

GRANT AGREEMENT

THIS AGREEMENT, made and entered into on the _____ day of _____, 2025 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 **Trees Lexington!, Inc.** (Hereinafter "Organization"), with the mailing address of P.O. Box 1046, Lexington, Kentucky 40588.

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 \$91,943.50 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

Trees Lexington!, Inc.
Organization Name (Printed)

BY:  Mikhail S. Potapov
Signature

President, Board of Directors
Title


WITNESS SIGNATURE

Tyson Gregory
WITNESS PRINTED NAME

1/2/2024
DATE

EXHIBIT A
ORGANIZATION'S APPLICATION

Form Name: Lex Grow Trees Grant Application
Submission Time: November 27, 2024 6:32 pm
Browser: Chrome 130.0.0.0 / Windows
IP Address: 74.138.103.241
Unique ID: 1291711364

Lex Grow Trees Grant Application

Organization information

Name of organization	Trees Lexington
Street address and zip code	P.O. Box 1046 40588
Email	info@treeslexington.org

Contact information

Contact person name	Tyson Gregory
Contact person title	Director of Programs
Contact person phone number	(859) 353-7919
Contact person email address	tyson@treeslexington.org

Project information

Upload a PDF packet with the project narrative, scope of work and community objectives, or entirety of application (including budget, photos, map and letters of support).	https://drive.google.com/uc?id=1AqPd3q06YaPvNBoBvaqDSCTyTOT2CZa9&export=download&display=/1291711364TreesLexington_156059812_tl_lgt2_narrative_final.pdf
Project start date	Jan 01, 2025
List milestone dates	Spring and Fall 2025, Spring and Fall 2026
Expected completion date	Dec 31, 2026
Are you willing to accept partial funding?	Yes

List the address/addresses and Council District where the project is located.	God's Pantry Food Bank: 2201 Innovation Dr, Lexington, KY 50511, Council District 2
Find the Council District at lexingtonky.gov.	Bluegrass United church of Christ: 500 Don Anna Dr, Lexington, KY 40511, Council District 1
	Lexington Housing Authority: E. 6th St, Murphy's Run, Thoroughbred Way (see aerial map in narrative file), Council District 1

Supplemental material

Combine and upload a minimum of three color photographs of the project area, if not uploaded previously.	https://drive.google.com/uc?id=17GHkB6XkOTmYS8RcmyA_2h2l5Q9TyaKf&export=download&display=/1291711364TreesLexington_156060675_lex_grow_trees_grant_2_site_photos.pdf
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Combine and upload any other supporting documents or letters of support, if not uploaded previously.	https://drive.google.com/uc?id=1E4yzWj0WeOBxyp0130Uhl0LLcLbhFU04&export=download&display=/1291711364TreesLexington_156060885_tl_lgt2_letters_of_support.pdf
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Organization: Trees Lexington!, Inc., Nonprofit, 501(c)(3)

Address: PO Box 1046 Lexington, KY 40588

Website: www.treeslexington.org Email: info@treeslexington.org

Contact Person: Tyson Gregory, Director of Programs

Email: tyson@treeslexington.org Phone: (859) 353-7919

Proposal

Trees Lexington is a non-profit that empowers community members to dig into the fun and fulfilling work of expanding and maintaining our local tree canopy. Through community tree plantings, tree giveaways, and educational workshops on proper tree care, Trees Lexington increases canopy cover, improves the health of our citizens, and preserves the character of our city. In 2023, Trees Lexington distributed over 1000 trees, planted 240 trees, and engaged over 800 community members at our events while partnering with more than 20 civic groups.

Trees Lexington is seeking funding to execute a program of tree planting, tree maintenance, education, and engagement with a focus on tree equity in areas historically underrepresented and low in tree canopy coverage.

If awarded, project planning and preparation can begin promptly in early 2025. The planting events will take place in the spring and fall of 2025 with tree maintenance activities taking place over the remaining period of the grant. All events emphasize community engagement estimated at 580-880 individuals over the program period. Because all three proposed sites are publicly accessible, additional programming (covered by the first LGT grant) will include Tree Stewards training events and tree educational events, such as tree walks and best practice showcases.

Common elements of the program include installation of landscape size (1.5-2 inch caliper), balled and burlapped (B&B) trees by a contractor (Klausing Group), and 3-gallon container trees with community volunteers (341 trees in total). To facilitate tree installation by volunteers in the typically encountered hard clay soils degraded through construction on urban sites, planting holes will be pre-augered.

