement that will be processed for approval by the Urban County Council and the Mayor's signature. A copy of the Grant Agreement is attached.
5. To receive grant funds, grantees will submit Requests for Reimbursement for consideration. Each Request for Reimbursement shall include documentation to support the reimbursement request (*e.g.*, paid invoices, receipts, pay stubs) or quotes for items to be purchased within thirty (30) days of the funds disbursement.
6. Grantees will have up to 24 months from the time of the execution of the Grant Agreement to complete the projects.
7. Full responsibility for management of the project lies with the organization awarded funds. This includes the following:
 - a. Obtaining approvals.
 - b. Sign-offs from LFUCG offices regarding species selection, sight distance, encroachment/location issues, planting safety issues, and maintenance specifications.
8. All grant-funded projects must be completed in accordance with applicable local, state, and federal law. All required permits, agreements, permissions, approvals, etc. must be obtained by the grant recipient or their representatives prior to commencing work.
9. Any project that includes movement of soil and/or land disturbance shall call 811 for utility locating services per state regulations.
10. The project cannot include permanent changes within the street right-of-way without the prior express written approval from LFUCG or KYTC, as appropriate. Likewise, the project cannot include permanent changes on properties not owned and/or controlled by the grant recipient without the prior express written approval from the property owner.
11. Any project proposing tree planting shall follow LFUCG's Planting Manual under the advisement of LFUCG's Urban Forester (see: www.lexingtonky.gov/forestry). Grantees are encouraged to contact the Urban Forestry staff with questions about proper planting procedures and correct maintenance techniques.
12. All project materials and any associated marketing must be co-branded using the Lex Grow Trees branding.
13. A final report must be submitted within 30 days of completion of the project. This report shall include:
 - a. A description of the project and the benefits derived from its implementation;
 - b. Locations of trees planted, including species;
 - c. Locations of trees pruned or maintained, including species;
 - d. Information about events hosted, including topic, location, numbers of attendees, and photographs taken during the events;
 - e. A maintenance plan, if appropriate, or documentation of having maintenance discussions with individual property owners;
 - f. A summary table comparing the project budget to actual expenditures, along with supporting documentation;
 - g. Sample outreach and/or educational materials used.