

RAMONA TREE TRUST GRANT PROGRAM

The Ramona Tree Trust is incorporated under the laws of the State of California and is a federally recognized 501(c)(3) non-profit, charitable organization. The purpose of the Ramona Tree Trust is to fund the preservation, stewardship, replacement and new planting of trees and native vegetation in Ramona, California. Grants from the Ramona Tree Trust are made to support public tree-planting projects in the Ramona community planning area.

The Ramona Tree Trust Board of Directors:
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Ramona Tree Trust
P.O. Box 683
Ramona, CA 92065

WHAT YOU SHOULD KNOW TO BEGIN

While it may be relatively simply to plant trees, care and stewardship are the two essential elements to establishing them. Healthy, mature trees are the result of a serious and planned commitment during the first three years after planting. Volunteers will need to water, provide proper tree trimming and shaping, cleanup and weeding of the site, checking tree stakes, removing ties, and submitting progress reports to the Ramona Tree Trust.

PLANNING A SUCCESSFUL TREE PROJECT

The success of your tree planting will be determined by the number of trees established over the first three years. Successful projects will be able to answer "YES" to the following questions.

Does your tree project have?

- a community benefit?
- volunteers to plant the trees?
- a tree-care commitment for three years?
- the cooperation of appropriate agencies?
- a volunteer Tree Manager and alternate?

HOW GRANTS ARE AWARDED

As long as funds are available, the Ramona Tree Trust will fund every workable project proposed by a responsible group or individual. The process is inclusive rather than competitive. Advice and support are available from the Ramona Tree Trust to assure each project the highest chance of success.

PROJECT DESCRIPTION AND WORK PLAN

On a separate sheet(s) of paper type or print your response to the following questions and/or directions, numbering your answers accordingly. Fill in both attached agreements completely. For information call (760) 787 - 0794.

PROJECT DESCRIPTION AND WORK PLAN INSTRUCTIONS

1. Description

Summarize your project by identifying the tree planting site and describing the tree species, size and quantity; irrigation method; type and amount of mulch; tree stakes if necessary; plant protection (from rodents for example) if required; and type of soil or limiting site conditions.

Include an itemized budget detailing how the money you are requesting will be spent.

The Ramona Tree Trust reserves final approval on tree selection. The largest crowning trees appropriate for the location should be proposed.

2. Site Map

You may be able to find a map drawn professionally. A neat hand-drawn map is acceptable. Show on the map a north compass reference, defined boundaries, street names, proposed locations, and the closest sources of water that would be used to irrigate the trees.

3. Community Involvement

Describe your support group and its purpose. List other community groups, agencies, etc. supporting your project. How many volunteers do you expect to participate?

List any additional project resources, materials or services that may be donated. This may include an irrigation system, cement or pavement cuts, augering, etc.

Identify any community public relations outreach you may be able to do to promote your project and any additional community benefits envisioned by your project.

4. Tree Education Awareness

Describe any educational opportunities,

activities or resources you are able to offer to your volunteers on the benefits and values of trees, tree care and management of the tree resources in Ramona.

Describe your group's tree planting or care experience, for example previous tree planting or related conservation or environmental education activities.

5. Tree Planting Day

Describe what you expect to do on the day of planting, including any ceremonies or awards you may plan.

6. Tree Care

Identify the persons/parties who will be responsible for providing tree care for three (3) years. Describe the maintenance and/or management procedures to be performed along with a yearly maintenance plan for three (3) years, including schedules for irrigation, weeding, mulching and pest control.

7. Photographs

Include "before planting" photographs of your planting site attached to an 8.5" x 11" size paper (or copied onto the same size paper).

Submitting Your Application

Write up your Project Description and Work Plan; attach map and photos; fill out and attach the Project Summary, Tree Manager Agreement and Tree Planting Responsibility and Liability Agreement; send complete package with photos to the Ramona Tree Trust, P.O.B. 683, Ramona, CA 92065; keep a copy of entire submittal for your records.

PROJECT SUMMARY

Amount of money requested (up to
\$500) _____
(Note: Funds will be disbursed 100% upon award)

Project Title: _____ **Planting Date:** _____

Site Address: _____

Applicant: _____
(Check will be made out to this name)

Authorized Agent: _____

Address: _____ **Day Phone:** _____

Volunteer Coordinator (if different than above) _____

Address: _____ **Day Phone:** _____

Participating Volunteer Groups: _____

**TREE MANAGER AGREEMENT
RAMONA TREE TRUST GRANT PROGRAM**

This agreement designates a project volunteer to enter in partnership with the Ramona Tree Trust to manage and inspect the trees planted for three (3) years following planting and to submit three annual tree care reports on the anniversary of the planting to the Ramona Tree Trust, P. O. Box 683, Ramona, CA 92065. The annual report will contain at least the number of each species living, their average height and condition and the number of dead trees, and will identify any problems for correction. Tree Managers are required to demonstrate evidence of experience in proper tree planting and maintenance procedures during the life of this agreement.

After written notification by the Ramona Tree Trust, the Tree Manager agrees to replace any tree which is dead, dying or unsuitable for the purpose intended at the next appropriate planting season. Grants are available from the Ramona Tree Trust for replacement trees lost to causes other than negligence.

Ramona Tree Trust will monitor the trees periodically to assess care and maintenance practices.

In consideration of the Ramona Tree Trust providing funds for the _____
_____ Tree Project, the following persons have agreed to assist in the management of the trees funded.

Tree Manager

Alternate Tree Manager

Name: _____

Name: _____

Address: _____

Address: _____

City: _____ ZIP: _____

City: _____ ZIP: _____

Day Phone: _____

Day Phone: _____

Evening Phone: _____

Evening Phone: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

**TREE PLANTING RESPONSIBILITY AND LIABILITY
AGREEMENT
RAMONA TREE TRUST GRANT PROGRAM**

In consideration of the Ramona Tree Trust, I (we) agree to:

1. Grant to the Ramona Tree Trust (its volunteers, agents, directors, employees and/or their successors) permission to inspect these trees on the property located at: Address:

2. Plant the trees in the locations previously agreed upon and on the specified tree planting date. Underground Service Alert will locate underground cables and lines for free (1-800-422-4133) and should be called one week prior to planting, but after tree locations have been marked with white paint.
3. Plant, fertilize, stake, tie, water and care for the tree(s) after planting in accordance with instructions and/or guidelines provided to me (us) by the Ramona Tree Trust and in accordance with the attached maintenance plan.
4. Hold the Ramona Tree Trust (and its directors, volunteers, agents, employees, and/or successors) henceforth harmless from liability arising from the planting, inspection, and/or maintenance or care of any trees planted under the agreement, including damage to any underground utilities.
5. In the event trees are not planted as agreed upon, return to the Ramona Tree Trust all money granted within a reasonable period of time but not later than 30 days after the agreed upon planting date. Following the completed planting, submit within 30 days of the planting a signed letter accounting for monies granted by the Ramona Tree Trust. Please submit this letter to: Ramona Tree Trust, P.O. Box 683, Ramona, CA 92065.
6. Items 1 & 3 of this agreement shall continue in effect for a period of three (3) years.

LEGAL OWNER OF PROPERTY TO AGENT

Please complete the following statement:

I am the legal owner of the above listed property.

Please print your name: _____

Your signature: _____

Title: _____ **Date:** _____

Day phone: _____ **Evening Phone:** _____

Revised 2009