

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 **Hartland Homeowners Association** (Hereinafter "Organization"), with the mailing address of 4910 Hartland Parkway, Lexington, Kentucky 40515.

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 \$76,785.20 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

Hartland Homeowners Association
Organization Name (Printed)

BY: [Signature]
Signature

HHA Secretary - 2024
Title

[Signature]
WITNESS SIGNATURE

April O Thompson
WITNESS PRINTED NAME

06-07-24
DATE

EXHIBIT A

ORGANIZATION'S APPLICATION

Form Name:	Lex Grow Trees Grant Application
Submission Time:	April 26, 2024 1:46 pm
Browser:	Firefox 124.0 / Windows
IP Address:	107.10.160.111
Unique ID:	1219387225
Location:	38.0052, -84.423

Lex Grow Trees Grant Application

Organization information

Name of organization	Hartland Homeowners Association
Street address and zip code	4910 Hartland Parkway 40515
Email	hartland@qx.net
Phone	(859) 272-2033

Contact information

Contact person name	Lisa Richardson
Contact person title	Hartland Homeowners Association Board od Diretors
Contact person phone number	(859) 312-8978
Contact person email address	hartlandwebsite@gmail.com

Project information

Upload a PDF packet with the project narrative, scope of work and community ojectives.	https://drive.google.com/uc?id=1f_-8hHC4O6T1xVxkZxxjjJKDyTgtcxBo&export=download&display=/1219387225HartlandHomeownersAssociation_hartland_urban_forest_final__print_actual_size.pdf
Project start date	Oct 01, 2024
List milestone dates	10/01/2024,11/1/2024,4/1/204,4/26/2024,10/31/2025
Expected completion date	Oct 31, 2025
Upload a document with the project budget and explanation	https://drive.google.com/uc?id=15WNtV3odtWH2ZOd-kftDNX4jsa6c2WHD&export=download&display=/1219387225HartlandHomeownersAssociation_landscapers_paradise_proposal__hha_42524_final.pdf
Are you willing to accept partial funding?	Yes
List the address/addresses and Council District where the project is located. Find the Council District at lexingtonky.gov .	Hartland subdivision, in Council District 12. Our project will impact the entire neighborhood. Please see project document for maps showing where each of the five phases will have an impact on our tree canopy.

Supplemental material

Combine and upload a minimum of three color photographs of the project area.

https://drive.google.com/uc?id=10sctspgf_6bCBe8O9IfMYR2PZR2JSnl3&export=download&display=/1219387225HartlandHomeownersAssociation_hartland_urban_forest_final__print_actual_size.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=19HDrx6LdrpjziOLBegD7qKINL_NzCYyD&export=download&display=/1219387225HartlandHomeownersAssociation_hartland_urban_forest_final__print_actual_size.pdf

Combine and upload any other supporting documents or letters of support.

https://drive.google.com/uc?id=13g-hAY1Fmbeabm8474Jm62p2zg6xofwE&export=download&display=/1219387225HartlandHomeownersAssociation_hartland_letter_of_recommendation_for_lex_grow_trees_grant.pdf



LEXINGTON

12th District Office of Councilmember Kathy Plomin

Dear Committee Members,

I am writing in recommendation for the Hartland Homeowner's Association funding request to Lex Grow Trees for their Growing Together project.

The Hartland HOA has played a pivotal role in caring for their neighborhood's tree canopy for many years. During my time in office, I have witnessed the association support their neighborhood and all of its residents, particularly as it pertains to their tree canopy that is vibrant and notable. Due to weather events and other issues, they have recently put a lot of money and effort toward protecting and maintaining their tree canopy.

The HOA's past efforts and future plans for their tree canopy is important not only for the neighborhood, but for all nearby neighborhoods as well. While the neighborhood may not be in a nature deficient area as defined in the 2022 Tree Canopy Assessment Report, many nearby neighbors enjoy Hartland Park and the abundant tree canopy, particularly those in Council District 8 and 7, some of which have the highest rates of asthma by census tract and are low socio-economic areas.

The Growing Together project would fund noteworthy programs for the community such as the Street Tree Initiative that supports eligible homeowners who demonstrate financial need or other circumstances with maintenance or replacement. Additionally, the neighborhood Arbor Day event would bring neighbors together across generations and provide education on the importance of trees to our ecosystem. These are important programs that would thrive under the leadership of the Hartland Neighborhood Association.

The investment of \$100,000 will be well spent with the Hartland HOA's project. I ask that you please give their submittal your serious consideration. Thank you to all serving on the Lex Grow Trees Committee for your dedication and work on behalf of Lexington.

