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101 Town Centre Boulevard,
Markham, Ontario, L3R 9W3

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MARKHAM OPERATIONS DEPT.

Markham Trees for Tomorrow Fund

Applicant's Guide and Application Form

What is the Markham Trees for Tomorrow Fund (MTTF)?

Trees provide substantial environmental, social and economic benefits to our community. One mature tree can remove about 48 pounds of carbon dioxide from the atmosphere per year and release enough oxygen into the atmosphere to support two people. In the first 50 years of its lifespan, the average tree will have produced \$31,250 worth of oxygen, \$62,000 worth of air pollution control, \$37,500 worth of recycled water and \$31,250 of erosion control. With the Markham Trees for Tomorrow program, more than 75,000 trees will be planted by 2010. This fund provides grants for tree planting projects to an upset limit of \$30,000.

Who Can Apply?

- Markham Community Groups
- Non Governmental Organizations
- Public Agencies

All plantings must be on publicly owned and accessible lands in the Town of Markham.

What are the Program's Requirements?

Applications will be considered by the Environmental Issues Committee for recommendation to General Committee and Council.

All applications must:

- involve the active participation of community volunteers
- identify other sources of funding raised by the applicant

All applications must include:

- detailed site plan prepared by a landscape architect or certified forester, describing existing site conditions, any necessary site preparation prior to planting and how the site is to be accessed before, during and after the planting
- detailed planting plan prepared by a landscape architect or certified forester, including: species list, planting specifications and cost estimate; and briefly state the rationale behind species selection, planting densities and distribution within the context of the planting site; start and end date for the project
- detailed event planning logistics such as: locations of pathways; staging areas for the temporary placement of trees, mulch and other supplies; parking and traffic control requirements
- written commitment to monitor and provide follow up maintenance to ensure long term success for the project

What are the Funding Criteria for an Application?

- applicants can request a maximum of \$30,000 from the MTTF per project per year for projects that will be completed within that same one-year time frame (12 months from issuance of cheque)
- only materials and equipment costs (not consulting services) are eligible for funding from the MTTF
- any groups that received funding for projects which have not been completed to the satisfaction of the Town are not eligible for future funding
- funding will not be granted where projects have been commenced.

When are the application deadlines?

Funding will be awarded twice per year in Spring and Fall. Applications must be submitted by February 13, 2009 for Spring funding.

How Do I apply?

- Step 1 Contact the Parks Planner** about your proposed project and to request an application form. (Telephone: 905-477-7000 ext. 3226
e-mail: ntakata@markham.ca)
- Step 2 Complete the Application Form.** Please ensure that it is legible and signed.
- Step 3 Prepare required supporting information**, such as illustrations and maps and attach them to the application form. In the event the Registered Owner of the lands is an entity other than the Town of Markham, a letter must accompany the application stating that the Owner consents to this application; acknowledges that the proposed project complies with all its applicable policies and requirements; and, that the writer has the authority to give its consent. Sufficient and complete information must be provided with the application for the Environmental Issues Committee to make a decision.
- Step 4 Submit your application to the Parks Planner, Operations, Town of Markham, 101 Town Centre Boulevard, Markham, Ontario, L3R 9W3.**

Application Checklist

Please ensure that your application is complete. Are the following included in your submission?

- A complete and signed application form, including all budget and funding details
- All supporting documentation such as a detailed site plan, species list, planting specifications etc.
- Consent letter from registered owner, if applicable

What will happen next?

The Environmental Issues Committee will review all applications taking into account the established objectives and criteria described above. They may choose to grant the right to the applicant to present their proposal, if requested. They will determine which projects should be funded and how they should be funded (in a single payment or in phases) and make a recommendation to General Committee and Council.

How will I be notified?

An acknowledgement will be sent upon receipt of an application. If your project is approved for funding, you will be contacted. If your application is not approved, you will be informed in writing.

What happens after the Project is completed?

Upon completion of the project and no later than 12 months from delivery of the funding, you are required to submit your project report. Include a project summary and photos so we can review and promote your project, together with the completed consent forms permitting use of your photographs by the Town (copy attached).

