



Vermont Urban & Community Forestry Program

2025 Rural Roadside Ash Tree Removal Grant Overview

The [Vermont Urban & Community Forestry Program](#) (VT UCF) is seeking applications from municipalities statewide that are ready to fell ash trees within the municipal right-of-way along unpaved roads. Priority will be given to municipalities that have not yet removed ash trees but show readiness to do so. Financial assistance between \$6,000 and \$12,000 is accompanied by technical assistance from VT UCF staff.

All species of ash trees in Vermont are threatened by emerald ash borer, a non-native and highly competitive beetle that feeds on and kills most ash trees. The quick mortality (within three-to-five years of infestation) and the brittle nature of infested ash trees pose safety risks to people.

Funding will support costs associated with the removal of priority ash trees in municipal rights-of-way by contracted arborists or loggers, municipal staff (usually town highway or public works crews), or a combination of both. Municipalities may also request technical assistance to prioritize project locations, develop an RFP package, select and mark ash (*Fraxinus* species only) trees for removal, communicate with affected landowners, or provide outreach and education materials.

See examples of municipal ash management plans, RFPs, and other resources at:
vtcommunityforestry.org/municipal-assistance/emerald-ash-borer-management

WHO MAY APPLY

Applicants must meet the following eligibility requirements:

1. Be a municipality within Vermont.
2. Have an existing ash (*Fraxinus* species only) tree inventory of a proposed project location, likely between one and four miles of road. This may be a tally or digital inventory that includes ash tree locations and size classes (usually measured as diameter-at-breast-height).

VT UCF staff will select two to four municipal awardees for this grant. Applications will be competitively evaluated based on eligibility, completeness, clarity, and assessment of need.

PROJECT STRUCTURE & FUNDING

Funding for ash removals may be utilized by municipal staff to complete work in-house or may be sub-contracted to a logger or arborist consistent with procurement policies of the municipality.

Release Date: 2/20/25

Application Due Date: 3/28/25

The total funding available for this pilot project is \$24,000 to be divided between two to four municipalities. Grant awards will range from \$6,000 to \$12,00; each award amount will be decided by VT UCF staff.

Applicants are not required to submit a budget. There is no required cash match; however, municipal staff and volunteers must commit to providing their time to develop projects, solicit bids, mark ash (*Fraxinus* species only) trees, conduct public communication and outreach, and manage the grant.

ELIGIBLE ACTIVITIES GUIDELINES

Below are general guidelines for the eligible project components. **For help with project development, contact VT UCF's Technical Assistance Coordinator Joanne Garton at (802) 249-4217 or joanne.garton@vermont.gov.**

Eligible project costs may include the following:

- Contracted services and staff salaries associated directly with ash (*Fraxinus* species only) tree removal activities.
 - Administrative costs (contract management, invoicing, reporting, etc.) up to 10% of the total award
- Supplies and materials needed to mark ash trees (e.g. paint, flagging, signage)
- Costs of public outreach and engagement, up to 5% of the total award (e.g. cost of printing or mailing letters to affected landowners, facilitated site walks, or other notifications)

SITE VISIT

VT UCF requires that project leads accompany VT UCF staff on one site visit after marking of ash (*Fraxinus* species only) trees for removal but prior to the commencement of tree removal work.

TIMELINE

Applications must be submitted before 5pm on Friday, **March 28th, 2025**. Grantees will be notified of funding approval by the end of April 2025. Awarded funds in the form of signed grant agreements are anticipated to be available by the end of May 2025. **Projects must be completed and a final invoice submitted by June 1st, 2026.**

PAYMENT PROCESS

All funds awarded through the *2025 Rural Road Ash Tree Removal Grants* program will be available for payment in accordance with the following schedule:

- Up to one-third of the grant award total payable after the signing and execution of the grant agreement and when invoiced to VT UCF, and
- the balance upon completion of the project with verification of payment of all expenses and with submission of a final report and invoice.

Refer to our [Grant FAQ webpage](#) for more information.

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Please note that per the payment schedule above, grantees will be required to pay for a portion of eligible project expenses before final reimbursement from the State. The Department of Forests, Parks and Recreation reserves the right to make partial payment upon non-compliance of conditions in the grant agreement. Grantees may opt to be set up to receive Automated Clearing House (ACH) electronic payments; if no ACH electronic payment is set up, please allow 4–6 weeks from the time of the payment request to receipt of the check from the State Treasurer's Office.

HOW TO SUBMIT YOUR APPLICATION

Applications will be accepted via an online Rural Roadside Ash Tree Removal Grant Application Form. The online form application will accept applications until 5:00pm on Friday, March 28th, 2025. **Note that the online form application cannot be saved or restarted; we suggest that applicants download and use the Grant Application Worksheet available as a [printable PDF](#) or [Word document](#) on the grant webpage to develop, edit, and save your work until you are ready to fill the form out entirely and submit.**

Applications will not be considered complete until the application form is submitted and the required attachments detailed in the application form are submitted as separate PDF documents in a single email to elise.schadler@vermont.gov.

ASSISTANCE

For more information or assistance, contact the VT UCF staff listed below.

Grant Application & Submission Questions: Elise Schadler, VT UCF Program Manager, (802) 522-6015, elise.schadler@vermont.gov

Project Development Questions: Joanne Garton, VT UCF Technical Assistance Coordinator, (802) 249-4217, joanne.garton@vermont.gov

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact ANR.CivilRights@vermont.gov or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or

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contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is also available in languages other than English.

To file a discrimination complaint with the USDA, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.

Grant funding that supports Vermont municipalities, non-profit organizations, and educational institutions is one of the many resources that the Vermont Urban & Community Forestry Program offers to support local tree care and stewardship. Learn more at VTCOMMUNITYFORESTRY.ORG.