



CUYAHOGA COUNTY HEALTHY URBAN TREE CANOPY (HUTC) PROGRAM

PY 2025 Applicant Webinar

Wednesday, May 14, 2025 | Virtual via Zoom

AGENDA

- Welcome & Introductions
- Background & History
- Changes in PY 2025
- Applicant Manual Review
- Neighborly Portal Demo
- Awardee Expectations
- Q&A





Welcome & Introductions

Cuyahoga County's Urban Tree Canopy

Measuring Tree Canopy Cover



**View From
Above**



Cuyahoga
COUNTY PLANNING
Commission

URBAN TREE CANOPY ASSESSMENT



Cuyahoga County Commission

The 2019 Cuyahoga County Urban Tree Canopy (UTC) Assessment is an update to a countywide study released by the Cuyahoga County Planning Commission in 2013.

[Tree Canopy Viewer](#)



Visit the [Cuyahoga County Urban Tree Canopy Viewer](#) to explore the tree canopy data in detail.

Executive Summary

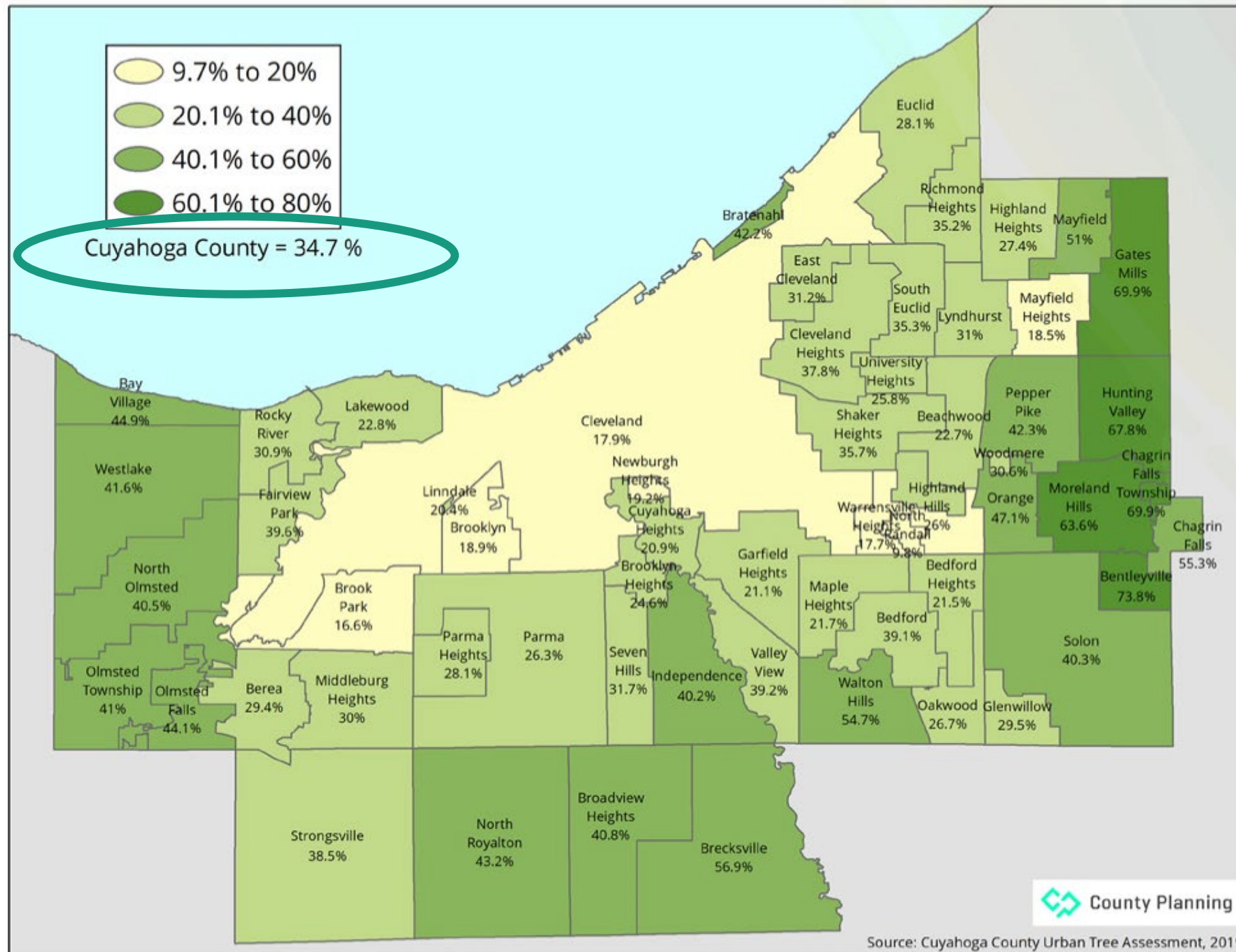
[The 2013 Report](#) used data measured in 2011 and this 2019 Report uses data measured in 2017. Both studies provide a snapshot of tree canopy for each year.