What does a Project Report Contain?

- accounting of how all funding has been spent
- original copies of paid invoices
- photographs for review and promotion of the project
- completed consent form for use of photographs

A project format will be provided to assist you in preparing the report

Application Form

For Office Use Only - Project No.:

Group Information			
Name	Evergreen		
Address	355 Adelaide St. W., Toronto, Ontario		
Phone	416-596-1495	Fax	416-596-1443
Email	clacey@evergreen.ca	Website Address	www.evergreen.ca
Charitable/Non Profit Organization registration # (if applicable)		Our Group has a bank account in the name of our organization	
BN 131815763 RR0001		Yes No X	
<p>Briefly describe what your group does:</p> <p>Evergreen is a not-for-profit organization that makes cities more livable. By deepening the connection between people and nature, and empowering Canadians to take a hands-on approach to their urban environments, Evergreen is improving the health of our cities—now and for the future. Evergreen motivates people to create and sustain healthy, natural outdoor spaces and gives them the practical tools to be successful through its three core programs:</p> <ul style="list-style-type: none"> • Learning Grounds - transforming school grounds • Common Grounds - conserving publicly accessible land • Home Grounds - for the home landscape <p>The Markham Trees for Tomorrow grant will help to support Evergreen's Common Grounds program in Markham for 2009.</p> <p>Evergreen Common Grounds is a national service working to conserve natural and cultural landscapes, restore degraded environments, and protect spaces for open-air recreation, education and enjoyment. What started in 1991 as a Toronto-based tree-planting initiative has grown into a national program supporting and encouraging the protection, restoration and stewardship of Canada's public lands from coast to coast.</p> <p>With support from Markham Trees for Tomorrow, Evergreen would build upon programming initiated in 2008 that involved 3 community tree planting events at MOEE Stormwater Pond, German Mills Settlers' Park, and Simonston Park. Over the course of the three events, over 100 community members contributed 245 volunteer hours and planted 900 native trees and shrubs in Markham's parks and open spaces.</p>			
Project Manager		Additional Contact	
Name	Colin Lacey	Name	Sue Arndt
Title	Project Manager	Title	Manager, Stewardship & Restoration, GTA
Phone (work)	416-596-1495 x223	Phone (work)	416-596-1495 x249
Phone (home)	416-464-8604 (mobile number)	Phone (home)	
Email	clacey@evergreen.ca	Email	sue@evergreen.ca
Project Summary			
Title: Growing Communities			
Location of Project:		Town of Markham	
Name of Registered Owner of the Lands		Town of Markham	
Address of Registered Owner of the Lands		Operations Department, Town of Markham 101 Town Centre Boulevard, Markham, Ontario	
Contact Name for Registered Owner of the Lands		Nory Takata	
Phone # Registered Owner of the Lands		(905) 477-7000	Duration (months, maximum 12 months) 8 months
Request for		Spring Funding <u> X </u>	Fall Funding <u> X </u> Either <u> </u>
Start Date of Project	Monday March 2nd, 2009	End Date	Tuesday, December 1 st , 2009

Please provide a detailed description of your project in the following space. Please attach additional pages if necessary to fully explain your project. This description should include:

Project Team:

Colin Lacey, Project Manager

The day-to-day project management of *Growing Communities* will be undertaken by Colin Lacey. To date Colin has been coordinating Evergreen's urban habitat restoration and stewardship programming within the Town of Markham. As project manager, Colin will:

- Plan, organize and supervise planting and stewardship events;
- Conduct outreach to community groups and individuals;
- Coordinate site visits, plant material delivery and other planting event logistics;
- Deliver site tours, educational presentations and workshops;
- Coordinate project communication and administration; and
- Liaise with the Town staff, TRCA, and other project partners;

Colin joined the Evergreen Common Grounds team in 2007 as Stewardship Coordinator with a background in urban studies and the earth sciences and leads the hands-on restoration and stewardship activities in Oakville, Downsview Park, Markham and the Humber Bay Butterfly Habitat in Toronto.

