



# MBPO GREEN YOUR BLOCK PROGRAM

*An initiative of Manhattan Borough President Scott M. Stringer*

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## GREEN YOUR BLOCK PROGRAM APPLICATION

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Office of the Manhattan  
Borough President

**Scott M. Stringer**  
Manhattan Borough President

## **2012 MBPO Green Your Block Program Application**

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Borough President Scott Stringer is proud to announce the launch of the 2012 MBPO Green Your Block Program - to increase the funding available for local groups to green their neighborhoods through tree guard installation and tree stewardship.

### **Who can apply?**

Block Associations and other civic and community organizations are eligible to submit applications for tree guard installation on their residential blocks. Since this is a publicly funded streetscape improvement program, applications must be submitted on a block wide basis. We can only accept applications that are submitted on behalf of an entire block. In addition, we cannot accept applications from individuals not submitting formally on behalf of a block association or other civic or community organization. Moreover, owners of property adjacent to the tree bed for which an application has been submitted must complete the attached consent form expressing consent to participate in the program.

Funds will not be provided directly to any applicant, but will be utilized by Parks to conduct all work needed for the streetscape improvement and tree guard installation.

Only residential blocks are eligible to receive tree guards under this Fund. This funding is only for tree guards and tree bed expansion. If you have an empty tree bed on your street or would like to request a new street tree, you may request trees directly from the Department of Parks and Recreation by visiting [www.nycgovparks.org](http://www.nycgovparks.org).

### **How do I apply?**

Applicants must list all trees located on their residential block(s) as of January 27<sup>th</sup>, 2012 by street address and agree to maintain tree guards that are granted by the Green Your Block Program. In addition, applicants must obtain the signature of **each property owner adjacent to a tree bed which indicates their consent to receive a tree guard.**

To complete the application you must: fill out Worksheets A and B; read and sign the Maintenance Agreement; and obtain each property owner's signature on a separate Consent Form. Please make the appropriate number of copies of the consent form needed to complete your application. All completed and signed forms must be included together with your application.

One original copy and one photocopy of the completed application should be completed and mailed to the following address by January 27<sup>th</sup> 2012:

Office of the Manhattan Borough President  
Attention: MBPO Green Your Block Program  
1 Centre Street, 19<sup>th</sup> Floor South  
New York, NY 10007

## Evaluation

Projects will be awarded based on the following criteria:

- a demonstrated ability and commitment to provide for long-term maintenance of trees;
- completed application including signed consent forms;
- a confirmation of community need;
- a commitment to plant and maintain flowers and greenery in tree beds.

## Schedule

Completed applications are due by January 27<sup>th</sup>, 2012. The Office of the Manhattan Borough President will notify all applicants in writing regarding the status of their application in February, 2012. Please note that certain tree guards may not be approved due to prohibitive site conditions including but not limited to raised or cracked sidewalks, missing curbs, excessive tree trunk diameter or the presence of a driveway or bus stop. Moreover we cannot install guards around treeless beds.

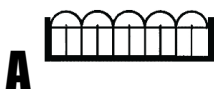
Please consider the information below when determining the locations of tree guards to include in your project.

## Tree beds

Larger tree beds allow for better water filtration and are healthier for the tree. For tree guard installation, the Parks Department may widen small existing tree beds to 5 feet x 6 feet or 4 feet x 8 feet. Beds that need to be expanded to anything larger than 5 feet by 8 feet in area are ineligible to receive a tree guard. Also, street trees with roots that are lifting and/or cracking sidewalks are ineligible to receive guards. These applicants should call 311 and ask for service under the Parks Department Trees and Sidewalks Program. Finally, no location with bluestone pavement will be eligible if cutting of bluestone is required.

## Tree guards

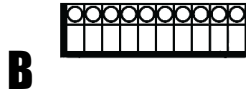
Tree guards beautify your block and help protect street trees from bicycles, dog waste, and other elements that can be harmful to trees. You may choose from the tree guard styles below, which are recommended by Parks for their durability and ability to provide adequate room for tree development. Applicants must **select a single style** for the entire block. All guards will be **three-sided** to allow access to the tree for maintenance by Parks.