PROJECT PAGES

Urban Tree Canopy Assessment Update

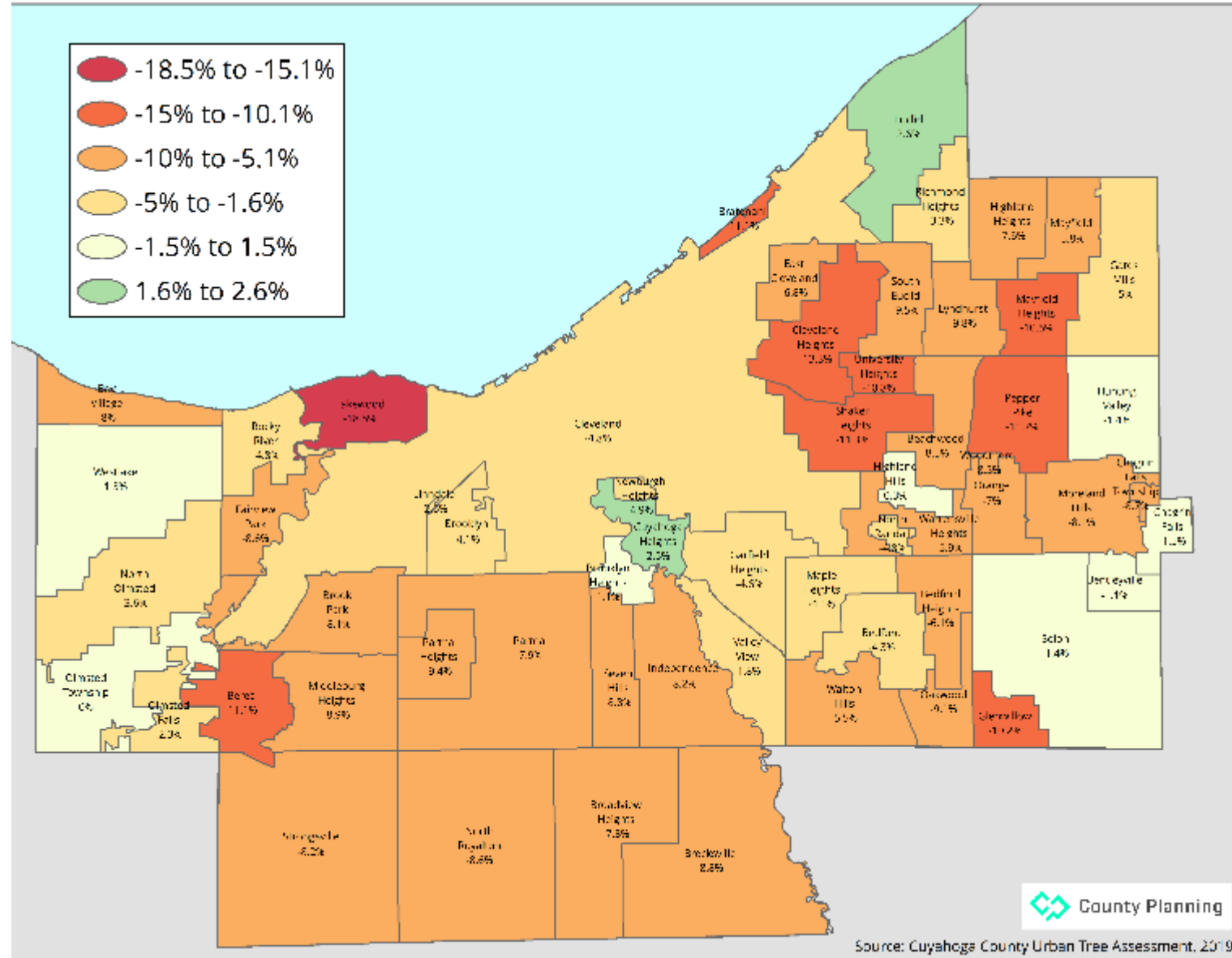
- [Countywide Findings](#)
- [Local Communities](#)
- [Cleveland Neighborhoods](#)
- [Watersheds](#)
- [Land Use](#)
- [Rights-of-Way](#)
- [Conclusions](#)
- [Background](#)
- [Methodology](#)
- [Data & Reports](#)
- [Supplemental Information](#)
 - [Maintenance](#)
 - [Regulations](#)
 - [Clear-Cutting](#)
 - [Pests & Pathogens](#)
 - [Lost Canopy](#)
 - [New Trees](#)
 - [Tree Canopy Grants](#)