Sue Arndt, Evergreen Common Grounds Stewardship Manager

The overarching management of *Growing Communities* will be undertaken by Sue Arndt. With a background in environmental restoration, biological science and community engagement, Sue brings a range of experience and skills to this project and will oversee:

- The project manager (Colin Lacey);
- The development project partnerships and strategic direction;
- Project budget and reporting; and
- Identification of potential funders and preparation of additional funding proposals as required.

Project Overview:

Across Canada, the rapid loss of urban green space continues to contribute to a profound disconnect between people and nature. In particular, suburban communities are no longer linked to the very natural systems that sustain them. In an effort to help restore the connection between people and nature *Growing Communities* will work to naturalize and restore habitat in the many parks and open spaces in the Town of Markham, one of Canada's fastest growing municipalities and York Region's largest town.

Expanding on the three community planting events held in 2008 in partnership with the Town of Markham, 2009 plans include eight (8) community planting events held over the spring and fall seasons that will add two thousand (2000) native trees and shrubs to Markham's parks and open spaces. We will continue our work at the MOEE stormwater management pond off of Denison Street, east of Markham Road (see attached map for potential expansion sites) and work with the Town of Markham to identify other potential sites throughout the municipality, such as Grandview Park, for our spring and fall planting events. Education will be a key component of the 2009 work plan, from the workshop on partnership development to be held in March to educational walks and activities held on site with community groups engaged in stewardship or planting events.

****See Attachments for Workplan and Map**

The environmental benefits of *Growing Communities* include, but are not limited to:

- Enhancing biodiversity by planting up to 2000 locally sourced, native trees and shrubs;
- Carbon absorption: 2000 trees = 96,000 lbs. of carbon absorbed at age of maturity;
- Improved air quality: While the effectiveness of vegetation in removing air pollutants varies based on a number of factors (location, leaf size, twig pattern density), one report shows evidence that 85% of air pollutants can be filtered out with an appropriate mix of trees in a park setting, in a street setting trees can reduce up to 70% of air pollutants (Bolund and Hunhammar, 1999).
- Improved water quality and increased stormwater management: As rain runs down city streets toward storm drains, it picks up particulates, pesticides, oil, grease and heavy metals. By planting 2000 trees and shrubs, Evergreen is helping Markham become more porous which increases plants and soil-based water filtration and decreases contaminated water run-off from roads into waterways.
- Counteracting urban heat island effect: Trees provide the highest cooling effect in comparison to other mitigation efforts (e.g. green roofs). A recent University of Manchester study calculated that a mere 10% increase in the amount of green space in built-up centres would reduce urban surface temperatures by as much as 4°C.

Evergreen understands that tree planting alone is insufficient. In order to create healthier, more sustainable cities, greater ecological consciousness among Canadians must be promoted. One of the main goals of *Growing Communities* will be to engage people of diverse ages, cultures and abilities, in order to improve social cohesion, ecological literacy, civic pride and stewardship in Markham. Evergreen's *Growing Communities* project will achieve both environmental and social objectives through key activities including hosting workshops and education events, as well as planting and stewardship events. By virtue of their involvement in these activities, program participants will benefit from community building and leadership opportunities while learning about the importance trees, natural spaces and community action within the urban environment.

Sustainability Plan:

Native plant species typically require very little maintenance. Tree guards, mulch and mulch mats will be used to help trees and shrubs compete against weeds and increase their chances of survival. Mulch and mulch mats will also maintain moisture in the soil around newly planted trees and shrubs.

Beyond the planting events, Evergreen will work with volunteer stewards for the duration of this project to help monitor and steward these sites throughout 2009. After the 2009 project is completed, Evergreen will continue to work with Town staff and raise funds from diverse sources to support stewardship activities. Also, the funds from this grant will assist in longer-term capital investments in the form of equipment and hard costs that will greatly support our continued work well into the future in the Markham area. Additionally, other active student and community groups, coordinated by Evergreen, municipal and conservation authority partners, may be available to participate in stewardship activities at specific sites. Beyond an estimated three to five year stewardship program, the sites will be well established and will require very little care for continued survival.