TREE PIT GUARD TYPE 'A'



TREE PIT GUARD TYPE 'A' THREE SIDED DESIGN



TREE PIT GUARD TYPE 'B'



TREE PIT GUARD TYPE 'B' THREE SIDED DESIGN



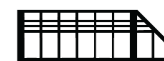
TREE PIT GUARD TYPE 'C'



TREE PIT GUARD TYPE 'C' THREE SIDED DESIGN



TREE PIT GUARD TYPE 'D'



TREE PIT GUARD TYPE 'D' THREE SIDED DESIGN

**Optional: Become a Tree Steward!**

New York’s street trees need your help! All New Yorkers will share in the many benefits that come from planting trees— more beautiful neighborhoods and parks; cleaner air and water; higher property values; energy savings; cooler summer streets, yards, and public open spaces; and a healthier, more environmentally sustainable city. To find out more information on tree stewardship or adoption, please visit <http://www.milliontreesnyc.org/html/care/care.shtml>.

**MBPO Green Your Block Program Application**

**Worksheet A**

Name of your organization: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Are you a 501c3?  Y  N

Address of Organization:  
\_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone/Email (if different from above) \_\_\_\_\_

Neighborhood: \_\_\_\_\_ Community Board: \_\_\_\_\_

**Project Description**

To help us understand your proposal, please provide a brief description of your proposed project, including a description of existing site conditions, the number of street trees and tree beds currently on the block and the number of tree guards that you are requesting. You will be asked to provide site specific information on the following page. Attach additional pages as needed for this question and subsequent questions.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe what additional investments your organization may make to complement the work that you are requesting under this fund, such as planting flowers and other greenery in tree beds.

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Please provide a detailed account of your block's need for green beautification initiatives, including the use of tree guards and trees.

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# MBPO Green Your Block Program Application

## Worksheet B

Fill out the following information regarding your block including all existing street tree beds at which you are requesting tree guards. An example has been provided. **Please print clearly.**

Site No.	Street Number & Name	Cross Street	Existing Tree	New Tree Guard	Tree Guard Type (A,B,C,D)	Signed Consent Form
Ex. 1						
1						
2						
3						
4						
5						
6						
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**Maintenance Agreement**

All awardees will be expected to assist in the maintenance of tree guards. Applicants must agree to meet the following maintenance requirements and sign the statement below.

**Cleaning & Care**

Tree beds should be kept clear of debris and dog feces. Snow should be removed from tree beds, as it may contain de-icing agents harmful to trees. Flyers and signs should be removed from trees promptly. People, dogs, cars, bicycles, and other harmful objects should be prevented from damaging the tree.

Those who would like to do any work on or around street trees must first obtain a free permit from the Parks Manhattan Forestry office. Work includes, but is not limited to, pruning, fertilizing, spraying for the control of insects and disease, planting, installing decorative lights, and removing dead trees.

**Applicants must sign the following statement:**

If the application submitted by \_\_\_\_\_  
(organization name)

is selected, it will adhere to the street tree guard standards listed above for each site awarded under the Green Your Block Program. The Office of the Manhattan Borough President has no further financial obligation to care for or maintain the tree guards requested in this application.

On behalf of \_\_\_\_\_  
(organization name)

I agree to the maintenance requirements and the statement above and am duly authorized to sign on behalf of the above listed organization.

**Conflict of Interest**

For the purpose of evaluating potential conflicts of interest, please disclose whether you have an economic or family relationship with any employee of the Manhattan Borough President’s Office and explain the nature of such relationship, if any:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have no economic or family relationship with any employee of the Manhattan Borough Presidents’ Office, please check this box:

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**Consent Form**

Property owners that are to receive a tree guard must sign this form. Please make the appropriate number of copies of this consent form needed to complete your application.

**Please read carefully and complete the following statement.**

I, \_\_\_\_\_, the owner of \_\_\_\_\_  
(full name) (property address)

do hereby **grant** permission to \_\_\_\_\_  
(organization name)

to request a tree guard at the above referenced property.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)