EXISTING TREE CANOPY SUMMARIZED BY COMMUNITY



Cuyahoga Tree Canopy Change (2011-2017)

- 6.1% decrease in tree canopy cover countywide
- Appx. 6,600 acres lost
- Canopy loss due to:
 - **Development**
 - **Invasive pests**
 - **Wind damage**
 - **Disease**
 - **Neglect**
 - **Age**



HUTC Program History

- Established in 2019
- \$5 million, 5-year commitment
- Addressing declining urban tree canopy
- Outgrowth of Cuyahoga County Climate Change Action Plan
- Grant program administered by Cuyahoga County Planning Commission
- Funds awarded to municipalities and other eligible public and non-profit entities

HUTC Program Partners



Grant/Contract
Administration



Funding & Grant
Support



Planting Oversight
& Grant Support



Grant Support

HUTC Program Impacts (through 2024)



\$4.75M in grant funds awarded



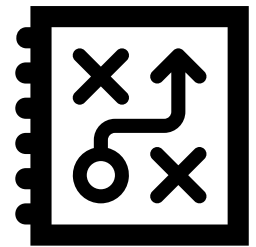
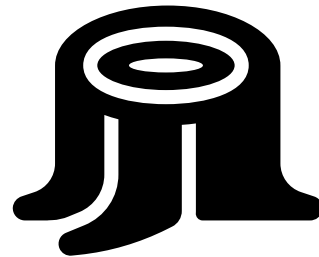
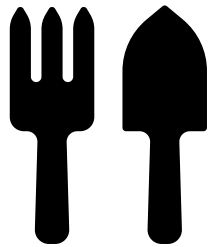
115 Total grants awarded



96 grant recipients (municipalities,
other eligible public & non-profit
entities)

HUTC Program Impacts (through 2024)

- 11,765 Trees planted
- 2,757 Trees maintained, including pruning and disease treatment
- 579 Dead/hazard trees removed
- 30 Community tree plans developed



HUTC PY 2025 PROGRAM CHANGES

HUTC PROGRAM ADMINISTRATION ROLES (2019-2024)

Grant Application Development & Communication	Grant Application Review & Evaluation	Grant Agreement Execution & Administration	Inspections/Approval of Tree Work (plans, planting, maintenance)	Grant Reimbursements
<ul style="list-style-type: none"> • Planning Commission • Sustainability • Cuyahoga SWCD • CCBH 	<ul style="list-style-type: none"> • Planning Commission • Sustainability • Cuyahoga SWCD • CCBH 	<ul style="list-style-type: none"> • Planning Commission 	<ul style="list-style-type: none"> • Cuyahoga SWCD 	<ul style="list-style-type: none"> • Planning Commission

HUTC APPLICANT ROLES & RESPONSIBILITIES (2019-2024)