To maximize successful establishment of the newly planted trees and minimize the potential for damage from mowing equipment, tree hydration devices, Tree Diapers (www.treed diaper.com), will be installed on each tree along with Westlake Dimex tree trunk protectors (<https://westlakedimex.com/product/tree-trunk-protector/>), which serve to guard sensitive young

tree bark from string trimmers and small animal damage. Metal t-posts and arborist tie strapping will be used to stake the B&B trees, as needed.

Each Trees Lexington planting and tree care event is led by experienced tree professionals and volunteers, providing detailed demonstrations and assistance to ensure that trees are installed and maintained in compliance with the ANSI A300 standards. Follow-up interim tree care (watering, staking, mitigation of any damage) is provided by dedicated staff members as well as committed volunteers. Large scale mulching events will engage community volunteers.

We’ve learned that tree inequity is frequently associated with food insecurity. As such, providing food and refreshments at our planting and tree care events has been an important and successful strategy for ensuring good volunteer turnout. Events are marketed through flyers, postcards, website and social media posts. A budget allowance for tree identification markers (engraved metal with stakes) at each project is included.

Project Summary	Address	Council District	Trees Installed	Individuals Engaged	Program Cost
God’s Pantry Food Bank	2201 Innovation Drive.	2	66	150-200	\$ 20,701.00
Bluegrass United Church of Christ	500 Don Anna Dr.	1	40	80-130	\$ 13,845.00
Lexington Housing Authority	E Sixth St./Murphy’s Run/Thoroughbred Way	1	235	300-500	\$ 64,597.50
Total:			341	530-830	\$99,143.50

God’s Pantry Food Bank (GPFB)

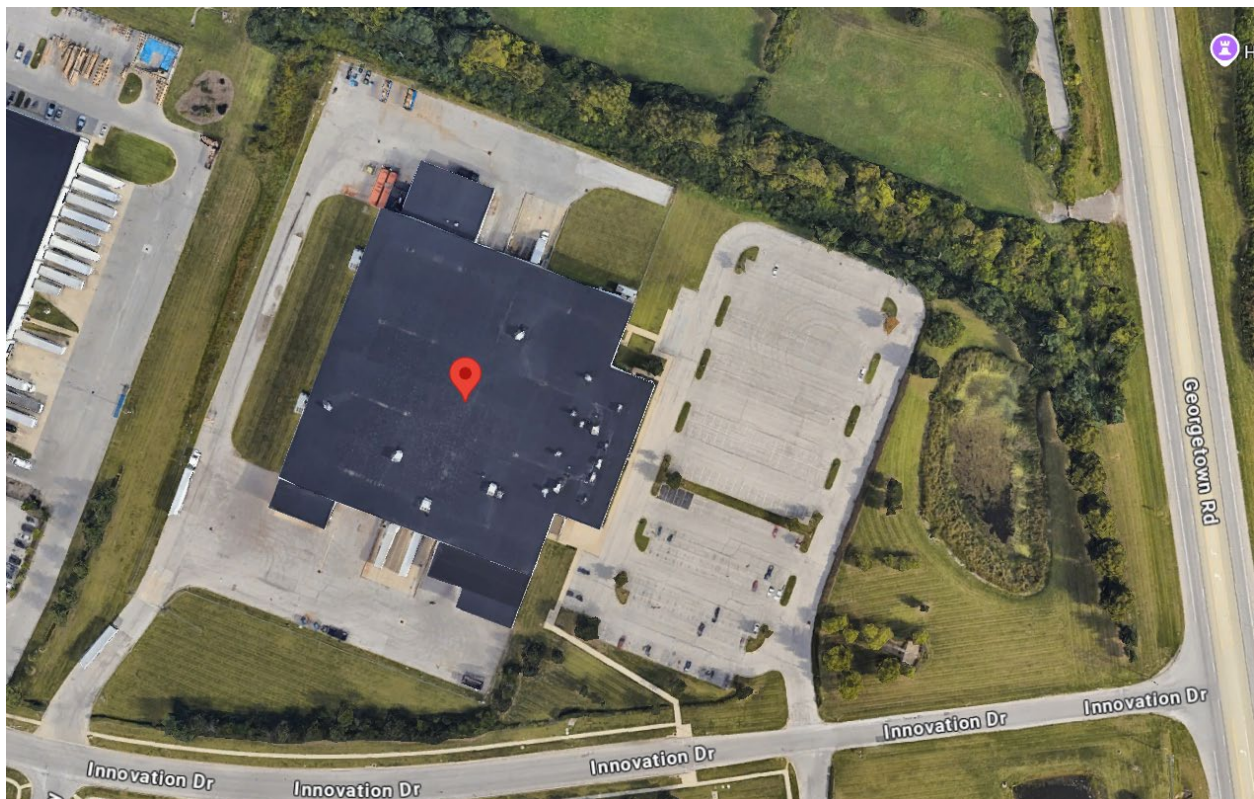
From its humble origins in 1955 as one woman’s effort to help neighbors struggling with hunger, God’s Pantry Food Bank has grown to a large nonprofit organization serving 50 counties in Central and Eastern Kentucky. Distributing over 46 million pounds of food in fiscal year 2024 and with the need for food assistance continuing to grow, GPFB is expanding to a new location on 15 acres of property located in Council District 2.

