

HUDSON ESTUARY TREES FOR TRIBS PROGRAM
Project Application

I. CONTACT INFORMATION

Your Name: _____ Today's Date: _____

Organization (if applicable): _____ E-mail: _____

Street Address and/or PO Box #: _____

City: _____ State: _____ Zip: _____ Phone: _____

How did you learn about this program?: _____

II. PROJECT LOCATION

Landowner: _____ Preferred Planting Date: _____

Street Address and/or Physical Location: _____

City: _____ State: _____ Zip: _____ County: _____

Land Ownership Type (choose one): Federal State Public Private

Stream Name (or name of nearest downstream): _____

III. PROPOSED STREAM BUFFER PROJECT AREA

Please describe the project area and project goals: _____

Length of planting along the stream (in feet): _____ Average width of planting (in feet): _____

(20ft minimum)

Area of planting (in square feet): _____

What is the current vegetative cover? Trees Shrubs Grasses Bare Other _____

Are the streambanks eroding? Yes No

If yes, please describe height and angle of eroding bank if known: _____

Are there any invasive plant species present? Yes No Unknown

If yes, please indicate what species: _____

****Please Attach:**

- A map of the project area with the boundary of the proposed planting drawn in.
- Photos of the project area (including stream bank and existing vegetation).

IV. PROPOSED PLANTING PROJECT

After a project is approved, Trees for Tribs staff can assist with plant species selection; planting and site preparation plans; and planting day support.

If you only need plants and **do not want planting day support**, please check here:

Will you recruit volunteers to plant? If yes, please list potential volunteer groups and partners: _____

Who will maintain the plants? _____

You are encouraged to include the following with your application:

- o Specific plant requests, species preferences, and plant numbers.
- o Supporting documentation that provides site-specific context.
- o Detailed descriptions of site preparation and maintenance plans.

V. RECIPIENT AGREEMENT

In accepting plants, landowners and partners agree to the following conditions:

1. Plants are offered to organizations/individuals for riparian buffer projects in the [Hudson River Estuary Grant Program boundary](#) and may only be used for the proposed project.
2. Recipients agree to provide the Estuary Program with site information. Recipients will provide a **fully completed** application for each project location where trees and shrubs will be used. **Failure to provide this information will result in your being invoiced for plants.**
3. Recipients are required to recruit and organize an adequate number of volunteers to assist on the day of the planting.
4. **Recipients are responsible for maintenance of the plants and materials.**
 - o Landowner and/or Applicant shall not cut, remove, mow or otherwise disturb vegetation, including but not limited to trees and shrubs, planted or naturally growing in the project area, unless deemed necessary by the Trees for Tribs staff.
 - o During times of drought, Landowner and/or Applicant shall water newly planted trees and shrubs as needed.
 - o Tree shelters shall be properly installed and maintained per manufacturer's guidelines and monitored at least twice annually (early spring before growth spurt and late fall) .
 - o Tubes shall be removed at an appropriate time (generally when tree diameter is approximately 2").
5. Water quality and plant material monitoring may be a required component of buffer project. Trees for Tribs staff will discuss this component with you.
6. Recipients shall coordinate with the Trees for Tribs staff to return containers, tree tubes, and stakes after use.
7. The Trees for Tribs staff shall be granted access to project site to periodically inspect and monitor plant material.
8. It is strongly encouraged that participants contact adjacent landowners to discuss the proposed planting project, prior to site preparation and planting.

Signature below indicates acceptance of the conditions listed above.

Landowner Signature: _____ **Date:** _____

Printed Name: _____

Please return to: NYSDEC, Hudson River Estuary Program
Hudson Estuary Trees for Tribs Staff
21 South Putt Corners Rd.
New Paltz, NY 12561

Phone: (845) 256-2253
Fax: (845) 255-3649
Email: HudsonEstuaryTFT@dec.ny.gov
Web: dec.ny.gov/nature/waterbodies/oceans-estuaries/hudson-river-estuary-program/watershed#Tribes

HUDSON ESTUARY TREES FOR TRIBS – Project Application Instructions

You must fill out all of the blanks in the application form and submit it via email to HudsonEstuaryTFT@dec.ny.gov or by mail or fax. Please see the [Planting Project Guidelines](#) to learn more about eligibility, minimum requirements and what the program can provide to successful applicants.

I. CONTACT INFORMATION

Trees for Tribs staff will use this information to contact you about the project.

II. PROJECT LOCATION

The project must be located within the [Hudson River Estuary Grant Program boundary](#)

Landowner: Identify the individual or entity that owns the land where you want to plant.