Pre-Application	Application	Grant Award	Grant Administration & Reimbursement
<ul style="list-style-type: none"> • HUTC Applicant Webinar • Identifying projects/urban forestry needs • Quotes from vendors if applicable 	<ul style="list-style-type: none"> • Grant budget • Narrative • Urban forestry initiatives • Minimum 10% match • Maintenance commitment 	<ul style="list-style-type: none"> • Grant agreement • Project implementation <ul style="list-style-type: none"> • Contractual bids if applicable • Tree planting inspections, plan approval, etc. 	<ul style="list-style-type: none"> • Paying vendor invoices • Submitting documentation for reimbursement • Resubmitting documents per Planning's requirements

HUTC PROGRAM ADMINISTRATION ROLES (2025)

Urban Forestry Activity Application Development & Communication	Urban Forestry Activity Application Review & Evaluation	RFP Development & Contract Execution	Inspections/Approval of Tree Work (plans, planting, maintenance)	Contractor Payments
<ul style="list-style-type: none"> • Planning Commission • Sustainability • Cuyahoga SWCD • CCBH 	<ul style="list-style-type: none"> • Planning Commission • Sustainability • Cuyahoga SWCD • CCBH 	<ul style="list-style-type: none"> • Cuyahoga SWCD 	<ul style="list-style-type: none"> • Cuyahoga SWCD 	<ul style="list-style-type: none"> • Cuyahoga SWCD

HUTC APPLICANT ROLES & RESPONSIBILITIES (2025)

Pre-Application	Application	Project Award
<ul style="list-style-type: none"> • HUTC Applicant Webinar • Identifying projects/urban forestry needs • Support from current vendors if applicable 	<ul style="list-style-type: none"> • Tree activity request <ul style="list-style-type: none"> • # trees to plant/locations/species • Tree Plan needs • Tree maintenance needs • Narrative/statement of need • NO Match requirement • Maintenance commitment 	<ul style="list-style-type: none"> • Project agreement between Cuyahoga SWCD and awardee • Awardees to be engaged in RFP development, vendor selection & contract execution • May include direct agreements with 3rd party contractual vendors

APPLICANT ROLES: *Pre-Application*

- Attend HUTC Applicant Webinar and/or Open Office Hours (optional, but strongly encouraged)
- Identifying projects/urban forestry needs
 - Support from current vendors if applicable
- Create profile in Neighborly Application Portal
- Submit completed application by 4:00pm on 6/6/25

