

# Plant for the Planet Matching Grant Program



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## Request for Proposals

LG&E, KU and ODP are pleased to invite nonprofit organizations and local government programs from across our service territory with a successful record of tree planting to submit an application for our *Plant for the Planet* Grant Program.

## Grant Program Objectives

- To promote community tree planting efforts
- To promote stewardship of Kentucky's trees
- To encourage long-term investment in community forestry programs
- To replace trees destroyed by storm damage
- To achieve conservation results through strategic tree planting efforts
- To engage the community in tree planting efforts
- To promote our *Right Tree, Right Place* program ([www.lge-ku.com/rsc/right\\_tree\\_right\\_place.pdf](http://www.lge-ku.com/rsc/right_tree_right_place.pdf))

## Grant Program Overview

Our Plant for the Planet program targets nonprofit organizations and local government programs within our service territory with a demonstrated history of successful tree planting efforts. Eligible grantees include projects that will improve the environment and the lives of individuals who live, work or play near the planting area. We offer one-year grants of \$500 to \$5000 for urban, suburban or rural projects in forests and parks, along parkways or roadways that meet program objectives. Applicants must demonstrate that mature trees resulting from their efforts will not interfere with utility lines.

Successful grant proposals must clearly state project objectives, anticipated results and how the project will improve the environment and benefit individuals in the area. Applicants should briefly describe past tree planting projects they successfully implemented. Additionally, applicants should describe whether the tree planting efforts will engage volunteers or provide an educational resource to the community or targeted groups. We are especially interested in the applicant's description of how the program will promote our *Right Tree, Right Place* initiative. Such promotion is a requirement for all successful awardees.

Plant for the Planet grants will give preference to native tree planting projects, but will also fund appropriate non-native tree species. Invasive tree species will **not** be funded. We provide grant recipients with the opportunity to select tree species and sizes appropriate for their project, in addition to selecting their own nursery. A list of recommended nurseries can be supplied upon request. Grants are designed to fund understory and canopy trees. Shrubs and herbaceous plants will not be funded.

The *Plant for the Planet* Grant Program will fund new or ongoing planting efforts. Planting should be completed within the one-year term of the grant. Applicants can apply for funding annually; however, only a limited number of projects will be able to receive support. Applicants are required to match requested funds dollar for dollar.

## Who is Eligible?

To be eligible for a *Plant for the Planet* Grant, the applying organization must:

1. be located within the LG&E, KU or ODP service territory;
2. be a 501(c)(3) nonprofit organization or a local government program; and
3. have a demonstrated history of successful tree-planting efforts.

## Grantee Award Requirements

- **Timeline:** Planting must be completed within the one-year term of the grant.
- **Tree Species:** Preference is given to native tree planting projects, but funding is also provided for appropriate non-native tree species. Invasive tree species will **not** be funded. Shrubs and herbaceous plants will not be funded. For a list of invasive plants, see the Kentucky Pest Plant Council's list: [www.se-eppc.org/ky/list.htm](http://www.se-eppc.org/ky/list.htm).
- **Commitment:** Applicants must commit to long-term maintenance of planted trees.
- **Utility Line Interference:** Applicants must prove that trees will not interfere with utility lines at maturity.
- **Funding:** Applicants must match requested funds dollar for dollar.
- **Communications and Public Relations:** LG&E, KU and ODP will promote *Plant for the Planet* projects and participants through its website, media and other outlets. Grantees will be expected to provide periodic stories, photographs and interviews as part of these stories. Grantees are also asked to provide stories in their own outlets, including website, newsletter or other tools to promote the partnership, and to promote the *Right Tree, Right Place* program. All project materials, events and other related activities should clearly note the sponsorship of LG&E, KU or ODP.
- **Grant Agreement:** Grant recipients will be required to sign a grant agreement.

## Grantee Restrictions

*Plant for the Planet* grants are designed to fund tree-planting efforts, with the majority (80%) of funds devoted to purchasing plant material. Grant funds may not be used for indirect costs, overhead and other expenses not directly related to the project. Funds may not be used for travel, land acquisition, endowments, construction of buildings or scientific studies.

## How to Apply

A copy of the grant application is available at [www.lge-ku.com/plantfortheplanet/default.asp](http://www.lge-ku.com/plantfortheplanet/default.asp). **Submission deadline is Nov. 30, 2011.** Applications must be mailed. Applications submitted via email will not be accepted.

## Award Notices and Funding Procedures

Grant applicants will receive a letter by Jan. 31 with the status of their proposal. Award recipients should send an invoice to the mailing address shown at the bottom of the last page of the application, with the approved budget and the total amount to be provided by the grant. Funds cannot be distributed without an invoice.

