



TENNESSEE URBAN FORESTRY COUNCIL

Promoting healthy and sustainable urban and community forests in Tennessee

P.O. Box 58443
Nashville, TN 37205

February 17, 2016

Dear Arboretum Partner:

The Tennessee Urban Forestry Council is celebrating its 25 year anniversary in 2016, and one of our events is to provide 25 \$100 grants to our arboreta partners. This grant is to be used by you to plant an additional tree(s) to enhance your collection of species. Attached is an application form and additional rules.

Because there are over 80 arboreta in our state-wide program, not everyone will be able to take advantage of this offer. So we will take the first 25 post marked requests.

Please respond soon if you would like to partner with us in celebrating 25 years for the Tennessee Urban Forestry Council.

Sincerely,

Jill Smith
Administrator, TUFC



TENNESSEE URBAN FORESTRY COUNCIL

Promoting healthy and sustainable urban and community forests in Tennessee

Arboreta 25 Grant Application

Arboreta Name: _____

Address: _____

Phone: _____

Email: _____

Contact person: _____

Planting in (circle one): Spring of 2016 (before April 1) Fall of 2016 (Nov 1 – Dec 10, 2016)

# trees	Species	Size	cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
			Total: _____

If you are funded, TUFC should make the check out to: _____

Mail application to:

TUFC
P.O.Box 58443
Nashville, TN 37205



TENNESSEE URBAN FORESTRY COUNCIL

Promoting healthy and sustainable urban and community forests in Tennessee

Application Rules and Guidelines Arboreta 25 Program

1. Money will be used to buy a tree(s).
2. Arboretum receiving a grant agrees to follow TN Division of Forestry planting guidelines (included).
3. Trees may be planted in the spring (up to April 1) or fall of 2016 (before Dec 31).
4. This is a reimbursement grant. The arboretum will buy the tree, then send a copy of the receipt to the Council for reimbursement. The receipt must contain the date and name of the store. An invoice is preferred showing the tree species, size and number of trees if more than one tree is purchased. A cash register receipt MAY be accepted provided it shows the date and store, and that a tree was purchased. (Chemicals, tools, and other lawn and garden items from Big Box stores are not reimbursable.) A credit card statement is not acceptable.

Process - Procedure

1. You send in an application to the TN Urban Forestry Council
2. We review your application
- 3 We notify you that you were approved
4. You buy the tree(s) and send us the bill
5. We will review it and then reimburse you

Tennessee Urban Forestry Council Contacts for this project

Bruce Webster
Retired Sr. Urban Forester
P.O. Box 58443
Nashville, TN 37205
615-833-6619