Best,

Kathy Plomin
LFUCG 12th District Councilmember



GROWING TOGETHER
Trees for a New Generation

Hartland Homeowners Association
4910 Hartland Parkway
Lexington, KY 40515

(859) 272-2033 or hartland@qx.net

BACKGROUND

Hartland is a vibrant, multigenerational neighborhood known for its mature trees and abundant, casual landscaping. It includes 972 homes whose owners enjoy large common public areas landscaped with a variety of trees, bushes, and perennials. Roadway corridors are shaded by a beautiful tree canopy from mature street trees that were planted 30-40 years ago as the neighborhood was developed. Trees are central to our identity.

Hartland is a unique community whose residents span generations. Many original homeowners continue to reside in the neighborhood. Dozens of their adult children have moved back to Hartland to raise families of their own. This program, **Growing Together: Trees for a New Generation**, has been developed to foster communion between younger and older residents as they share in the restoration, maintenance, and growth of our beautiful urban forest.

Over the past year, Hartland experienced several large storms that severely impacted its tree canopy. These storms resulted in more than 50 trees being blown over, as well as dozens more with severed limbs; cleanup costs in 2023 exceeded \$77,000. As our weather patterns become increasingly unpredictable and tumultuous, the tree canopy continues to be at risk.



(Left) One of the diseased pear trees on the property that split during a spring storm in 2023.



(Right) Our younger Hartland residents helping to clean up downed limbs.



In 2023, Hartland began working with Landscape Architect Mark Yanik and Certified Arborist John Saylor to identify issues and opportunities to enhance and restore the landscape. Their study concluded that many of the 1,000+ trees maintained by the Hartland Homeowners Association (HHA) and a good portion of the ~ 1,500 street trees maintained by homeowners are nearing the end of their expected lifespan for urban trees. Accordingly, the HHA has taken proactive measures to remove dead and diseased trees in high traffic areas to guard against the risk of hazard to its residents and guests.

Hartland finds itself in the challenging position of balancing its financial resources, continuing necessary maintenance, replacing trees lost in 2023 to weather and old age, and expanding its tree canopy to provide shade, increase biodiversity, reduce storm water runoff, and provide screening.

The HHA very much appreciates the opportunity to apply for this exciting grant opportunity and we are looking forward to growing our partnerships with LFUCG's Division of Environmental Resources, our neighborhood volunteers, and professionals, all working collectively to enhance, restore and promote the long term multi-generational health and vitality of our urban forest.



OBJECTIVES

Growing Together: Trees for a New Generation is an initiative intended to restore and increase our beautiful urban forest. Our goal of planting 284 trees will be met through three projects, discussed more thoroughly in the following pages of this document.

These projects enhance and expand the urban forest and provide several avenues for community education and engagement, while aiding some of our more vulnerable community members with financial assistance for new street trees.

The program provides a unique opportunity to engage every generation of the Hartland community through the shared goal of urban reforestation.

Area 1, street tree right of way(s) for the Hartland subdivision.



SCOPE OF WORK

There are three projects within the **Growing Together: Trees for New Generation** initiative that will result in 284 trees being added to Hartland. The three projects are discussed in greater detail on the following pages.

1. **Hartland Street Tree Initiative:** Developed to assist eligible homeowners who demonstrate financial need, physical disability, or extenuating circumstances in the maintenance or replacement of second-generation trees in street easements.
2. **Common Area / Rainwater Basin Planting:** Intended to plant second-generation shade trees in Hartland common areas, including over three miles of HHA maintained public roadway medians, with a strong focus on our rainwater basins.
3. **Hartland Arbor Day Event:** Crafted as a cross-generational event for community engagement and education on the importance of trees to our ecosystem, as well as providing practical experience identifying, planting, and maintaining trees.



PROJECT: Hartland Street Tree Initiative

When Hartland was developed, the main arteries of the neighborhood were planted with Pin Oak trees in the public right of way easement. Many side streets were also developed with a monoculture of trees, many of which are no longer accepted under the LFUCG Street Tree Guidelines. Several side streets were not developed to include any street trees. Hartland was planted very heavily with Ash, Pin Oak and Bradford Pears, nearly all of which are in a state of decline or are invasive.

The **Hartland Street Tree Initiative** was developed to restore and expand Hartland's tree canopy by assisting residents in need with planting second-generation street trees. Specifically:

1. providing trees that are appropriate for the planting location,
2. assisting the homeowner with planting the trees, and
3. performing tree maintenance for residents with physical disabilities.