Efficient and responsible stewardship of resources is key to the GPFB’s work. As such, Trees Lexington is pleased to collaborate with GPFB to significantly increase the tree canopy on its new campus. Located in an industrial area, the effort will showcase what kind of impact trees can provide to not only improve esthetic appearance, but to meaningfully contribute to improving air quality and pollution mitigation, reduce heat island effect, and serve as an example of environmentally responsible commercial property management for years to come. In addition to engaging staff and inviting the community for tree planting and tree care events, GPFB is supportive of future tree educational workshops for all community members.

Proposed new tree planting includes 16 B&B as well as 45 3-gallon container trees. All of these trees are in addition to the trees required to be planted under the development plan and zoning requirements by GPFB. The tree plantings will take place all around the property with a special focus on the environmentally sensitive areas of the retention pond in the front and stormwater runoff areas in the back of the property. A planting plan will be created by Contour Collaborative, a local Landscape Architecture firm, to facilitate discussions with GPFB staff and to avoid conflicts with utility lines and future building plans.

Because the site's soils have been significantly degraded as part of the construction process, we propose mitigation efforts to reduce soil compaction and to improve the biology through soil fracturing/air knife treatments and injection of amendments to help ensure long-term success of the trees installed. We anticipate the soil fracturing equipment and time to be donated by local arborists, while budgeting for soil amendment materials (<https://tinyurl.com/y47jnbt2>).

The trees will be planted in the Spring of 2025, with 3 community tree mulching events held over the course of the following 18 months. GPFB has committed to engaging its own employees as well as volunteers for the planting event - estimated at 40-50 people. Additionally, Trees Lexington has built a growing base of community followers who consistently show up to our events. Therefore, we estimate total volunteer and community engagement of 150-200 individuals for planting and tree care at this site over the project time horizon. After the term of the grant, GPFB's landscaping contractor will take over maintenance of the trees.



God's Pantry Food Bank	Qty./Hrs.	Cost	Subtotal
Trees B&B	16	\$ 190.00	\$ 3,040.00
Trees 3-gallon	50	\$ 23.00	\$ 1,150.00
B&B Tree Installation	16	\$ 260.00	\$ 4,160.00
Augering for 3-gallon trees	50	\$ 30.00	\$ 1,500.00
Soil amendments - Biochar	8	\$ 65.00	\$ 520.00
Tree diapers - 48 in.	16	\$ 47.00	\$ 752.00
Tree diapers - 24 in.	50	\$ 18.00	\$ 900.00
Dimex tree protectors	66	\$ 1.50	\$ 99.00
T-Post stakes	16	\$ 5.00	\$ 80.00
Planting Design	1	\$ 1,800.00	\$ 1,800.00
Project Management	40	\$ 40.00	\$ 1,600.00
Tree Maintenance - 2 years	80	\$ 30.00	\$ 2,400.00
Volunteer engagement - food, children's activities	4	\$ 250.00	\$ 1,000.00
Event marketing	4	\$ 350.00	\$ 1,400.00
Tree ID Signs & Stakes	10	\$ 30.00	\$ 300.00
Total:			\$ 20,701.00

Bluegrass United Church of Christ

Located in District 1, the Bluegrass United Church of Christ (BUCC) has taken great steps to increase the environmental stewardship of their property in recent years. The BUCC has partnered with the [Kentucky Innovative Farming Network](#) to host training workshops for their Urban Farmer Associate program which provides training to those who are new to fruit and vegetable growing in Kentucky. The church is also certified as a Bronze Level organization through Lexington's Green Check program, further proving their commitment to environmental stewardship.

