

Indiana DNR Division of Forestry, Community and Urban Forestry Program Grant Application

Addendum C: Management Plan Requirements

The goal of a Management Plan is to outline the future standards, specifications and goals for management of the urban forest for at least the next 5-10 years.

These are the minimum requirements for management plans funded by CUF grants. Make sure to share this addendum with anyone working on, advising, or bidding on your management plan project.

1. Include these mandatory items:

- A. Prioritized Action Items during the defined time period
- B. Short- and long-term goals
- C. Description of the current canopy cover and composition
- D. How the management plan will drive decisions regarding the tree canopy in the future
- E. Specifications for planting, pruning, removal and general tree maintenance
- F. Planting plan
- G. Ordinances and policy statements
- H. Departmental organization
- I. Community Outreach and Engagement
- J. Program assessment
- K. Storm and Emergency Response Plan

* You may add custom data fields, but none of the above fields may be omitted

- 2. When the project is complete, you will submit the entire management plan to the CUF office AND to the municipality. All documents should be provided to CUF Staff as email attachments. A secure online drop box will be made available for Subgrantees with large files.
- 3. You will introduce your project to the community in a public forum such as a city council or advisory board meeting, a news release, news story, and/or digital media (web page, social media, virtual meeting recording, webinar) detailing the management plan for future action. You must provide CUF with evidence of this public engagement. **This requirement is MANDATORY for all subgrantees.**
- 4. You will identify IDNR Community and Urban Forestry and the US Forest Service as a funding source on any published material (including online publication). Logos will be provided upon request and should include IDNR and USFS review and approval. **This requirement is MANDATORY for all subgrantees.**
- 5. Only after all reports and required closeout paperwork are received will reimbursement be issued to the Subgrantee.