

**N.C. Forest Service Urban and Community Forestry Financial Assistance Program
2025-1 Request for Applications
Urban and Community Forestry Projects**



Applications will be accepted offering financial assistance to eligible organizations to complete projects that include the completion of practices and activities from multiple practice and activity categories and that are not eligible for the Inflation Reduction Act RFA or Urban and Community Forestry Foundations RFA.

- Application period
 - Opens Jan. 15, 2025, and closes Feb. 12, 2025, at 5 p.m.
- Eligible Organizations
 - Municipalities and counties
 - Tribal governments
 - 501(c)(3) organizations
 - Public schools, colleges and universities
 - Incorporated homeowners associations located with municipalities.
- Requirements
 - Projects are limited to the completion of practices and activities from a maximum of three (3) practice/activity categories.
 - All requirements and prerequisites detailed on our Financial Assistance Program webpage and in the FAP Eligible Practices and Activities fact sheet apply.
 - Projects must include outreach product(s) and event(s) developed by a communications professional that fulfills the following objectives.
 - Educates and engages the public in the project.
 - Inform the residents in advance of practices and activities that are scheduled for completion in their neighborhood.
 - Final Report – A professionally published two-to-four-page infographic-style report summarizing and illustrating the project need, goal, objectives and accomplishments.
- Eligible Practice and Activity Categories
 - Advocacy Group Development -- Strategic planning assistance to help the organization develop a long-range strategic plan.
 - Education and training -- Development and delivery of educational and training products, events and programs.
 - Inventories and Assessments -- Resource inventories, assessments, program reviews and surveys.
 - Outreach -- Development and delivery of outreach products and events to inform and engage the community in urban and community forestry.
 - Ordinances, Policy, Standard and Specifications – Development of local ordinances defining local government’s role, policy and standards and specifications for managing the urban forest.
 - Plans -- Urban and community forestry plans guide a community's management at the community wide scale.
 - Tree planting - Development and completion of a tree planting project.
- Financial Assistance
 - \$100,000 in grant funding is available.
 - All eligible organizations

**N.C. Forest Service Urban and Community Forestry Financial Assistance Program
2025-1 Request for Applications
Urban and Community Forestry Projects**



- Cost share structure – 50% N.C. Forest Service cost share and 50% awardee cost share.
- Disadvantaged Communities
 - See NCFS U&CF Financial Assistance webpage for definitions.
 - Match Share structure -- 50% N.C. Forest Service share and 50% awardee match share.
 - Other funding share structures may be available.
- Term
 - Up to 12 months
- Maximum Total Project Cost
 - \$100,000 – N.C. Forest Service and awardee share
- Award, Grant Contracts and Schedules
 - See NCFS U&CF Financial Assistance webpage. for awarding information.
 - Applicants should plan for a project start date of July 1, 2025.
 - Conditional award notices will be issued by March 31, 2025. Awardees will enter a grant contract with the N.C. Forest Service.
 - Working with the N.C. Forest Service, conditional awardees must complete the work necessary to complete the grant contract and be issued a final award by May 31, 2025.
 - The awardee will complete the work, pay for the completion of the work and submit a reimbursement request to the N.C. Forest Service for approval and payment.
 - Reporting
 - Awardees will be required to maintain and submit documentation proving project expenses, provide interim progress reports, deliverable accomplishment and a final report in accordance with respective federal ([Code of Federal Regulations](#)), state and N.C. Forest Service policies and procedures. Reporting instructions and documents can be found at NCFS U&CF Resources and Specifications webpage under Financial Assistance.
 - Awardee will be required to submit interim progress reports and a professionally published two- to four-page infographic-style final report.
- Project Development
 - We are accepting applications, not proposals to complete a project. Projects must be ready for implementation.
 - Applicants may plan for a project start date of July 1, 2025.
 - Your budget should include an estimate from at least one vendor for all goods and services to be purchased.
 - Visit and review the NCFS U&CF Financial Assistance and U&CF Resources & Specifications webpages for more information, guidance and planning tools.
 - Complete the project planning process as instructed utilizing the following documents found on the U&CF Resources and Specifications webpage.
 - FAP Guidance & Instructions for U&CF Project and Application Development
 - FAP Eligible Practices and Activities fact sheet
 - FAP Objective Building Tool
 - FAP Project Planner document.



- RFA Work Plan
- RFA Budget Form -- Cost Share or Match Share
- **Note: This RFA will be offered in January and July each year.** Take the time necessary to develop a well-planned project with a clear project need, goal, objectives, work plan and budget. Incomplete applications will be rejected. If you are not ready now, apply at the next RFA offering.
- Informational and training webinars and workshops will be held periodically. Select **Subscribe** in the **Follow Us** section at the bottom of any N.C. Forest Service webpage to receive U&CF news and training opportunities.
- N.C. Forest Service U&CF staff and N.C. Forest Service county staff are only available for project development guidance outside of the application period.
- Application and Instructions
 - The application is electronic.
 - The information you developed in your project planning process will be used to complete your application. You will need the following documents to complete your application.
 - A copy of the application. This shows the questions you will be asked and all the information you will need to complete the application.
 - Completed FAP Project Planner.
 - Completed RFA Work Plan. This document must also be emailed as instructed in the application before the close of the application deadline.
 - Completed RFA Budget Form -- Cost Share or Match Share. This document must also be emailed as instructed in the application before the close of the application deadline.
 - Supporting Documents
 - Letters from municipal and neighborhood organization(s) project team members acknowledging their support of the project and explaining their role.
 - Copies of documents noted for submittal in the application.

[Apply by Clicking Here](#)