The program is open to homeowners who request assistance based on financial need, disability, or extenuating circumstances; the homeowner may be asked to provide supporting documentation to confirm eligibility. The homeowner must occupy the Hartland property and is responsible for ongoing maintenance of the new trees.

Homeowners requesting assistance must complete a formal application in October 2024. Once an application is approved, the homeowner will be placed on the Street Tree list in the order in which their application was received. The HHA will work with the homeowner to determine the species and location of their tree(s). Participation is strictly voluntary. Initially, the HHA will subsidize one tree for each approved application; additional trees may be funded depending on the number of applications approved.



This homeowner recently lost 3 very large pin oak street trees and not yet had the opportunity and/or resources to replace them. This homeowner has lived in this home for over 30 years and may well qualify for our street tree funding program.

Budget: \$27,690 of the \$99,166 for the entire initiative

- \$27,690 - Purchase and planting of 40 LFUCG approved street trees
- \$547 - Purchase of slow watering bags for each tree (HHA funded)

Project Schedule:

- Application window - October 2024
- Planting of new trees – November 2024



PROJECT: Common Area and Rainwater Basin Planting

The second feature of **Growing Together: Trees for a New Generation**, involves expanding the urban forest in Hartland's common areas, focusing on areas that have suffered mature tree loss due to storm damage, age, or disease, as well as open water basins throughout the neighborhood. These common areas, including over 3 miles of HHA maintained public roadway easements, medians, and rainwater basins, serve as important urban forests, providing a dynamic ecosystem that helps filter air and water, control storm water, conserve energy, provide wildlife habitat, shade, and natural beauty.

These areas are critical for providing beautiful, shaded recreation areas to Hartland residents and the general public who access Hartland facilities. Activities located in these areas help strengthen a strong sense of neighborhood fellowship while adding economic value to the neighborhood and ecological value to the larger Fayette County community.

Landscape Architect Mark Yanik surveyed Hartland common areas to identify opportunities for growth and expansion of the tree canopy. The focal areas for planting include two HHA maintained rainwater basins, known as Area 2 (Castle Lawn) and Area 3 (Golden Oak).



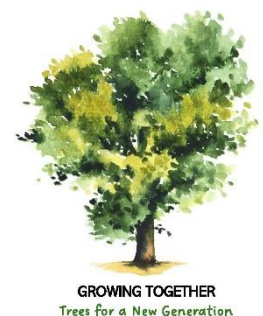
Area 2: Castle Lawn rainwater basin.



Area 2, an HHA maintained detention basin, has always been devoid of trees. Adding 10 water loving trees will certainly have a very positive environmental impact.

These plantings will help increase the urban forest canopy as trees were never planted in these basins. Additional benefits will include reduction of stormwater runoff, carbon storage, and creation of wildlife habitats.

The HHA hopes that this can be a steppingstone in the transformation of the mowed grass basins into wildflower meadows to make an even greater impact. By reducing ongoing maintenance costs, the HHA can redirect those funds towards future tree planting or ongoing tree maintenance projects.



Area 3, the HHA maintained detention basin on Golden Oak Drive, will also receive 10 water loving trees. This is the first step to larger stormwater quality improvement projects.



This initiative also includes **HHA maintained public greenspaces** i.e., medians on roadway corridors, and park spaces. Below are pictures of Area 4, an HHA maintained greenspace behind the clubhouse and pool, near the LFUCG pump station.



Steep grades lead down to the stream on HHA maintained property. The stream resides in and receives storm water from the adjoining horse farm. This is a fantastic opportunity to replace 35 recently fallen trees with native species that will enhance and improve this important riparian buffer and improve the storm water quality before it leaves the Hartland neighborhood.

Special focus will be on planting trees along the steep riverbank around the LFUCG pump station at the back of the clubhouse grounds that is maintained by the HHA; see pictures below. The focus is on preservation of soils, reduced soil run-off, reducing stormwater runoff, increasing biodiversity and habitat.

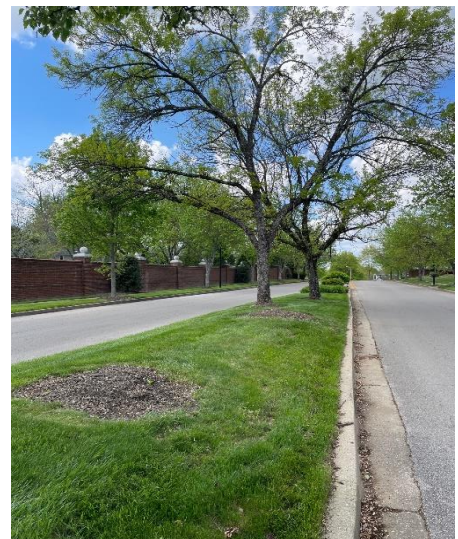


Second generation trees are also proposed in bare locations where trees have come down over the years within the Hartland Parkway and Kenesaw medians, known hereafter as Area 5.

