

## KCD 2018 Urban Forestry Initiatives Formal Proposal for Project Implementation

Thank you for your interest in working with KCD in the Urban Forest Health Management Program. Based on your response for member jurisdiction project ideas, we invite you to prepare a formal project proposal for consideration.

This KCD urban forest health initiative is intended to support collaboration with member jurisdictions on regionally-relevant projects and efforts that bridge urban forest stewardship across private and public lands. As we discuss and refine a project proposal with you, we may identify other technical assistance or resources with which to achieve your project proposal. We look forward to partnering with you to enhance urban forest health throughout the District.

### OVERVIEW

The KCD has prioritized working with member jurisdictions to deliver KCD Urban Forestry Program services to communities aligned with jurisdiction-defined goals around urban forestry.

The Urban Forestry Program has been launched to build stewardship of the urban forest, particularly by engaging private landowners. Engaging citizens and private landowners in stewardship is a key component to improving the health of our urban forests. Working hand in hand with residents and businesses to increase awareness of the value of trees for social, environmental and economic benefits typically results in active support for the urban forest.

The majority of the urban forest, which is defined as trees and associated vegetation in the built environment, is found on private property. Even public resources such as parks, open spaces and rights-of-way require stewardship from private residents. The health of forested parks and open space throughout a community is affected by proper management of the “edges” in adjacent private backyards. Another key component of the urban forest is trees in the right-of-way as many jurisdictions require the adjacent land owner to maintain these trees.

KCD’s guiding principles for directing and leveraging our resources include:

- *We strive to fund projects and programs across a geographically diverse landscape*
- *projects are encouraged to address multiple natural resource priorities*
- *projects should seek to align with established regional policy and research and planning processes*
- *projects are encouraged to address economic as well as environmental challenges*
- *projects are encouraged to address equity and social justice directly or indirectly*
- *We strive to coordinate with local jurisdiction conservation programs and initiatives where they exist.*

KCD's goal is to work with a minimum of 15 jurisdictions between 2015 and 2019 to enhance up to 70 acres of urban tree canopy and forested habitat in partnership with landowners, residents, and departments within those jurisdictions. Working together, we can achieve canopy and habitat enhancement through various combinations of mature tree retention, street and residential lot tree planting, and forested open space restoration, all with ongoing maintenance to ensure long-term health. Successful projects will:

- ✓ Further the protection of urban tree canopy;
- ✓ Increase a healthy urban tree canopy;
- ✓ Develop or expand stewardship programs to involve citizens in maintaining the urban forest;
- ✓ Commit local jurisdiction resources to sustaining existing tree canopy and promoting the addition of new canopy; and
- ✓ Align with KCD's Guiding Principles, including equity and social justice.

## PROJECT PROPOSAL AND SELECTION PROCESS

We have convened an ad-hoc Urban Forestry Working Group to help refine the submittal and ranking process for this project implementation proposal process. They will also review the final proposals submitted and recommend project rankings utilizing the agreed-upon criteria and ranking system.

The goal of this process is to identify meaningful and relevant projects in which KCD can support member jurisdictions through technical assistance and resources. Due to the nature of this process, ***KCD will be responsible for generating working budgets for each project*** in collaboration with the jurisdiction as we consider the best way to accomplish the work. Therefore, member jurisdictions will not be responsible for contract management *per se*. In addition, there is no restriction on the number of years in partnership with KCD for these projects, but the target maximum is three years.

As you see in the instructions for developing a proposal below, we do ask for a thoughtful consideration of the identified criteria. The responses to each criterion will be weighted to help the Working Group rank the projects for recommendation to the KCD Advisory Committee and subsequently to the KCD Board of Supervisors. The process timeline is:

- Invitation for formal project proposals issued **by May 18, 2018**
- KCD staff available to discuss project components – **May 18 – June 29, 2018**
- Deadline for proposals is **Friday, June 29, 2018**
- Urban Forestry Working Group meets to review and rank proposals **by September 5, 2018**
- KCD Advisory Committee reviews Working Group recommendations and advances recommendation to KCD Board of Supervisors on **September 19, 2018**

- KCD Board reviews AC recommendations and approves projects for support through Urban Forest Program on **October 8, 2018**
- Projects commence in **2019**.

## INSTRUCTIONS FOR PROJECT IMPLEMENTATION PROPOSALS

Please provide a narrative describing the proposed project and all its components (activity, timeline, partners, etc.). In addition, please address the following criteria in separate responses.

1. KCD Regional Program Goals. How does this project help forward the regional goals of urban forest enhancement and private landowner stewardship? How do you envision engaging private landowners/managers so that they can be better stewards? How is equity and social justice considered or incorporated into the project?
2. City Goals. How do you envision this project meeting your city's goals for urban forest health and protection and ecosystem services like stormwater abatement, particularly as stated in adopted city plans/policies? What identified need(s) are you addressing?
3. KCD Assistance. What role do you envision and what help do you anticipate needing from KCD (or outside assistance) in this project?
4. City Resources. What resources will the city commit to the project? What role will the city play in the project? What would be the monetary value of the city resources contributed for each phase or year of the project?
5. Path to Implementation. If the proposal is a project related to assessment (analysis/mapping/inventory) or planning, how will this work translate into on-the-ground implementation of the project?
6. Regional, Collaborative. Can the product be used as a template or model for other communities? Is more than one community partnering with you on this project? Which community partners will be engaged (especially with regard to on-the-ground implementation)?
7. Leadership Support. What support do you have within your organization for this project (e.g. letters or memos from Council, department directors, community leaders)? How will the proposed project effort be incorporated into future work plans and budget requests?
8. Program Sustainability. How do you envision the project being sustainably funded and managed after KCD assistance? How long do you anticipate needing KCD assistance for this project?

## SUBMITTAL INSTRUCTIONS

Submit one (1) copy of the project narrative and criteria responses electronically as a Word document to [urbanforestry@kingcd.org](mailto:urbanforestry@kingcd.org) by **noon (12:00pm) June 29, 2018**. Limit your proposal packet to no more than seven (7) pages, regular font size. You can submit any supporting documentation (maps, letters from community partners, etc.) as a PDF with no page limit.

If you have any questions regarding proper submittal, please contact us:

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