Evergreen's efforts will foster a stronger connection between residents and The Markham Trees for Tomorrow initiative. If selected, Evergreen would recognize Markham Trees for Tomorrow's support through a number of channels including:

- Town of Markham logo placement on all on-site signage at planting locations
- Town of Markham logo placement on all *Growing Communities* published materials and resources
- Listing in Evergreen's 2009 Annual Report
- Listing on Evergreen's website which received 438,816 unique visits from July 2007 – June 2008.
- Speaking and volunteer opportunities for Town of Markham Staff at related planting events
- Scheduled public events will be posted on Evergreen's event calendar
- Town of Markham logo and name listing in up to two publication of Evergreen's "Dig In!" e-newsletter

Additional Funding Sources/ In-kind Support:

- Ontario Ministry of Natural Resources (Workshops; Evergreen HR)
- Wal-Mart Canada (Evergreen HR)
- Manulife Financial (Event materials – gloves, buckets, transportation)
- Town of Markham Community Volunteers (in-kind); Mulch (in-kind)
- Evergreen (in-kind overhead and administration, communications)

Please also provide a cost summary including (please use attached budget forms on pages 4 and 5 to this application to provide details of the costs)

Total Project Cost	\$52,600	Amount requested from the MTFT	\$30,000
Amount from other sources	\$22,600	In- Kind support hours	900 hours

[illegible]

BUDGET FORM

[illegible]

Other Expenses

Other Expenses					
Communications (design and development)	4 days	250	1,000	0	1,000
Project co-ordination (event planning, facilitation, site visits, outreach and education events)	40 days	200	8,000	0	8,000
Project management	10 days	250	2,500	0	2,500
Overhead and Administration			5,580	0	5,580
Total			52,600	30,000	22,600

How did you organization hear about the MTFT? (Please check one)

Town Website	_____	Newspaper advertisement	_____	Word of mouth	<u> X </u>	Other	_____
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Upon completion of this Project please submit your project report, as well as original invoices, photos and records to Parks Planner, Operations, Town of Markham, 101 Town Centre Boulevard, Markham, Ontario, L3R 9W3. Telephone 905-477-700 ext.3226 Fax 905-940-1550. Photos may be posted on the Town's website.

Applicant's Signature

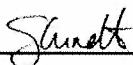
I hereby make application for funding from the Markham Trees for Tomorrow Fund, declaring that all information contained herein is true and correct and acknowledging that the Town of Markham will assess this application based upon the information contained in this application.

If approved for funding I further acknowledge and agree:

1. to comply with all relevant policies and secure all permits required for this project and acknowledge that the Town bears no responsibility or has any liability in any manner with respect to this project.
2. that the Town reserves the right to review communications and communication materials to be presented to the public to ensure compliance with Town policies, including the Town's Communication Standards.
3. to promote the Markham Trees for Tomorrow Fund on any communication materials, or signage associated with this project and will provide a detailed report on the project outlining how the funds were used to support the project upon completion of the project and no later than 1 year from receipt of the funding.
4. to allow the Town of Markham to use the project name and any images associated with the project to promote the Markham Trees for Tomorrow Program.
5. to return all unspent funds to the Town of Markham upon completion of the project.
6. that there shall be no personal benefit directly, or indirectly, from this funding and I will notify the Town of any conflict of interest situation should it arise in carrying out of the project.
7. permit the Town of Markham to claim ownership of all carbon credits and other measurable ecological services resulting from the project.

Signature

Title



Manager, GTA Stewardship and Restoration

Printed Name

Date

Sue Arndt

Friday, February 13th, 2009

In the event the Registered Owner of the lands is an entity other than the Town of Markham, a letter must accompany the application stating that: the Owner consents to this application; acknowledges that the proposed project complies to all its applicable policies and requirements; and, that the writer has the authority to give its consent.

Submission of this application form does not guarantee approval of your application.

Personal information contained herein is subject to the Municipal Freedom of Information Act and the Personal Protection and Electronic Documents Act. The information collected may be used for promotional purposes. Completion of this form constitutes consent by the applicant to these terms and uses.