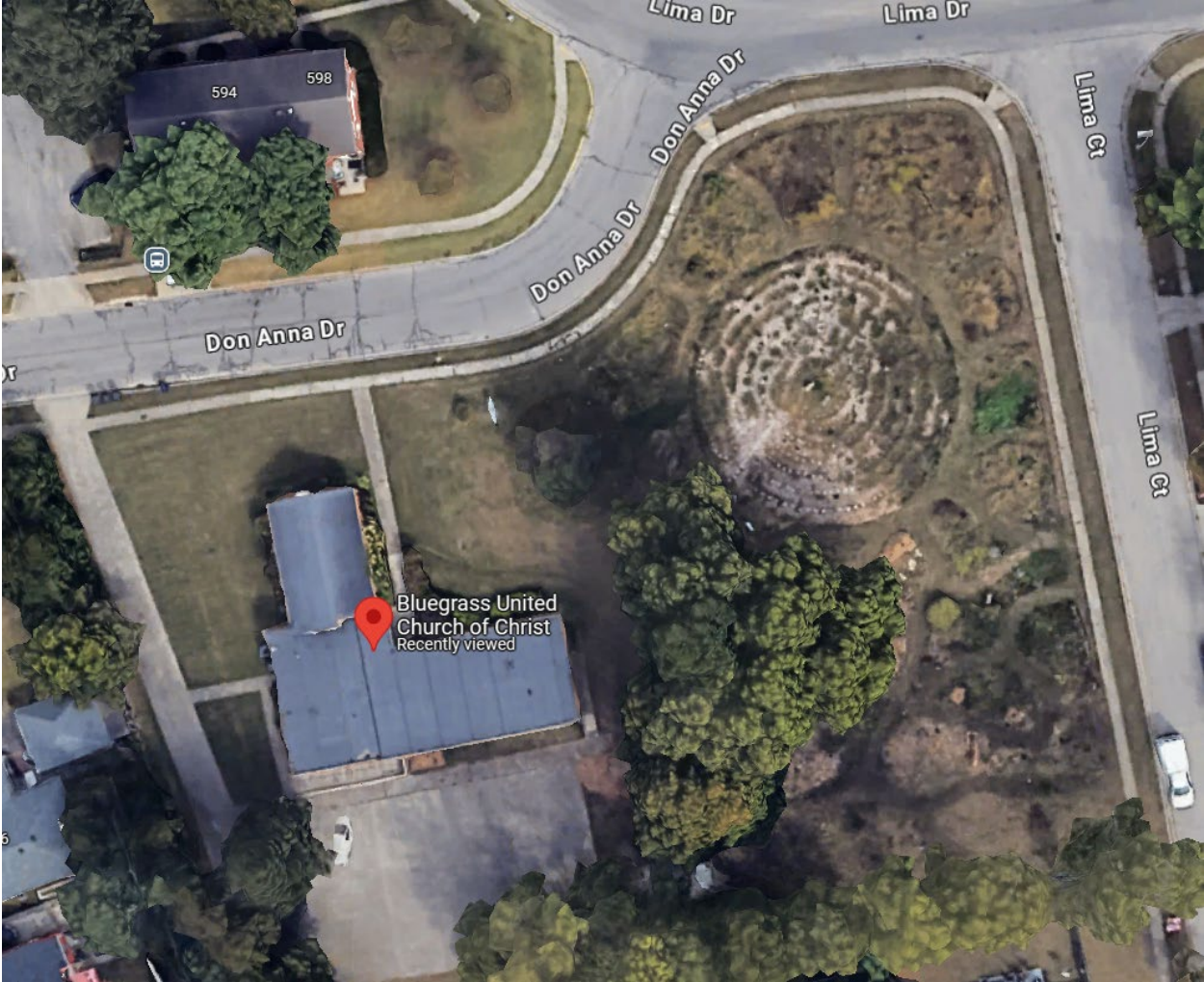
One of the primary goals of the BUCC is to continue their work with urban agriculture and agroforestry. As such, part of this grant will be used to help expand the food forest that has been planted on the property. Native fruit and nut trees will be sourced and planted on the property so that multiple angles of food production can be achieved with the limited space of the planting site. We intend to utilize cultivars of persimmons, pawpaws, and pecans to ensure that the installed trees will be productive in the landscape. The tree cultivar prices in the budget were obtained from England's Orchard, located in Jackson Co., KY (<https://www.nuttrees.net/>). We will, of course, explore all available options to source the optimal stock for the project.

