



## **GARDEN CITY TREE CARE AND REMOVAL ASSISTANCE PROGRAM**

The Garden City Tree Care and Removal Assistance Program is available residents and businesses located in Garden City. The Town realizes and acknowledges the importance of the landscaping appearance of the community and has determined it in the best interest of the Town to provide financial assistance to encourage the planting and proper care of appropriate trees.

Applications will be accepted and reviewed by the Grant Committee. The applicant will also be required to give a five minute oral presentation to the Grant Committee at a Board meeting to be scheduled with the Garden City Town Clerk. The meeting will be held at the Garden City Town Hall, 621 27<sup>th</sup> Street Road, Garden City, Colorado. Dates are typically the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month, and your application is due by 2:00 p.m. on the Wednesday before the meeting.

A maximum amount of \$800 per property or applicant is available during the calendar year.

### **RULES AND REGULATIONS**

- Must be located in the Town of Garden City
- If planting a new tree, the tree must be appropriate for the location. Check with the Town Hall staff for a list of trees that are eligible.
- Provide two professional contractor estimates for the cost of either a new tree and planting or the care of an existing tree when a contractor is being used, or provide a written estimate for cost of materials if doing it yourself
- Reimbursement will be made upon completion of the project and proof that payment has been made for all materials and labor. The documentation must represent the total cost of the project.
- Application must include either a drawing or photograph of where the tree will be located (for a new tree).
- Tree planted must be the species approved by the Grant Committee.
- Written approval of property owner must be included in application (if property is rented or leased).
- Only one (1) grant per property per year.

***Work must be completed no later than five (5) months after grant approval or all funds will be forfeited.***



**GARDEN CITY  
TREE CARE AND REMOVAL ASSISTANCE PROGRAM**

**APPLICATION CHECKLIST**

- Application
- Two contractor estimates for the cost of new tree/tree care
- Written description of tree species and location (if new tree)
- Written approval of property owner if rented or leased
- Project schedule
- Pictures of property before work
- Submit application before 2:00 p.m. on the Wednesday before the Board Meeting where you will present your application

**APPROVAL/PAYMENT CHECKLIST**

- Final receipts and/or invoice(s)
- Pictures of the property with completed work
- Addendum to Grant Application (if work is contracted)
- Submit the above three items (two items if not hiring a contractor) before 2:00 p.m. on the Wednesday before the Board Meeting when you will request payment



**GARDEN CITY  
TREE CARE AND REMOVAL ASSISTANCE PROGRAM**

**PROJECT NAME:**

\_\_\_\_\_

**A. APPLICANT**

1. Name: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Telephone: Home: \_\_\_\_\_  
Work: \_\_\_\_\_

**B. PROJECT INFORMATION**

1. Building address: \_\_\_\_\_
2. If leased, name & address of building owner(s):  
\_\_\_\_\_  
\_\_\_\_\_

**C. PROJECT DESCRIPTION:**

\_\_\_\_\_  
\_\_\_\_\_

Attach proposed plans and two estimates (if using a contractor). Attach written estimate of materials if doing the work yourself.

- Receipts and photos before and after the tree is planted will be required before grant payment is made.
- Applicant must appear before the Board to get approval prior to starting the project and after the project is complete. Call the Town Hall at 970-351-0041 to be put on the agenda.

Applicant, by virtue of signature on this application document and upon acceptance of funds provided by the Garden City Tree Care and Removal Assistance Program agrees to the terms and requirements of the Tree Care Grant Program.

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

Estimate cost at time of application: _____
Estimated grant payment: _____
Amended cost of project: _____
Date of Amendment: _____
Final requested grant payment: _____



**ADDENDUM TO GRANT APPLICATION**

1.) The applicant hereby agrees that he will not knowingly employ or contract with any undocumented alien to perform work under any purchase order or contract for which grant funds may be made available nor will applicant contract with any subcontractor that knowingly employs or contracts with undocumented workers.

2.) Applicant warrants and agrees that it has or will verify that it does not employ any undocumented aliens through participation in the Basic Pilot Employment Verification Program administered by the Social Security Administration Department of Homeland Security or that applicant with otherwise comply with C.R.S. 8-17.5-102 (2)(b)(i).

3.) The applicant shall comply with all reasonable requests made in the course of any investigation by the Colorado Department of Labor and Employment. If the applicant fails to comply with any requirement of this provision or C.R.S. 8-17.5-101 et seq. the Town of Garden City may terminate the above referenced grant for breach of the grant conditions and all payments to applicant may be terminated.

Certified and agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Applicant