These next generation trees are proposed near existing trees that in decline so that when the tree does completely die and must be removed, there will already be another tree that has already had time to grow to offset (and ideally replace) the dead trees' canopy loss and then some.



(LEFT)
Wide medians on Hartland Parkway where non-native trees have passed offer fantastic future home sites for large majestic native oak trees.



(RIGHT)
Replacing fallen trees and planting new ones now to offset trees in decline is the name of the game. Here we have already lost 2 ash trees with the remainder of the bunch in decline.

Budget: \$66,476 of the total initiative cost of \$99,166

- Purchase and planting of LFUCG approved trees
- Purchase of slow watering bags for each tree planted (HHA funded)

Breakdown of trees (see attached quote for more detail):

- \$6,923 for 10 trees in Area 2
- \$6,923 for 10 trees in Area 3
- \$20,022 for 52 trees in Area 4
- \$15,230 for 22 trees in Area 5
- \$1,032 for slow watering bags for each tree planted (HHA funded)
- \$17,381 for landscape company to refill watering bags, 1 growing season

Project Schedule:

- Planting of new trees – October 1 through November 30, 2024



PROJECT: Common Area and Rainwater Basin Planting (continued)

Landscapers Paradise, LLC

Greg Spivey

Owner

3705 N Cleveland Road

Lexington, KY 40516

859-299-3555

gregspivey@hotmail.com

Proposal:

Hartland Tree Planting Project

The Hartland Homeowners Association

Date: 4-25-24

The following is a proposal to provide and install trees at priority planting sites within the Hartland Neighborhood as outlined in the grant application.

1. Area #1: Hartland Street Tree Program

10 Wildfire Blackgum 2.5" Cal. @ \$650 ea. = \$6,500

10 Swamp White Oak 2.5" Cal. @ \$650 ea. = \$6,500

10 Yellowwood trees 2.5" Cal. @ \$650 ea. = \$6,500

10 Ginkgo Autumn Gold 2.5" Cal @ \$650 ea. = \$6,500

* Utility locate for each 35 properties is included in the prices above.

* All trees to be located and installed at the same time.

Area 1 SubTotal = \$26,000

Tax: \$1,690

Area 1 Grand Total: \$27,690

2. Area #2: Detention Basin - Castletawn

3 Exclamation London Plane Trees 2.5" Cal. @ \$650 ea. = \$1,950

5 Bald Cypress 2.5" Cal. @ \$650 ea. = \$3,250

2 Wildfire Blackgum HOA Street Trees 2.5" Cal. @ \$650 ea. = \$1,300

Area 2 SubTotal = \$6,500

Tax: \$422.5

Area 2 Grand Total: \$6,922.5

3. Area #3: Detention Basin - Golden Oak Drive

5 Swamp White Oak Trees 2.5" Cal. @ \$650 ea. = \$3,250

5 Bald Cypress 2.5" Cal. @ \$650 ea. = \$3,250

Area 3 SubTotal = \$6,500

Tax: \$422.5

Area 3 Grand Total: \$6,922.5

Landscapers Paradise, LLC

1 of 2



GROWING TOGETHER
Trees for a New Generation

4. Area #4: Clubhouse Grounds with concentration in the Riparian stream buffer & steep slope transition areas.

3 Hickory Trees 2.5" Cal. @ \$650 ea. = \$1,950
5 Bald Cypress 2.5" Cal. @ \$650 ea. = \$3,250
1 Yellow Buckeye Trees 2.5" Cal. @ 650 ea. = \$650
7 October Glory Maple Trees 2.5" Cal. @ \$650 ea. = \$4,550
7 Brackenbrown Magnolia Trees 8' Ht. @ \$650 ea. = \$4,550
1 Exclamation Plane Tree 2.5" Ht. @ \$650 ea. = \$650
2 Sawtooth Oak 2.5" Cal. @ \$650 ea. = \$1,300
1 Catalpa Tree 2.5" Cal. @ \$650 ea = \$650
25 Pawpaw Trees 3 Gal' @ \$50 ea. = \$1,250