blwebster71@gmail.com

*I don't look at email every day

Jill Smith
TUFC Administrator
P.O. Box 58443
Nashville, TN 37205
615-638-8027

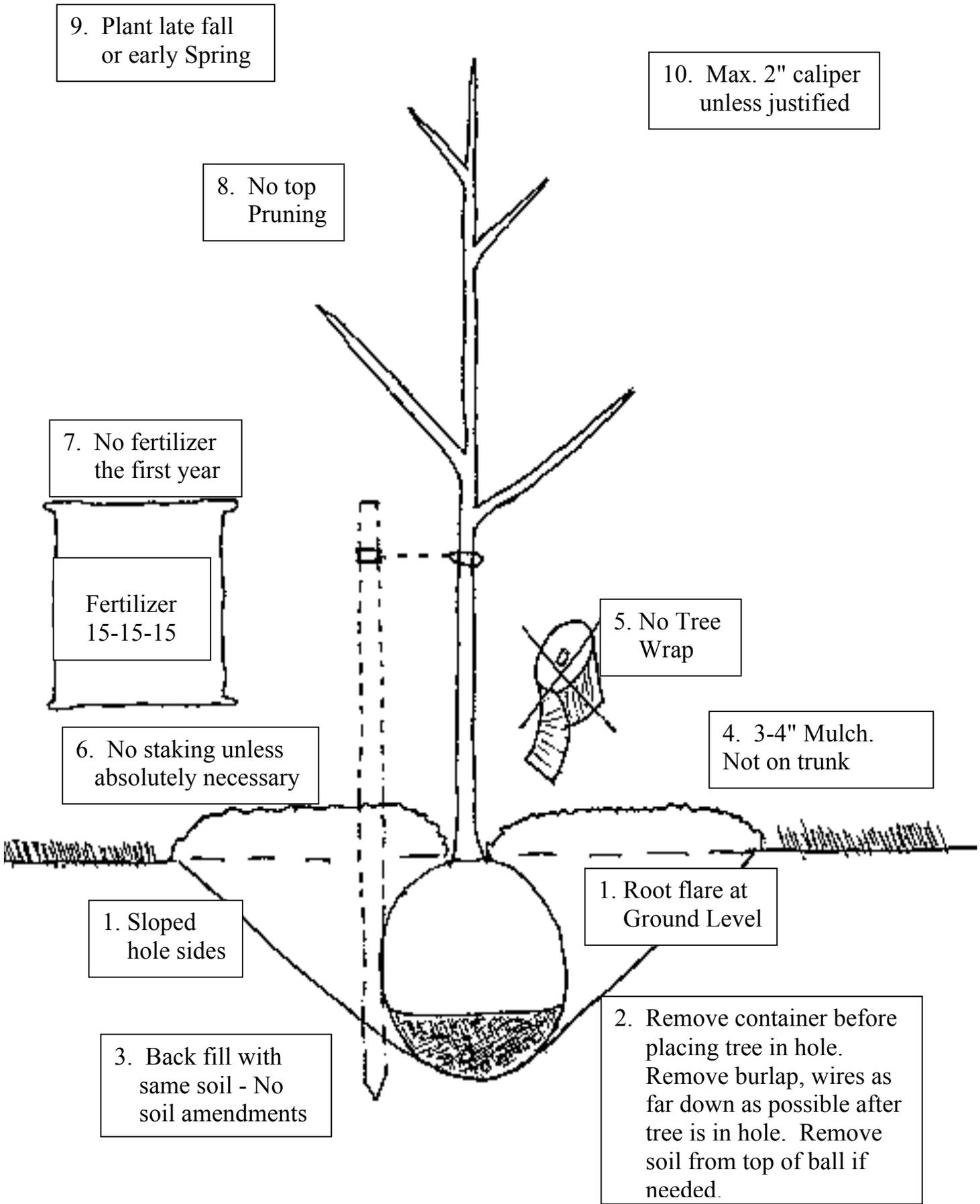
Tree Planting Guidelines

Tennessee Department of Agriculture, Forestry Division

NOTE: TREES PLANTED USING A GRANT FROM THE DEPT OF AGRICULTURE FORESTRY DIVISION MUST FOLLOW THESE GUIDELINES.

In order to have a healthy tree in the future; the tree must be planted properly. The following are guidelines to assist you in planting your tree properly. Prior to planting remember to move the tree by the root ball or the container. Never grab it by the trunk.

1. **Digging the Hole:** The planting hole should be at least twice the width of the rootball or container to encourage the roots to grow into the surrounding soil. The sides of the planting hole should be sloped. The depth of the hole should be the same as the distance from the root flare of the tree to the bottom of the container or ball. Most trees have the root flare below the top of the ball or soil in the container, so digging a hole the same depth of the ball or soil in the container often results in planting the tree too deep. One can check the root flare depth by digging down next to the trunk to find the flare.
2. **Tree Preparations:** For container trees, remove the container. Place the root “ball” in the hole. Cut the circling roots in the outer part of the ball with 4 to 6 cuts, or gently pull the roots out of the ball and plant them in trenches leading away from the planting hole. (A planting hole does not have to be round.) For B&B trees, place the ball in the hole, then remove the rope around the trunk, and then reach down in the hole and cut away as much burlap as possible. Also, use wire cutters to remove as much of the wire basket as possible. This should be done after the tree is in its final position and ready to be back filled.
3. **Backfill:** Use the same soil that was taken out of the hole. If the soil is very poor and appears to need topsoil, increase the hole size and sparingly mix in some local topsoil (avoid using potting soil, peat moss, and soil amendments). Remove stones and other debris. Fill the hole halfway with backfill, then water. Finish filling the hole with the backfill and water again. Make sure to work the soil around the ball firmly to eliminate any air pockets. Also, make sure the tree is vertical and properly supported, but do not pack the soil around the trunk.
4. **Mulch:** The area around the tree should be mulched with woodchips, barkchips, or pine mulch. The mulch should be 3 to 4 inches thick and cover the entire planting area and beyond. The mulch needs to be placed in a donut or tire shape around the trunk of the tree. The mulch must be kept away from the trunk of the tree to keep insects away and prevent the trunk from being excessively wet. Mulch helps conserve soil moisture, reduces the competition from unwanted weeds, keeps lawn mowers and string trimmers from damaging the trunk, and moderates soil temperature extremes. ***Do not use sawdust, black plastic, or grass clippings as mulch. Do not make mulch volcanos.***
5. **Trunk Wraps:** Research indicates there are no benefits from using trunk wraps and it may encourage damaging insects or diseases.
6. **Staking:** Staking is not necessary if the tree has a proper size rootball and has not been pruned too high. Stakes may help prevent lawnmowers and string trimmers from damaging the tree. If staking is needed for support, attach them so the tree has some sway. **NEVER** leave wires or straps on the tree for more than one growing season.
7. **Fertilizing:** Generally new trees do not need fertilizers. Using the wrong product could damage the already reduced root system. Fertilize the first year only if a specific problem develops.
8. **Pruning:** Prune only the branches that are dead, broken or severely deformed during the first growing season. Buds produce hormones that stimulate root growth, so keep the removal of buds to a minimum.
9. **Timing for Planting:** The best time of year to plant your tree is November through March.
10. **Tree Size:** Trees 2 inch caliper or less are recommended unless a larger size is justified. Smaller trees recover from transplant shock and commence with normal growth more quickly.



9. Plant late fall or early Spring

10. Max. 2" caliper unless justified

8. No top Pruning

7. No fertilizer the first year

Fertilizer
15-15-15

5. No Tree Wrap

6. No staking unless absolutely necessary

4. 3-4" Mulch. Not on trunk

1. Sloped hole sides

1. Root flare at Ground Level

3. Back fill with same soil - No soil amendments

2. Remove container before placing tree in hole. Remove burlap, wires as far down as possible after tree is in hole. Remove soil from top of ball if needed.