In addition to promoting urban agriculture, the BUCC wants to advance environmental stewardship by increasing tree canopy coverage over impermeable surfaces. As such, we propose to plant 7 B&B street trees along Lima Ct., which has a 7.5 foot wide easement strip. Medium to small sized trees from the approved street tree list will be selected for installation. To allow for proper canopy development and long-term success of the planting the trees will be spaced on 35 ft centers. Soil cores sampled in the easement strip indicate the presence of moderately compacted soils with a minor presence of construction debris. Street tree permits will be applied for following the grant award.

Lastly, we would like to assist in the beautification and functionality of the church grounds by installing 10 B&B trees around the church's memorial labyrinth. Upright or small ornamental species will be selected to maintain a professional and clean appearance while providing privacy for the labyrinth. Another two B&B trees will be used to replace some existing screening conifers that are poorly adapted to the growing conditions of our region. This will be followed by plantings of smaller 3-gallon trees to further increase the canopy coverage of the property and help further establish the framework of the outdoor chapel. Thus, a total of 40 trees are to be planted at the site, of which 19 would be B&B, 8 cultivar fruit and nut trees, and 13 other container trees. Due to the relatively small size of the property, we do not believe a formal planting plan will be necessary.

Volunteers from the church and Kentucky Innovative Farming Network will assist with the planting of the container trees in the spring of 2025. Church members have committed to

watering and maintaining the trees with periodic support from TL staff and volunteers. Trees Lexington will then host two follow-up tree maintenance workshops including on how to establish a proper framework for fruit production. We estimate 80 to 130 individuals will be engaged over the term of the program.



Bluegrass United Church of Christ	Qty./Hrs.	Cost	Subtotal
Trees B&B	19	\$ 190.00	\$ 3,610.00
Trees 3-gallon	13	\$ 23.00	\$ 299.00
Specialty fruit trees	8	\$ 55.00	\$ 440.00
B&B Tree Installation	19	\$ 260.00	\$ 4,940.00
Augering for 3-gallon trees	21	\$ 30.00	\$ 630.00
Tree diapers - 48 in.	19	\$ 47.00	\$ 893.00
Tree diapers - 24 in.	21	\$ 18.00	\$ 378.00
Dimex tree protectors	40	\$ 1.50	\$ 60.00
T-Post stakes	19	\$ 5.00	\$ 95.00
Project Management	20	\$ 40.00	\$ 800.00
Tree Maintenance Assistance & Workshops	20	\$ 40.00	\$ 800.00
Volunteer engagement - food, children's activities	1	\$ 250.00	\$ 250.00
Event marketing	1	\$ 350.00	\$ 350.00
Tree ID Signs & Stakes	10	\$ 30.00	\$ 300.00
Total:			\$ 13,845.00