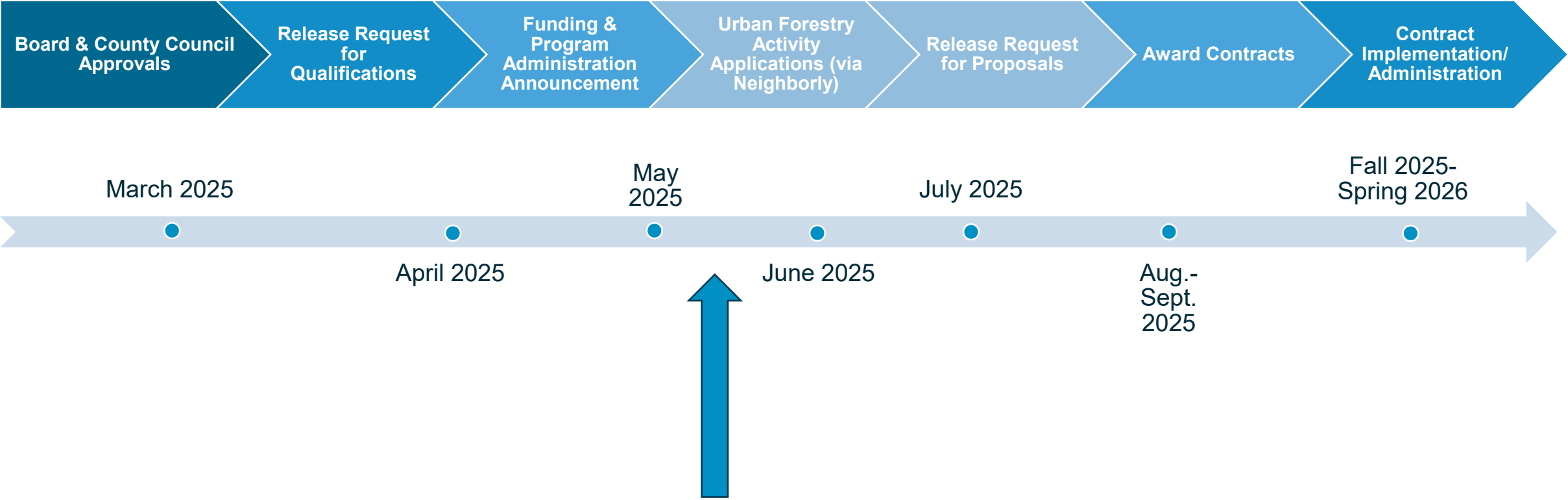
APPLICANT ROLES: *Application*

- Tree activity request details
 - **# trees to plant/locations/species**
 - **Tree Plan needs**
 - **Tree maintenance needs (type, locations)**
- Narrative/statement of need
- NO Match requirement
- Written maintenance commitment

APPLICANT ROLES: *Project Award*

- Project agreement between Cuyahoga SWCD and awardee
- Awardees to be engaged in RFP development, vendor selection & contract execution
- May include direct agreements with 3rd party contractual vendors and/or private property owners

HUTC PROGRAM ADMINISTRATION TIMELINE (2025)



HUTC PY 2025 APPLICANT MANUAL

HUTC PY 2025

- \$950,000 available for project support (\$50K for program admin)
- Contracted services model administered by Cuyahoga SWCD
- **NO matching requirement for applicants**
- Applications accepted through Neighborly Application Portal

Applications Due by 4:00pm on
Friday, June 6, 2025

HUTC PY 2025 – Key Dates & Deadlines

APRIL 25, 2025 – HUTC PY 2025 Program Announcement; Neighborly Application Portal open

MAY 14, 2025 – HUTC Virtual Applicant Webinar

MAY 22, 2025 – Cuyahoga SWCD Virtual Open Office Hours for Application Assistance

MAY 23, 2025 – HUTC Statement of Qualifications due from vendors

JUNE 6, 2025 – Applications due by 4:00pm in Neighborly Application Portal

JULY 11, 2025 – Anticipated date for HUTC PY 2025 Project funding announcement

JULY 17, 2025 – MANDATORY workshop for HUTC project awardees

JULY/AUGUST 2025 – Project agreements with Cuyahoga SWCD and awardee

HUTC Eligible Applicants

- Municipalities
- Townships
- School Districts
- Library Districts
- Park Districts
- Community Development Corporations
- Watershed Groups
- Non-Profit Corporations with an environmental mission

HUTC ELIGIBLE PROJECTS



TREE PLANNING ACTIVITIES



TREE PLANTING ACTIVITIES



TREE MAINTENANCE
ACTIVITIES

HUTC ELIGIBLE PROJECTS

- **Tree Planning Activities**
 - Urban Forestry Management Plan
 - Tree Inventory
 - Tree Risk Assessments
 - Tree Maintenance Plan
 - Ohio Urban Site Index

HUTC ELIGIBLE PROJECTS

- **Tree Planting Activities**
 - Street trees/Right-of-way trees
 - Parks & other green space
 - Municipal/educational campuses
 - Private property
- Preferences for large-scale planting projects
- Priority given to municipalities/organizations with existing tree plans in place

HUTC ELIGIBLE PROJECTS

- **Tree Maintenance Activities**
 - Pruning, young tree training
 - High risk tree removal
 - Mulching
 - Watering
 - Pest/disease control

EVALUATION CRITERIA

HEALTHY URBAN TREE CANOPY GRANT EVALUATION POINTS	
CRITERIA	MAXIMUM POINTS
PROJECT FUNDING REQUEST	10
URBAN FORESTRY INITIATIVES	20
MAINTENANCE AND SURVIVABILITY PLANS	25
EQUITY ZONES	10
EXISTING TREE CANOPY (% COVER)	10
COMMUNITY IMPACT AND NEED	15
INNOVATION and OTHER FACTORS	10
Total	100



There's no budget– how do I know what/how much to apply for??