Preferred Planting Date: When would you like to plant? This may be a day, month, season, or year.

Street Address: Provide the address of the property where you would like to plant.

Stream Name: Name the stream or waterbody next to the proposed planting. If unnamed, then provide the name of nearest downstream waterbody that is named.

One way that you can find the stream name is using the [Hudson Valley Natural Resource Mapper](#). Use the Search tab to find the address, click the Stream and Watershed Layers tab, and select the "Priority Waterbody List-Streams" layer. Click on the line representing the stream to find the name.

III. PROPOSED STREAM BUFFER PROJECT AREA

Project Description: Explain, in your own words, the physical description and location of the site. Describe the amount of sun and wetness that reaches the planting area. Include any concerns you would like to address and goals that the planting may help to achieve. We encourage you to include a separate page with a longer description if needed.

***Example description:** Planting will be directly along the northern bank of the stream in a village park owned by the Village. Currently it is being mowed down to the water. When it rains this site often stays wet for several days. There are some mature trees on either side, but it is mostly open. Our goal is to reduce the need for mowing, add biodiversity, and engage the community in planting and maintenance.*

Length of planting*: Measure the distance along the bank of the stream or waterbody where plants will be installed.







Average width of planting*: Measure the distance from the edge of the proposed planting that it closest to the edge of the waterbody to the edge that is farthest away. The wider the better. Project sites must be at least 20ft wide.

Area*: Calculate the amount of space that the planting area will cover. You can multiply the length (in feet) and the width (in feet) to get the area in square feet or you can use a mapping tool. Generally, this must be at least 2,250 sq ft. See [Planting Project Guidelines](#) for details

**One way to calculate length, width, and area is using the [Hudson Valley Natural Resource Mapper](#). In the mapper, use the Search tab to find the address. Click the Tools tab. Measure length and width by selecting the ruler and Distance icons, choose Feet (US) from the drop-down menu. Click on one edge of proposed area, pull the line to the other side and double click when you are finished. The results will appear on left. To find the area, select the ruler icon for Area, choose Sq Feet (US) from the drop-down menu. Outline the border of the proposed planting. Double click when you are finished. The results will appear on your left.*

Vegetative cover: Mark the types of plants that make up most of the planting area.

Erosion: Answer yes, if the soil on the banks along the waterbody has been washed away or worn down. To find the height, measure or estimate the distance from the ordinary water line up to the height where vegetation grows. You can use the categories below to describe the angle of the bank:

(Adapted from: <i>Volunteer stream monitoring: a methods manual</i> , USEPA, 1997)	Undercut or Vertical		Undercut or vertical- a bank that rises vertically or overhangs the stream.	
	Steeply Sloping		Steeply sloping- a bank that slopes at more than a 30-degree angle. This type of bank is vulnerable to erosion.	
	Gradually Sloping		Gradual sloping- a bank that has a slope of 30 degrees or less. This type of stream bank is usually more resistant to erosion.	

Non-native/invasive species: Indicate the presence of non-native, invasive species or unwanted species in or near the planting area . If you know the species, list them.

****Please Attach:** You **must** include the following items with your application.

- A map with the of the boundaries of the proposed planting location clearly indicated.
One way to do this is to take a screenshot from the Hudson Valley Natural Resource Mapper or Google maps. On the screenshot, mark the boundary of planting area (either by manually drawing it in, or using a drawing tool to enter it on your computer). You can use these instructions to take a screenshot extapps.dec.ny.gov/docs/lands_forests_pdf/findgps.pdf .
- Photos of the area that you wish to plant. Include photos of the entire area, the stream bank and any plants that are already growing in the planting area.

IV. PROPOSED PLANTING PROJECT

Check the box if you want plants and supplies, but do not want Trees for Tribs staff to be available to help guide volunteers at a planting event.

We encourage you to submit the following (these are not required):

- Preferences about the number of plants and/or the specific species that you would like for your site. We will try to provide the preferred plants when they are available and site appropriate. please see [Planting Project Guidelines](#) for details.
- Documents or links that provide a broader context about the site or the project. This might include information from a watershed or property management plan; stormwater plan (e.g. MS4 requirements); a Natural Resource Inventory; a Climate Smart Community action.
- A more detailed description of the site, the proposed planting event, the maintenance plan, etc.

V. RECIPIENT AGREEMENT

The application must include a signature from the landowner or a legal representative, even if they will not be directly involved in the planting and maintenance.