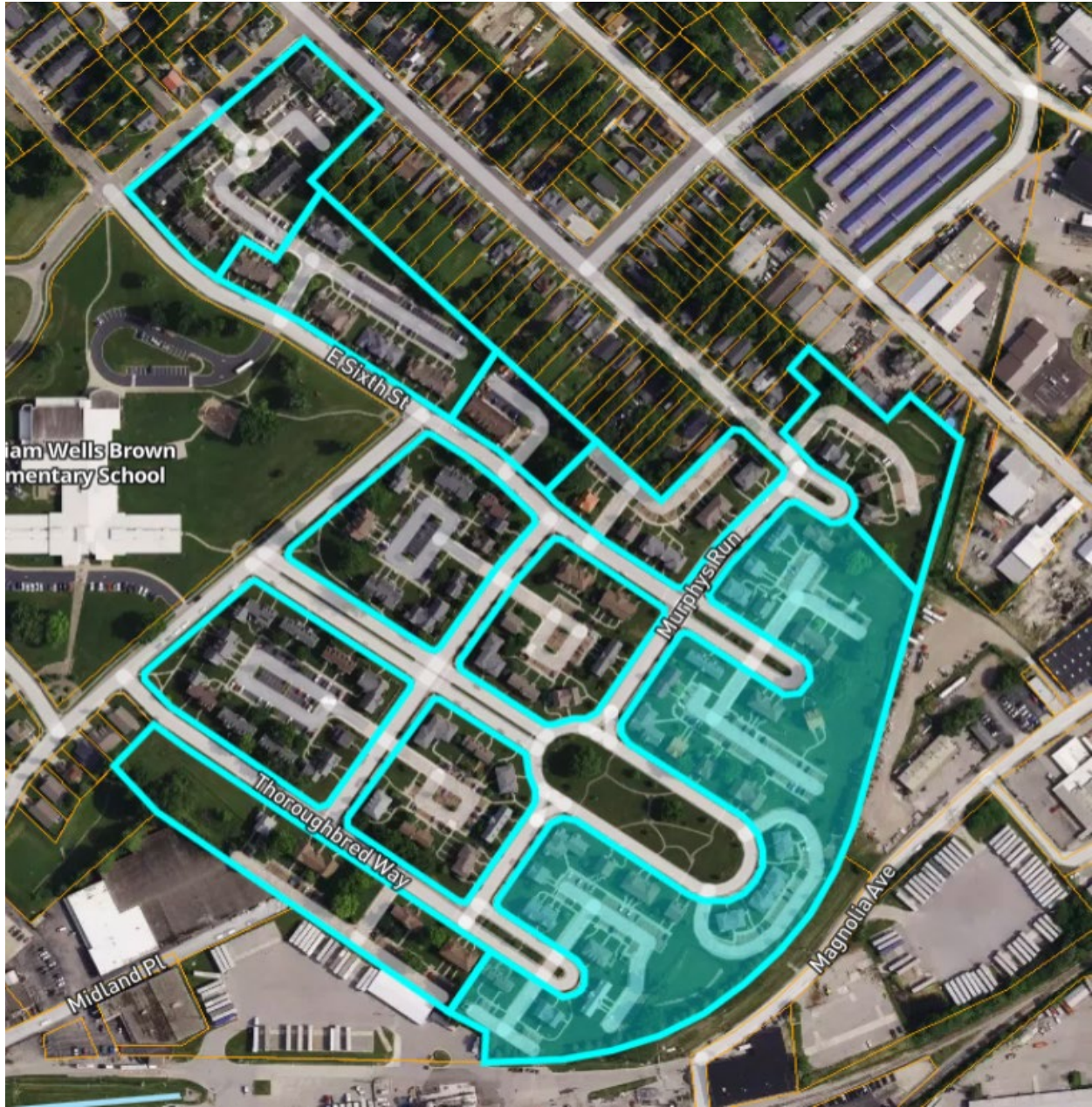
Lexington Housing Authority

The Lexington-Fayette Urban County Housing Authority (LFUCHA) provides safe and affordable housing to low- and moderate-income individuals and families. Given the prioritization of increasing affordable housing units, trees and landscapes are often overlooked with many of the properties lacking tree canopy coverage.

In consultation with the Housing Authority staff we identified 11 large LFUCHA owned parcels that are located in CEJST areas identified as disadvantaged (please see map below). The properties are adjacent to the Shropshire Circle and the William Wells Brown Elementary and Community Center properties where Trees Lexington has installed a significant number of trees and held numerous tree care events over the last several years. We propose adding 235 trees at these properties: 60 B&B and 175 3-gallon containers.

The property planting plans would be developed in early 2025 by Contour Collaborative, a local Landscape Architecture firm to help inform discussions with LHA staff and area residents. Residents will be canvassed and invited to provide input about the planting plan designs at early spring and late summer community events. The large planting area will be divided in three sections for planting and maintenance events. In the spring of 2025, the first planting events will be scheduled with contractors installing approximately 20 landscape size trees and volunteers planting approximately 50 3-gallon container trees. Contractors will plant the remaining 40 B&B trees and another two volunteer planting events will take place in the fall of 2025.

A community mulching event will take place in the fall of 2025 for the trees planted in the spring. An additional total of six community mulching events will be held in the spring and fall of 2025. We will aim to identify and train local tree stewards through the already awarded Lex Grow Trees grant, ideally area residents, to help provide interim care and keep an eye on the trees. Trees Lexington staff and volunteers would be engaged to provide tree maintenance and supplemental watering as needed between the large scale tree care events. We anticipate engaging between 300-500 individuals over the course of the 10 planting and mulching events.