BUILDING A COMPETITIVE PROJECT APPLICATION

Project requests should be:

- **Specific**– planting/maintenance locations are clearly identified; tree plan requests have a clearly defined scope
- **Measurable** – anticipated number of trees being planted/maintained is included in application
- **Achievable**– you have permission to plant/maintain trees in application; proposed work is permitted by your municipality/organization; you have alternate planting locations if trees are rejected
- **Realistic**– scope of work is reasonable and in line with existing urban forestry or maintenance plans
- **Timely**– work can be completed within 6–18 months from signing of project agreement

APPLICANT MANUAL & NEIGHBORLY APPLICATION PORTAL

- Applicant Information
- Project Information-
planning, planting,
maintenance
- Urban Forestry Initiatives
- Project Locations
- Implementation &
Survivability
- Supporting Documentation



CUYAHOGA COUNTY HEALTHY URBAN TREE CANOPY (HUTC) PROGRAM

PROGRAM YEAR 2025 APPLICANT MANUAL

About the Applicant Manual:

The following information outlines the Cuyahoga County Healthy Urban Tree Canopy Program priorities, guidelines, application requirements, and evaluation criteria that will be used to determine project selection in Program Year 2025 (PY2025). This manual should be used when completing applications for the Healthy Urban Tree Canopy Program.