OFFICE USE ONLY					
Date Application Received			New Applicant?	Yes	No
Approved/Not Approved	Yes	No			
Acknowledgement Letter Sent?	Yes	No	Date Sent		
Letter of Approval or Rejection Sent?	Yes	No	Date Sent		
Final Report Received?	Yes	No	Date Received		
Photos Received?	Yes	No	Date Received		
Consent for Photographs received	Yes	No	Photos posted on website?	Yes	No

Markham Trees for Tomorrow Fund

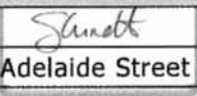
Photo Consent and Release Form

I, Sue Arndt hereby permit and authorize the
(Print in full – first, middle initial & last name)
Town of Markham (the "Town") to take my photograph/image.

I acknowledge and agree that the Town may publish or use the image for any Town purposes by any means whatsoever including, but not limited to electronic or digital means. I acknowledge that the Town may not be able to control the distribution or use of the image by other than Town representatives.

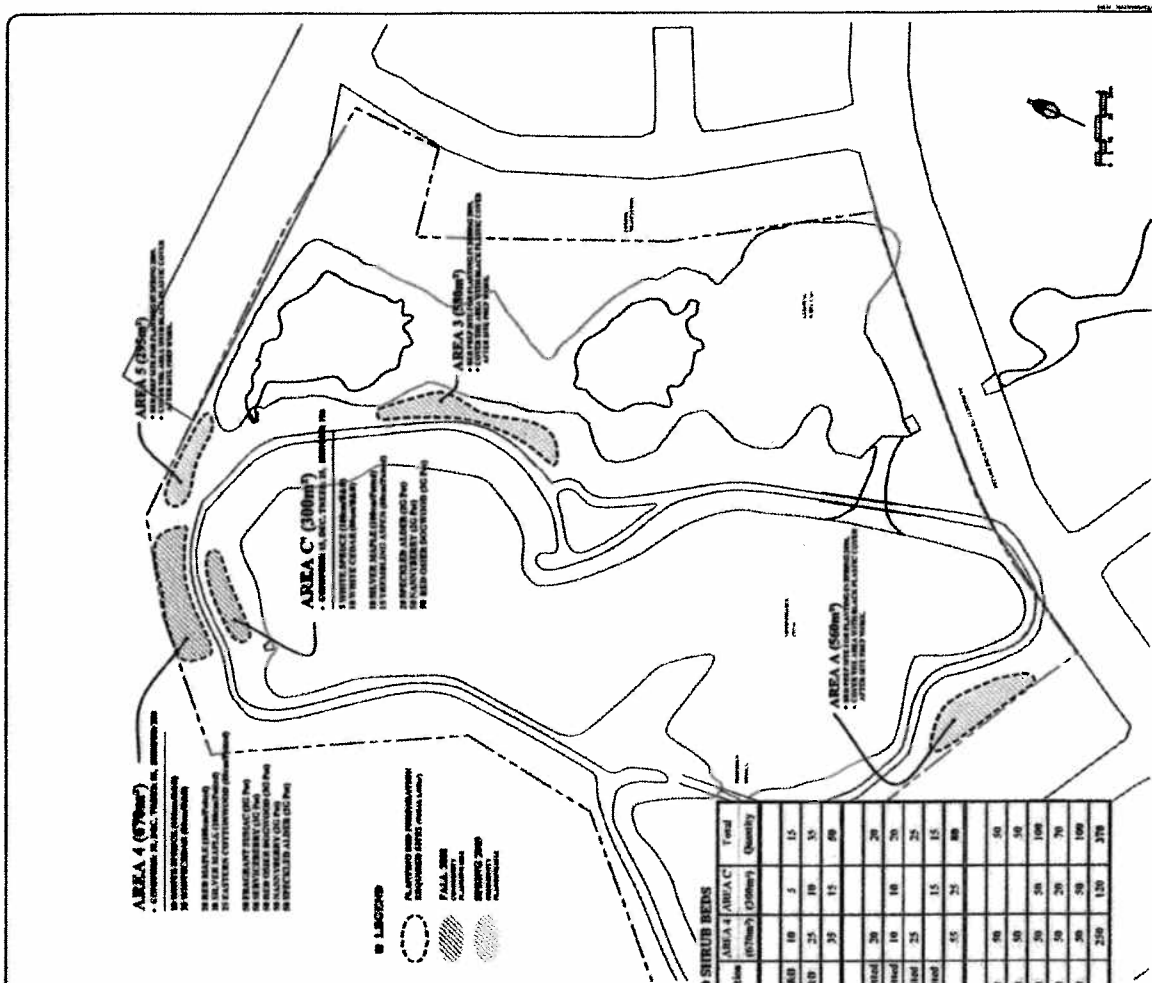
I agree that this Consent and Release is given in perpetuity and for no consideration, credit, acknowledgment or financial recompense, now and in the future.