Area 4 SubTotal = \$18,800
Tax: \$1,222
Area 4 Grand Total = \$20,022

5. Area #5 Primary Roadway Medians (Hartland Parkway & Kenesaw Dr.)

5 Swamp White Oak Trees 2.5" Cal. @ \$650 ea. = \$3,250
5 Yellowwood Trees 2.5" Cal. @ \$650 ea. = \$3,250
5 Ginkgo Autumn Gold Trees 2.5" Cal. @ \$650 ea. = \$3,250
7 Wildfire Blackgum Trees 2.5" Ca. @ \$650 ea. = \$4,550

Area 5 total = \$14,300
Tax: \$929
Area 5 Grand Total = \$15,229.5

Total number of 2.5" and 8' Ht. Trees to be installed = 112
Total number of pawpaw trees: 38
Grand total number of trees 150

6. Tree Watering all 68 HOA Maintained trees (Areas 2-5) installed above:

Total Tree Watering Cost for one growing season (68 trees x 12 tree watering events x \$20 =
\$16,320 + \$1,060 tax = \$17,380.80

Project Grand Total = \$94,166



PROJECT: Hartland Arbor Day Event

This neighborhood-wide event is designed to increase awareness of the urban forest through games, hands-on experience, and practical demonstrations by experts. Activities will include the following:

1. **Tree planting workshop:** An arborist will provide a short overview on how to plant and maintain young trees. At the conclusion of the workshop, 150 saplings will be given to families to take home and nurture.
2. **Creation and dedication of Hartland's mini forest:** Starting with a brief introduction to a selection of the common trees in Kentucky, this hands-on activity lead by experts will create a small, wooded area near the Hartland playground with 5-6 new trees being planted by the attendees. Participants will receive educational materials that reinforce correct tree placement, proper tree maintenance, and the ongoing benefits from trees.
3. **Art contest for neighborhood children:** Hartland children and grandchildren will be encouraged to create tree-themed art. Their work will be displayed at the Arbor Day event; winning entries will be framed/mounted and displayed in the Hartland clubhouse and on the website (hartlandoflexington.com).
4. **Educational (and fun!) games:** The event will include several games for participants:
 - a. Treevia, where teams pool their knowledge to compete against each other in an educational and fun game of trivia.
 - b. A scavenger hunt where participants scour the grounds to find trees matching the leafy clues provided them at the beginning of the hunt. With the variety of trees on the grounds, the children will be able to identify several species.
 - c. Forestry crafts that include bark rubbings where participants compare the textures of the bark of multiple trees and the creation of a tree collage where the trunk and branches are formed by tracing their hand on colored paper.

Budget: \$5,000 of the \$99,166 for the entire initiative

- \$2,000 for the purchase of 5-6 small, LFUCG approved trees for the mini forest
- \$1,500 for the purchase of the small saplings for families to plant at home
- \$500 to frame/mount winning entries in the art contest for a temporary display in the clubhouse to pique the interest of visitors and expand the educational reach of the event
- \$500 for guest lecturer
- \$300 for craft materials
- \$200 for refreshments

Project Schedule:

- Art contest – April 2025
- Arbor Day event – April 26, 2025



Landscapers Paradise, LLC

Greg Spivey

Owner

3705 N Cleveland Road

Lexington, KY 40516

859-299-3555

gregspivey@hotmail.com

Proposal:

Hartland Tree Planting Project

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2 Wildfire Blackgum HOA Street Trees 2.5" Cal. @ \$650 ea. = \$1,300

Area 2 SubTotal = \$6,500

Tax: \$422.5

Area 2 Grand Total: \$6,922.5

3. Area #3: Detention Basin - Golden Oak Drive

5 Swamp White Oak Trees 2.5" Cal. @ \$650 ea. = \$3,250

5 Bald Cypress 2.5" Cal. @ \$650 ea. = \$3,250

Area 3 SubTotal = \$6,500

Tax: \$422.5

Area 3 Grand Total: \$6,922.5

Landscapers Paradise, LLC

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\$16,320 + \$1,060 tax = \$17,380.80

Project Grand Total = \$94,166

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: Hartland Homeowners Association

Requested Grant Amount: \$94,166.00

Project Elements:

1. Hartland Street Tree Initiative
2. Common Area / Rainwater Basin Planting
3. Hartland Arbor Day Event

RECOMMENDATION OF THE SCORING COMMITTEE

- Applicant and proposed project meet program eligibility requirements. Project Score: **80.5**.
- Approve the Grant Application for the Partial amount of **\$76,785.20**.
- 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.
 2. Grant funds shall not be allocated to or used for watering trees during the first year after planting.
 3. No individual project area shall be planted with more than 25% blackgum.
 4. Applicant shall work with DES and DWQ to determine exact planting locations in areas #2, #3, and #4.

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: \$ 76,785.20

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.