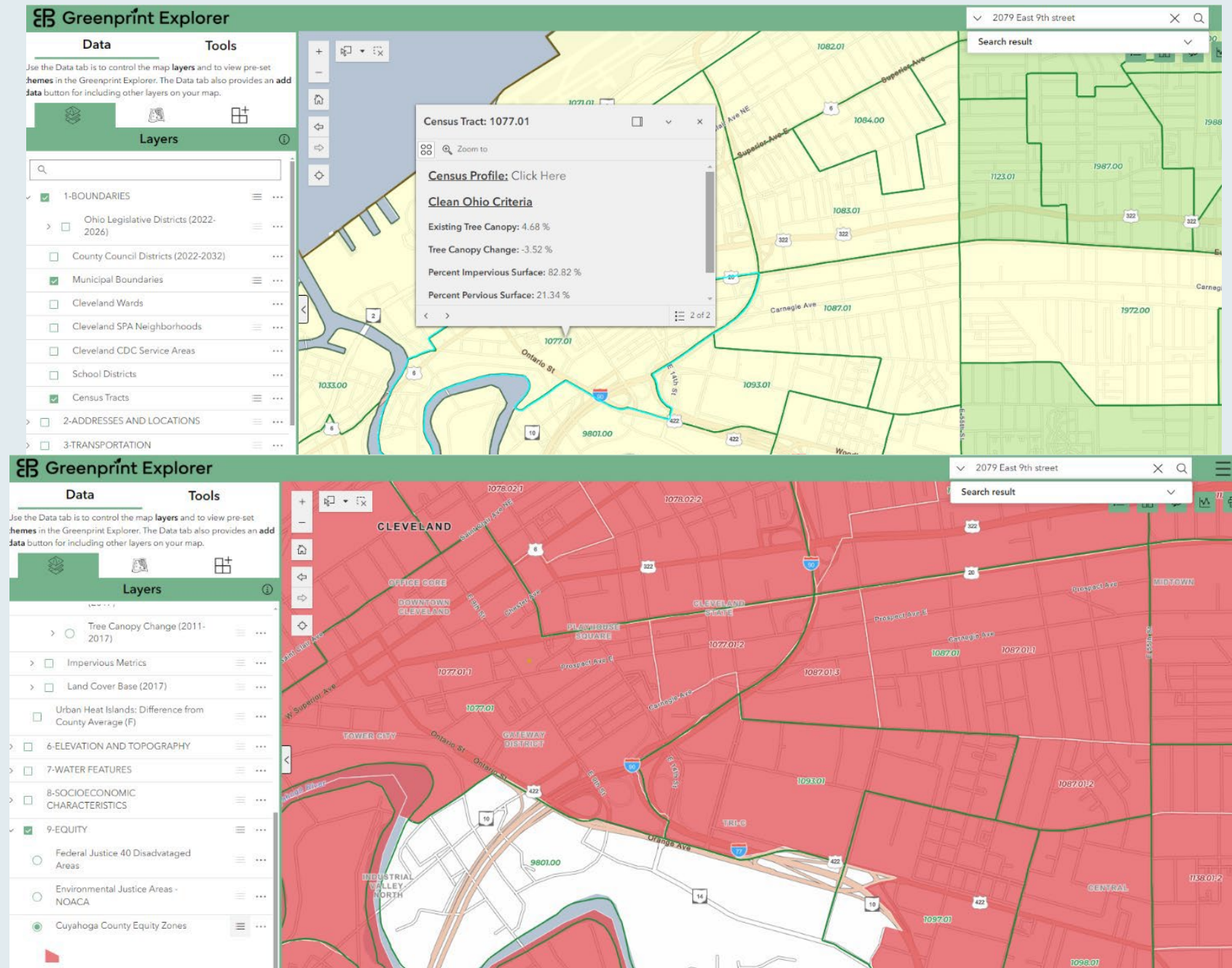
URBAN FORESTRY INITIATIVES

- Funding
- Tree Commission
- Tree Risk Assessment
- Tree Removal
- Mature Tree Planting
- Planting Plan
- Tree Planting
- Young Tree Training
- Tree Mulching
- New Tree Watering

URBAN FORESTRY INITIATIVES				
ACTIVITY	Optimal (3 Points)	Moderate (2 Points)	Poor (1 Point)	None (Zero Points)
Funding	Urban forestry is funded with permanent, dedicated dollars.	Urban forestry funding meets the Tree City USA requirements.	Urban forestry is funded as dollars are available.	Urban forestry is not funded or is only funded by grants.
Tree Commission	Tree Commission meets monthly, w a quorum. City representatives regularly attend.	Tree	...	Community
ACTIVITY	Optimal (3 Points)	Moderate (2 Points)	Poor (1 Point)	None (Zero Points)
Tree Risk Assessment	All public trees are systematically assessed by certified personnel every two years or more frequently.	Public trees are assessed systematically, but less frequently than every two years OR not by certified personnel.	Public trees are only assessed for risk when brought to the community's	Trees are not evaluated for risk
Tree Removal	Hazard trees are removed in a timely fashion, less than 3 months, based on systematic assessment	Hazard trees are removed within 1 year of identification		
Mature Tree Pruning	All trees more than 10 to 15 years old are Crown Clean pruned every 5-7 years	All mature tree are pruned, but cycle is greater than 7 years		
Planting Plan	Trees species are selected based on a Master Planting Design to ensure species and age diversity. The plan exceeds the 10-20-30 rule.	Tree species are selected with thought to diversity, but there is no plan		
Tree Planting	Trees are planted by trained professionals, in-house or contract, using ISA standards with root collar visible. All trees are inspected by community to ensure they meet contract standards	Trees are planted by contractor or in-house crew and community assumes they know what they are doing, but no inspections are performed	Trees are planted by the lowest bidder	No trees are planted by the community
Young Tree Training	Young trees less than 10 to 15 years old are training pruned every 2 to 3 years	Young trees are pruned once.	Young trees are pruned as needed.	Young trees are not pruned by the community
Tree mulching	All trees less than 12 inches DBH have a mulch bed from sidewalk to curb maintained by community	All trees less than 6 inches DBH have a maintained mulch bed	All newly planted trees have a maintained mulch bed	Mulch is whatever the homeowner does.
New Tree Watering	Newly planted trees are watered weekly by the community or community contractor with 15 to 20 gallons per watering	New trees are watered when planted and then as needed	New trees are watered as needed or by the homeowner	New trees are not watered