Lexington Housing Authority	Qty./Hrs.	Cost	Subtotal
Trees B&B	60	\$ 190.00	\$ 11,400.00
Trees 3-gallon	175	\$ 23.00	\$ 4,025.00
B&B Tree Installation	60	\$ 260.00	\$ 15,600.00
Augering for 3-gallon trees	175	\$ 30.00	\$ 5,250.00
Tree diapers - 48 in.	60	\$ 47.00	\$ 2,820.00
Tree diapers - 24 in.	175	\$ 18.00	\$ 3,150.00
Dimex tree protectors	235	\$ 1.50	\$ 352.50
T-Post stakes	60	\$ 5.00	\$ 300.00
Planting Design	1	\$ 5,400.00	\$ 5,400.00
Project Management	100	\$ 40.00	\$ 4,000.00
Tree Maintenance - 2 years	160	\$ 30.00	\$ 4,800.00
Resident engagement & canvassing	20	\$ 30.00	\$ 600.00
Volunteer engagement - food, children's activities	10	\$ 250.00	\$ 2,500.00
Event marketing	10	\$ 350.00	\$ 3,500.00
Tree ID Signs & Stakes	30	\$ 30.00	\$ 900.00
Total:			\$ 64,597.50



Lex Grow Trees Grant Proposal - November 2024

Site Photos

1. God's Pantry Food Bank





2. Bluegrass United Church of Christ





3. Lexington Housing Authority







1685 Jaggie Fox Way
Lexington, KY 40511-1084
godspantry.org

November 22, 2024

Tyson Gregory
Trees Lexington
Director of Programs
tyson@treeslexington.com

Lexington Grow Trees Grant

Thank you for the time spent touring our new campus and future Food Bank home at 2201 Innovation Drive. We are excited to offer this letter of support.

Stewardship of the resources entrusted to God's Pantry Food Bank is a key component of our work. This includes the natural resources we own and operate. Our new site includes 15 acres of property including a watershed and greenspace. We intend to nurture these resources to offer a warm and inviting space team members, visitors, and the community can enjoy. Having a variety of native tree species on site will add warmth and help us care for the environment.

We enthusiastically support your recommendations to add trees at strategic locations along Innovation Drive to the south, along the property line to the west and to the north, and along the walking trail to the east. They will help with erosion control, will add habitat, and will offer shade. When the time comes for planting, God's Pantry Food Bank will activate team members and volunteers to complete the work. We are happy to host gatherings so that folks can learn how to properly maintain these and all trees. And we would be pleased to offer our site as a future tour location for others to visit as they consider how they can incorporate trees into their site planning.

Thanks again for the opportunity to help our land thrive.

All the very best,

A handwritten signature in black ink that reads "Michael J. Halligan".

Michael J. Halligan
CEO

This institution is an equal opportunity provider and employer.



November 18, 2024

Lorie Yaste-Zajicek
143 The Masters
Georgetown, Kentucky 40324

To Whom It May Concern,

I am writing on behalf of Bluegrass United Church of Christ (BUCC) located adjacent to the historic St. Martin's Village neighborhood in Lexington, Kentucky. BUCC is a progressive church whose mission is to address social justice and environmental issues and to serve the neighbors in the community. As moderator of the church council, I enthusiastically support the grant application of Trees Lexington and am honored that BUCC is a potential partner in their efforts.

The BUCC Green Team has undertaken an ongoing project to reclaim and restore approximately 1 ½ acres of church property. We have planted over 30 trees and are currently cultivating a food forest and pollinator gardens. Our interest and commitment to learning more about agri-forestry is strong and one that we want to share with our community. We have partnered with the Kentucky Innovative Farming nonprofit to host summer classes. We hope to continue that partnership and to expand it to include opportunities and space for individuals to grow gardens.

To support the project, BUCC commits to the following:

1. Close collaboration with Trees Lexington of specific tree planting sites.
2. Proactive communication and engagement with the church community and our neighbors in St. Martin's Village regarding the importance of increasing agri-forestry initiatives in Lexington.
3. Long-term tree care and maintenance of the newly installed trees by the BUCC Green Team

The restoration of the BUCC green space will benefit the community in a number of ways, notwithstanding the positive environmental impacts. Concurrent plans for an outdoor educational space and outdoor chapel will afford church members and our neighbors alike opportunities for growth, celebration and learning.

Thank you for your consideration of our request and we look forward to collaborating with Trees Lex!.

Sincerely,

Lorie Yaste-Zajicek



LEXINGTON-FAYETTE URBAN COUNTY HOUSING AUTHORITY

300 West New Circle Road • Lexington, KY 40505 • Phone: (859) 281-5060 • Fax: (859) 281-5055

November 25, 2024

Equal Housing Opportunity

BOARD OF COMMISSIONERS

Joan Whitman
Chairperson

William H. Wilson
Vice-Chairperson

Kimberly Scott
Commissioner

Janet Beard
Commissioner

Sally Hamilton
Mayor's Designee

Austin J. Simms
Executive Director

Lex Grow Trees Initiative
200 East Main Street
Lexington KY 40507

To Whom It May Concern,

I am writing on behalf of the Lexington-Fayette Urban County of Housing Authority, which provides safe and desirable affordable housing to low- and moderate-income individuals and families in Lexington, Kentucky. With the support of the Lex Grow Trees initiative, we commit to working with Trees Lexington on the Tree Planting and Community Engagement project at ten of our multifamily housing sites.

