

City of Lincoln Tree Board - Tree Removal Grant Application

The city of Lincoln Tree Board has made available up to five, \$500 stipends on a first come-first serve basis for the removal of a dead tree or tree which poses a significant risk to the public. In order to qualify, the following requirements must be met:

- Each household requesting a \$500 stipend must complete this application and return it to the city for approval.
- The applicant must be a citizen of Lincoln, and the household where the tree is located must be within the city limits.
- The dead tree must be located on the property owned by the applicant.
- The tree must be verified to be dead or verified to pose a significant risk to the public by a member of the Tree Board.
- The tree must be cut down entirely leaving no more than 36 inches of a stump.
- The approved tree must be cut down and the location cleared of debris to be inspected by a member of the Tree Board within 30 days after the approval of this application.

This application is for the consideration of a \$500 stipend for the removal of a dead tree within the city of Lincoln, North Dakota. **Only one stipend per household.*

For any additional information please call (701) 258-7969 or email us at: treeboard@cityoflincolnnd.com

Your name: _____

Your address: _____

Address where the tree is located (if different): _____

Your phone number: _____ (**A working phone number must be provided in order for a Tree Board member to contact you for the inspection of the dead tree.*)

Type, size, location and brief description of tree to be cut down and removed:

Date: _____

To be completed by the city

Step 1: Since the applications are on a first come first serve basis, city staff must document the date and time the application was submitted:

City staff name: _____ Date: _____ Time: _____

Step 2: After the application is submitted to the city, the Tree Board must be contacted to inspect the dead tree and take pictures for documentation. A member of the Tree Board will make an initial inspection of the dead tree. The Tree Board representative who inspected the dead tree must provide a recommendation to the city staff.

Date of dead tree inspection: _____ Name of inspector: _____

Based on the initial inspection, does the applicant meet the requirements above? Yes or No

If no, why not?

**Provide images to the city documenting the condition of the dead tree.*

Step 3: After the Tree Board representative inspects the tree and provides their recommendation, the applicant will be contacted by city staff to let them know if they qualify for the stipend following the requirements. Applicants are not guaranteed to receive the stipend at this point, rather they are ensured a spot for reimbursement if they meet the additional requirements. The tree must be removed by the applicant within 30 days starting at this point. Inform the applicant, they must contact the city once the tree has been removed.

Name city staff who contacted applicant: _____ Date: _____

Step 4: Once the applicant contacts the city notifying them the tree has been removed, city staff will contact the Tree Board so a member can make a final inspection.

Name of inspector: _____ Date of dead tree removal inspection: _____

Did the applicant meet all requirements listed above? Yes or No

If no, why not?

**Provide images to the city documenting the tree removal.*

Step 5: If the applicant has met all the requirements, and the Tree Board member who inspected the removal recommends reimbursement, city staff shall provide reimbursement to the applicant of \$500.

Date when the \$500 stipend was issued: _____