PROJECT LOCATIONS

- Census Tracts
- % Tree Canopy
- Equity Zones



GREENPRINT WALK THROUGH – CENSUS TRACT, CANOPY COVER, EQUITY ZONE

SUPPORTING DOCUMENTATION

- Cuyahoga County Greenprint Maps and Photos
- Resolutions and Letters of Support
- Letter or agreement from the property owner or the owner's agent that authorizes the planting and maintenance of trees on open or vacant parcels.
- Comprehensive Tree, Planting, and/or Maintenance Plans
 - Link to or attach tree planting plans, including those identified in comprehensive community tree plans.
- Documentation that your project follows municipal requirements, e.g. the City of Cleveland has a seven (7) year establishment and maintenance plan requirement for planting on City of Cleveland property or the rights of way.
- Annual Financial Statements and/or relevant excerpts from municipality/organization operating budget
- Tree commission information and resources- link to website, list of commission members, schedule of meetings, meeting minutes, etc.
- Tree risk assessment reports or similar documents, including date of completion.
- List of high-risk trees identified for removal.
- Work orders for trees removed within the last two (2) calendar years.
- Tree maintenance and pruning schedules, including watering, mulching, young tree training within the last two (2) calendar years
- Third party contracts for tree maintenance and watering services
- Recommended tree species lists from existing tree plans
- Tree canopy preservation and protection ordinances (Links preferred)
- Other (Please explain significance)

Good Afternoon, Kristin



Welcome to the Cuyahoga County, OH, Application Portal

Welcome to the Cuyahoga County, OH, Application Portal. Cuyahoga County is committed to accessibility for all applicants. If you require this material in an alternate format or have questions, please contact the following departments regarding the appropriate programs:

- For the Healthy Urban Tree Canopy Program, contact Cuyahoga County Planning Commission at 216-443-3700.
- For the (Grant and Subrecipient Assistance Programs or Affordable Housing Development Program), contact the Cuyahoga County Department of Housing and Community Development Administrator Kellie F. Glenn at kglenn@cuyahogacounty.us.
- For information specifically regarding the (Community Development Block Grant (CDBG) and/or Community Development Supplemental Grant (CDSG)), contact Daray Broadus at dbroadus@cuyahogacounty.us.

Thank you for your consideration.



Continue an Existing Application

Case ID	Name	Program	Year	Status	Expires	Action
30120	Kristin TEST	Healthy Urban Tree Canopy Program	2025	Application in Progress	N/A	View Application
30123	Cuyahoga SWCD Test Application	Healthy Urban Tree Canopy Program	2025	Application in Progress	N/A	View Application

NEIGHBORLY APPLICATION PORTAL



Start a New Application

Search Applications



Application Name	Description	Action
Affordable Housing Development	Cuyahoga County is soliciting solutions and partnerships to address the continued lack of affordable housing and seeking innovative projects to increase and/or retain as it recognizes the need for additional affordable housing to prevent and reduce homelessness while increasing housing stability. The County will make funding available via HOME Investment Partnership Program (HOME) funds to For-Profit and Not-For-Profit developers creating new or rehabbing existing affordable housing units	Start Application
Healthy Urban Tree Canopy Program	Select this option if you are applying for Healthy Urban Tree Canopy (HUTC) Grant funds. This funding opportunity aims to provide financial assistance for planning, maintenance, and tree plantings throughout Cuyahoga County.	Start Application
Grantee/Sub-recipient Assistance Programs (Local and Federal)	The Cuyahoga County Department of Housing and Community Development, along with its partners and subrecipients, offer many programs and services to assist residents including Down Payment Assistance, Financial Counseling/Foreclosure Prevention, Fair Housing Assistance, Emergency Rental Assistance, Homeowner Repair and Emergency Furnace Repair, LEAD Safe Programs, Affordable Housing Acquisition/Construction/Demolition/Rehab, and low-interest rate loans via partnerships with participating lenders.	Start Application

NEIGHBORLY APPLICATION PORTAL

NEIGHBORLY APPLICATION PORTAL WALK THROUGH

HUTC PY 2025 Awardee Expectations

- Attend mandatory workshop for HUTC project awardees on July 17, 2025
- Enter into project agreement with Cuyahoga SWCD for implementation of HUTC-funded project
- Designate primary point of contact from municipality/organization to support implementation of HUTC project
- Assist Cuyahoga SWCD or selected vendors with planting or maintenance permits, where applicable
- Enter into contractual agreement with selected vendors and/or private property owners, where applicable

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CUYAHOGA COUNTY
BOARD OF HEALTH
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

HEALTHY URBAN TREE CANOPY PROGRAM

www.cuyahogaswcd.org/HUTC

REMINDER: HUTC PY 2025 APPLICATIONS DUE

via Neighborly Application Portal at

4:00PM ON

FRIDAY, JUNE 6TH, 2025

Questions?