## For More Information

For more information about the *Plant for the Planet* Grant Program, contact **Katie Greene** at [katie.greene@lge-ku.com](mailto:katie.greene@lge-ku.com) or 502-627-3293.

# Plant for the Planet Matching Grant Program

## 2012 Grant Application



Project title: \_\_\_\_\_

Organization name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Employer ID Number (EIN): \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

County: \_\_\_\_\_

Planting will take place in:       LG&E Service Area       KU Service Area       ODP Service Area

If you are a successful grantee, will your organization promote the *Right Tree, Right Place* program?       Yes       No

If "Yes," please describe how such promotion will occur:

\_\_\_\_\_

Please fully describe your organization's ongoing tree planting efforts. (You may attach an additional sheet if necessary.)

\_\_\_\_\_

Total amount requested: \_\_\_\_\_

Total project cost: \_\_\_\_\_

Total number of trees planted to date through this project: \_\_\_\_\_

Total number of trees needed to complete project: \_\_\_\_\_

Planting location(s), including name of street, park, etc.: \_\_\_\_\_

Anticipated planting date: \_\_\_\_\_

### Project Narrative

(Please attach your response as a maximum of two single-spaced pages using 12-point Times New Roman typestyle.)

Please describe how the project for which your organization seeks funding meets the *Plant for the Planet* grant objectives. Be sure to outline the scope of your project, justification, participating partners, volunteers, involved school groups, any educational components and any other background information, including a brief description of past tree planting projects relevant to this application.

### Project Detail Highlights

Number of trees to be planted: \_\_\_\_\_

Estimated size of trees at planting (e.g., "seedling," "2-inch caliper," etc.): \_\_\_\_\_

Type of trees:       Hardwood       Softwood       Mixed  
                          Canopy       Understory       Mixed  
                          Native       Non-native (*Invasive trees will not be funded*)

Partner organizations (if any): \_\_\_\_\_

Volunteer groups involved (if any): \_\_\_\_\_

If you are one of the successful awardees, please describe how your organization will publicly promote your tree planting project and LG&E, KU or ODP's sponsorship (e.g., website announcement, organization's newsletter, special events, etc.):

\_\_\_\_\_

**Site Plan and Vicinity Map** (Attach map with proposed planting locations, existing structures and utilities.)

City/Town: \_\_\_\_\_

County: \_\_\_\_\_

## Proposed Budget

Each grant request must be matched dollar for dollar from other funding sources. The match can either be cash, in-kind services or a combination of both. Please provide the following cost figures associated with your tree-planting effort:

**Materials** (*The cost for non-vegetative material cannot exceed 20% of the total grant request.*)

- Cost of trees: \_\_\_\_\_
- Equipment purchase or rental: \_\_\_\_\_
- Mulch, stakes, etc.: \_\_\_\_\_

### Labor

- In-kind: \_\_\_\_\_
- Other: \_\_\_\_\_

**Total amount requested:** \_\_\_\_\_

**Total amount provided through match:** \_\_\_\_\_

- Cash: \_\_\_\_\_
- In-kind (Describe): \_\_\_\_\_
- Other (Describe): \_\_\_\_\_

## Maintenance Schedule

(Please attach your response as a one-page, single-spaced document using 12-point Times New Roman typestyle.)

All successful grant awardees must adhere to strict maintenance requirements. Please describe how your organization will maintain the newly planted trees to prevent them from being destroyed by mowers, deer, drought and other natural or non-natural challenges. Please include a maintenance schedule describing the proper watering schedule which will be employed, as well as the planned pruning, mulching and stake removal. Provide the name of the person(s) who will be responsible for overseeing the maintenance practices required by this paragraph for a minimum of three years from the date of tree planting.

If planting street trees, do you have the ability to keep trees watered or gator bags filled following planting, if needed?  Yes  No

Do you plan to use gator bags?  Yes  No

If yes, how many? \_\_\_\_\_

The signature affixed below is that of our organization's authorized representative who has the authority to obligate our organization to perform pursuant to all representations provided herein. Such individual attests that all of the information provided herein is accurate.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Title Date



**As described above, please make sure you've included the following attachments with your grant application:**

- Project Narrative (maximum of two pages using 12-point Times New Roman typestyle);
- Site Plan and Vicinity Map; and
- Maintenance Schedule (maximum of one page using 12-point Times New Roman typestyle).

**In addition, your application must include the following information:**

- a copy of your organization's most recent 501(c)(3) tax-exempt determination letter;
- a copy of your organization's current budget; and
- a list of your board of directors.

**Send application and required information to:** LG&E, KU and ODP "Plant for the Planet"  
Corporate Responsibility — 11th floor  
220 W. Main St.  
Louisville, KY 40202

**Applications must be mailed. Applications submitted via email will not be accepted.**

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