I hereby hold the Town harmless for any claims, actions, debts, damages, injuries or losses that may arise or be incurred as a result of the taking, use, publication or distribution of the image and I agree to indemnify the Town against any third party claims, actions, damages, injuries or losses brought or assessed against or incurred by the Town for the use of the image(s).

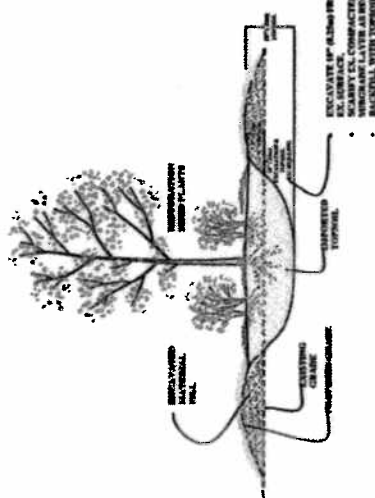
Contact Information					
Signature			Date	Friday, February 13 th 2009	
Address	335 Adelaide Street W.				
Town	Toronto	Province	Ontario	Postal Code	M5V 1S2
Telephone	416-596-1495 x249		Email	sue@evergreen.ca	
Town of Markham:					
Town Representative		Date			

2009 Growing Communities Workplan and Timeline

Time Frame	ACTIVITIES
Spring 2009	<ul style="list-style-type: none"> • Research and recruit new community partners in Markham • Host community workshop in partnership with the Town of Markham and the Town of Richmond Hill on March 12th relating to "Partnership Development" • Look for outreach opportunities in the Town of Markham to attend • Lead community planting and stewardship events
Summer 2009	<ul style="list-style-type: none"> • Host outdoor educational walks/workshops • Host park stewardship and monitoring events (also seek opportunities to revisit 2008 planting sites)
Fall 2009	<ul style="list-style-type: none"> • Lead planting and stewardship events • Attend and lead activity at the Town of Markham's "Team Workday"
Winter 2009	<ul style="list-style-type: none"> • Plan 2010 program

[illegible]

Common Name	Botanical Name	Seed/Seedling	AREA 1 AREA 2 (6/20m) (2/20m)	Total Quantity
CONIFEROUS				
White Spruce	<i>Picea glauca</i>	100mm Potted	10	5
White Cedar	<i>Thuja occidentalis</i>	80mm Potted	25	10
Conifers Total			35	15
DECIDUOUS				
Red Maple	<i>Acer rubrum</i>	100mm Potted	20	20
Silver Maple	<i>Acer saccharum</i>	100mm Potted	10	20
Eastern Camellard	<i>Populus deltoides</i>	80mm Potted	25	25
Trembling Aspen	<i>Populus tremuloides</i>	80mm Potted	15	15
Deciduous Total			55	80
SHRUB				
Fragrant Shrub	<i>Rosa carolina</i>	145 Pot	60	60
Serviceberry	<i>Amelanchier sp.</i>	250 Pot	50	50
Red Osier Dogwood	<i>Cornus americana</i>	250 Pot	50	100
Spotted Alder	<i>Alnus incana</i>	145 Pot	50	50
Nannyberry	<i>Viburnum lonicera</i>	145 Pot	50	100
Shrub Total			250	370



PLANTING AND DETAIL.
FOR INFORMATION, ADDRESS OF LANSING OFFICE