

Trees for Watersheds Grants 2027 Eligible Expenses

Site Prep

Debris Removal- limited to trash and flood debris that interferes with planting.

Mowing- funded for invasive control, not for aesthetics or park maintenance. Brush hogging should be listed here.

Invasive Removal- mechanical removal, i.e. hand digging, tractor and chain, etc.

The above three items should be staff time multiplied by hours plus equipment charge.

Herbicide- for invasive control; chemical to be used should be identified in Narrative. If sod grass is being eradicated, herbaceous seed mix must be planted. Rodeo (or generic equivalent) only is allowed in stream bank areas and wetlands to protect amphibians (per USDA regulations). List estimated hours: Herbicide expense should be listed in the Other section.

Other- Drill seeding is permitted as Match. Post-planting establishment (watering, weeding, tree shelter maintenance and herbicide for weed control) is allowable as match. Contractor auguring is only allowable as Match. Augur rental and staff auguring time are eligible as a grant expense. *Please put a few sentences in the narrative describing what is in "Other".*

Monitoring and Maintenance- Project monitoring and maintenance on earlier TreeVitalize Watersheds projects is allowable as Match for new projects. Enter under "Old Project M&M" under the match column in the Site Prep section.

Staff Time- Staff time for the actual performance of site preparation is allowed and is capped at \$1,000 per acre. Please note that this is separate from the allowable \$1,000 cap per project for administrative and planning staff time costs (see 'Staff and Labor' section below).

Plant Materials

All plants must be native to southeastern Pennsylvania.

Trees must comprise 80% of planting material cost (minus mulch) Average cost of \$25 or less per tree is preferred; please explain in narrative if higher. Containerized or bareroot are preferred. Ball and burlap trees are acceptable, but use should be limited and there is a \$100 limit per tree. The need for B&B material should be justified in the narrative. (PHS can supply certain native bareroot trees at a good price in November and April. Email Olivia Glinsky at oglinsky@pennhort.org for details.)

Working with different sizes to increase numbers of shrubs is acceptable, but 80% tree share of plant expense must be achieved.

Herbaceous planting is acceptable but should be all-native seed mix appropriate to site. Mix should contain no more than 25% native grasses and mix list must be included in narrative.

Warning- some "native" seed mixes contain non-native plants- check the list for your mix! Seed providers will customize their mix (take out non-native seed) if asked.

Additional shrub and herbaceous plantings over the 20% non-tree plant material cost limit is acceptable only as Match but encouraged.

A good way to do a complete restoration (i.e., all layers: canopy, shrubs and herbaceous) is to use a seed mix instead of herbaceous plugs. You won't need to worry as much about deer predation, since there will be so many plants, and the mix will hopefully provide additional competition against invasives as well as erosion control.

Plugs may only be used with a detailed plan for deer protection.

NOTE: All woody plants must have some form of deer protection and mulch.

Plant Selection Assistance

Consult PA Natural Heritage site for lists of appropriate trees, shrubs and herbaceous plants by county and site characteristics:

<http://www.naturalheritage.state.pa.us/Species.aspx> . Your County Watershed Specialist may be available (upon request by the applicant) to help you assess your site and select appropriate plants. Remember to check seed mix list for herbaceous planting- no non-natives allowed!

Staff and Labor for Project Administration

This budget category is **limited to nonprofit organizations** and should include project design, plant selection, ordering and receiving, volunteer recruitment and

management, and administrative costs (senior management time, bookkeeping). *Reimbursement for staff time for project administration and management is limited to \$1000 per project; additional staff time should be listed as Match. Staff time must be documented with time sheets from the organization.*

Other

Contracted Services- consultant costs shall be no more than \$1000 and justified in the narrative.

Volunteer Labor- Enter the total number of volunteer hours, and the spreadsheet will automatically calculate your match using Independent Sector's most recent figure for the PA volunteer rate (\$32.28/hour at time of writing). Volunteer time must be documented with Volunteer signup sheets, which should include name, sign-in time and sign-out time, and hours worked. Please total the hours on each sheet.

Supplies- list all non-plant supplies, including herbicide used in Site Prep. This is specific to supplies needed to complete plantings. Food and water for volunteers is not considered an eligible expense.

Mileage- allowed for plant pick up and staff travel to and from the planting site.

Signage- Any permanent signage must display the Trees for Watersheds Project logo, and credit all project partners, including PHS, DEP Growing Greener, DCNR, Aqua PA, PECO and any other funders. Logos are available from PHS upon request. Signage expense up to \$1000 is reimbursable.

Watering bags or tree diapers are an eligible expense but are limited to 30 per project. Applicants should retain and reuse bags.

Eligible Expenses Quick Reference Table

The table below provides examples of eligible reimbursable expenses, expenses that contribute to your 25% match, and ineligible expenses. Please note that for each eligible expense and match, documentation is required. That may be a receipt, invoice, staff timesheets, or volunteer sign-in sheets.

Examples of Eligible Reimbursable Expenses	Examples of Ineligible Expenses
• Trees native to SE Pennsylvania (must be 80% of plant material cost) • Mowing for invasive control • Augur rental and staff auguring time • Removal of trash and debris that interferes with planting • Up to 30 Watering Bags/Tree Diapers • Signage up to \$1000 • Invasive removal – mechanical and herbicidal • Drill Seeding (can also be used as match) • Project Monitoring and Maintenance on old Treevitalize Projects (can also be used as match)	• Mowing of Turf/Lawn for aesthetic purposes • Food and drinks for volunteers • Plants non-native to SE Pennsylvania • Ball and burlap trees over \$100 • Non-native herbaceous seed mixes • Staff time for administrative planning (unless for a nonprofit organization) • Funds from other PA DEP Growing Greener programs are not eligible as match
Expenses Permitted ONLY as Match	
• Post-Planting Maintenance • Contractor auguring • Additional shrub and herbaceous plantings over the 20% non-tree plant material cost limit	



Trees for Watersheds Grants

