To: ATFS State Tree Farm Committee Members
From: ATFS Staff
Date: May 13, 2019
Re: 2019 ATFS Outcome-Based Grants

Summary:
The American Forest Foundation (AFF) is now accepting requests for Outcome-Based Grants (OBG) from American Tree Farm System (ATFS) state committees. Requests are due by June 16, 2019.

The OBG program is meant to supplement regular program funding. Projects should meet a critical need for the state program, be in line with state program annual goals, and be achievable by leaders, partners and volunteers within the state based on capacity and conditions within the state program.

2019 Outcome-Based Grants:
AFF has identified several important outcomes to focus funding for 2019. State committees that are interested in receiving an OBG will choose an outcome and can then implement any combination of activities or strategies to achieve the selected outcome.

The 2019 Outcomes are:

- The average time for ATFS landowner enrollment (from initial inspector assignment to final inspection approval) will be reduced.
- The number of Tree Farms enrolled in ATFS will increase.
- The number of inspectors who are completing at least one inspection per year will increase.
- New ideas and activities around inspector appreciation and building value for inspectors will be tested and implemented.
- Targeted outreach to help landowners prepare for and/or respond to hardship (such as natural disaster) will increase.
- Collaboration with state-level Project Learning Tree partners will increase.
- Quality and accuracy of the landowner, Tree Farm, and/or inspector information in the ATFS Database will be improved.

Process for Requests and Implementation:
1. Complete and submit the online request form by June 16, 2019.
2. You will be notified in early July of the status of your request.
3. If approved, you will receive funding in late July. Your committee must be up-to-date on all previous annual reporting and grant reporting to receive your funds.
4. Implementation of the project should be completed by March 31, 2020, unless an extension has been granted.
5. Reporting of grant activities, even if the project is incomplete, must be submitted by March 31. Required reporting templates will be distributed and posted to Leaders Only.
Guidelines for Application:

- Eligible applicants are state Tree Farm committees. The current Chair, Vice or Co-Chair must approve all requests. Since requests are submitted electronically, an e-mail from the Chair, Vice or Co-Chair stating approval of the request is sufficient.
- Committees must be up-to-date on all annual program, financial, and previous grant reporting.
- Committees may submit no more than two grant requests. Each request must be submitted using its own form.
- The maximum award per grant is $5,000.
- The maximum, cumulative amount of Outcome-Based Grants that any committee can receive is $10,000.
- AFF will not award partial funding.
- Priority will be given to requests that include at least a 50% matching contribution. Examples of matching contributions include cost sharing, third party donations/ sponsorships, cash, in kind volunteer hours, and overhead.
- Awarded funding is a one-time investment. Project activity should be completed by March 31, 2020 to provide sufficient reporting on activities.

Who to Contact:

For questions about the OBG process, please contact your regional ATFS Manager (see below) and/or Sara Anrrich at sanrrich@forestfoundation.org.

ATFS Regional Managers:

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