To support the project, the LFUC Housing Authority commits to the following:

1. Close collaboration of specific tree planting sites in CEJST areas identified as disadvantaged.
2. Proactive communication and engagement with residents encouraging their involvement in the planting and tree care.
3. Long-term tree care and maintenance of the newly installed trees by LFUCHA maintenance crews.

The Lexington-Fayette Urban County Housing Authority manages more than 1,100 units of public housing spread across the city of Lexington, Kentucky. Given ongoing pressure to provide as many affordable housing units as possible, trees and landscapes are not given high priority for funding. Many of the parcels lack trees and residents would benefit from increased shade and improvements in air quality, among other benefits, from the additional tree installations over time.

Together with Trees Lexington, the LFUCHA will be able to meaningfully increase the tree canopy in low- and moderate-income areas of our community. This effort will result in improved quality of life for all residents of our city over time.

Thank you for your consideration of our request and we look forward to planting trees with Trees Lexington.

Sincerely,

Tom Smith
Development and Modernization Director

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: Trees Lexington, Inc.

Requested Grant Amount: \$99,143.50

Project Elements:

1. Tree Planting at God's Pantry Food Bank
2. Tree Planting at Bluegrass United Church of Christ
3. Tree Planting at Lexington Housing Authority
4. Tree Educational Events
5. Tree Stewards Program Continued Implementation and Tree Maintenance

RECOMMENDATION OF THE SCORING COMMITTEE

- Applicant and proposed project meet program eligibility requirements. Project Score: **97.5**.
- Approve the Grant Application for the **Partial** amount of **\$91,943.50**.
- Approve the Grant Application with the following stipulations:
 1. Applicant shall obtain written approval / agreement prior to work being done on properties not owned by the Applicant. Applicant shall provide a copy of the written approval / agreement to the LFUCG Grant Manager.
 2. Make sure that all property owners are aware of the installation of tree diapers, are in agreement, and are willing to maintain them appropriately.
 3. Grant funds shall not be allocated to or used for the creation of Planting Designs.
 4. Provide a revised schedule to the Grant Manager by 12/31/24, showing the date for the removal of the metal T posts and arborist ties.

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: \$ 91,943.50

The grant is approved with the following stipulations: see items 1-4
in the recommendation section above

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

Other: _____


Chairperson

12-19-2024
Date

EXHIBIT C

LEX GROW TREES GRANT PROGRAM GUIDELINES

Lex Grow Trees Grant Program Guidelines

Round 2 – Fall 2024

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.

Based on the Urban Tree Canopy Study, LFUCG-owned properties are, on average, meeting the 30% recommended city-wide canopy goal. The study shows that other publicly-owned properties and most privately-owned properties are in need of increased tree canopy. As such, the Lex Grow Trees Grant Program will provide preference to projects proposed on properties not owned by the City.

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

Ineligible for Funding

In general, the following items are not eligible for funding; however, potential applicants are encouraged to discuss their proposed project idea with the Division of Environmental Services prior to the application deadline if there are questions about funding eligibility.

1. Planting of trees to fulfill development and/or zoning requirements (e.g., Chapter 17B of the Code of Ordinances, Articles 18 and 26 of the Zoning Ordinance, and Article 6-10 of the Land Subdivision Regulations). Trees proposed for a development site that are in addition to trees that are required by ordinance are potentially eligible for funding if the applicant can demonstrate that they have funds available to complete the required plantings.
2. Tree-related activities, like planting or maintenance, on LFUCG property, or marketing or educational campaigns about trees generally that can be, or is being, performed by LFUCG staff.
3. Indirect costs, including, but not limited to those applied as a percentage of the direct costs of the proposed project budget.

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 (budget must be specific, justified, and reasonable)
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. The final ten percent (10%) of the grant funds shall not be requested until the project is complete and the final report (see #13 below) is submitted. Upon acceptance of the final report, the final invoice will be processed for payment, and the grant will be closed out.
6. Organizations 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.