

Choteau Tree and Sidewalk Board
c/o City of Choteau
PO Box 619
Choteau, MT 59422
406-466-2510

Re: MONTANA URBAN AND COMMUNITY FORESTRY ASSOCIATION
'Continuum of Tree Care' Small Grants Application
May 29, 2025

1. Applicant Information (If possible, please send all correspondence to both contact persons.)

Community/Organization Name: **City of Choteau / Choteau Tree and Sidewalk Board**
Primary Contact Person: **Tom Frownfelder**
Title: **Finance officer**
Mailing Address: **PO Box 619, Choteau, MT 59422**
Phone Number: **406-466-2510**
Email Address: **finance @choteaumont.org**
Tax ID or EIN (if applicable): **81-6001245 (City of Choteau)**

Secondary Contact Person: **Jennifer Swanson**
Title: **Chairperson, Choteau Tree and Sidewalk Board**
Phone Number: **406-868-4570**
Email Address: **Jenn.Swanson@montana.edu**

2. What activities will you undertake with this grant? (Select all that apply)

- ☐ Tree Board revival or establishment
- ☐ Ordinance development or updating
- ☐ Conducting a Tree Inventory or updating an existing inventory (must provide personnel to help do inventory and update it)
- ☒ Keeping inventory up to date
- ☐ Use inventory data to develop a Tree Care & Maintenance Plan
- ☐ Help implement the plan
- ☐ Large tree pruning
- ☒ Hazard tree removal and replacement

3. Describe your project and how it will address urban forestry needs in your community.

A pillar of the Choteau Tree and Sidewalk Board's (CTSB) 5-year plan is the staged removal of trees designated as "Dead or Dying" in the 2022 Choteau Tree Inventory conducted by Brian Jorgenson of the Department of Natural Resources and Conservation (DNRC). In 2022, 53 trees were designated dead or dying by Mr. Jorgenson. With the help of grant funds, we have removed 8 of the highest risk trees, but we have many more dead or dying trees that are also marked for "Critical and Immediate Removal" by Mr. Jorgenson.

A second pillar of our 5-year plan is planting new trees annually – both to replace trees that have been removed and to enhance the diversity of our urban forest. New trees are being planted in city parks and boulevards, particularly where adjacent landowners want a tree and agree to follow CTSB tree establishment guidelines. Since 2023, we have planted 8 new trees, combining these tree plantings with educational workshops for elementary school kids. Removal and replanting both involve updating our tree inventory and reassessing our urban forest diversity.

To help further the goals of our 5-year plan, the CTSB respectfully requests grant funds to support the removal of 4 to 8 additional high-risk trees. City of Choteau matching funds will be used to assist with tree removal and for replacing trees with a variety of species.

4. How will you sustain this work beyond the grant period?

The CTSB is committed to ongoing pursuit of grant-funding to enhance community safety by removing dangerous trees. The City of Choteau is supportive of our work and is working with us and our volunteers to ensure that all newly planted trees are watered.

5. Describe any partners that will be involved in the project and how they will play a role in the project.

On May 20, 2025, the Choteau City Council approved providing cash matching funds (up to \$2500) for any grant funds received from MUCFA. We would use the matching funds to assist with removal costs and to replace any trees removed with new trees. Choteau's Public Works Director is committed to helping us remove lower trunks and stumps, where possible, to help stretch our grant-funded tree removal dollars. The CTSB has a cadre of 4 volunteers who are helping us water newly planted trees.

6. Provide a project timeline. Outline key activities for your project between June 2025 and June 2026.

We received a bid in fall 2024 from a licensed and experienced local tree removal company to remove 10 high-risk trees from our “critical and immediate removal” list. This bid has been “on-hold” pending funding. The tree removal company is willing to honor the 2024 prices and remove any trees on the list by March 1, 2026.

7. Provide a budget overview:

MUCFA-Funded Expenses (Operations & Contracted Professional Services)

Expense Category	Description	Amount Requested
Operational Costs		\$
		\$
		\$
		\$
Contracted Professional Services		\$
	Hazardous Tree Removal Services	\$ 10,000
		\$
		\$
Total		\$ 10,000

Matching Funds (Personnel, Operations, Contractual, Volunteer Time)

Expense Category	Description	Matching Amount
Personnel (In-Kind)	Public Works Director labor – trunk removal, stump grinding, hole digging	\$ 1,500 (in kind)
Operational Costs	Trees, tree planting supplies, tree planting labor	\$ 2,500 (cash)
Contractual Services		
Volunteer Labor	Update Tree Inventory – 10 hours Tree planting – 20 hours	\$ 600 (in kind)
Total		\$ 4,600

- If you are unable to provide matching funds, please explain your financial constraints or barriers. (Not applicable)

- If applicable, please list any local contractors you recommend for hire?

Circle B Saw & Tree

8. If your community lacks capacity, how can MUCFA assist. *(check all that apply)*

- ☐ Help establishing a Tree Board
- ☐ Revising or developing an ordinance
- ☐ Completing a new inventory
- ☒ Maintaining and updating existing tree inventory
- ☒ Developing a Tree Care & Maintenance Plan
- ☐ Help preparing a draft tree care budget from plan for submittal to city council
- ☒ Engaging volunteers
- ☒ Trainings on small tree pruning
- ☒ Trainings on medium to large tree pruning
- ☒ Training on tree planting
- ☐ Other needs? Please explain

9. Attachments (optional)

- ☐ Maps or photos of project area – tree inventory documents available on request
- ☒ Other supporting documents – 5-year plan

Certification & Signature

By signing below, I certify that the information provided in this application is accurate and that our organization/community is committed to implementing this project if awarded funding.

X Tom Frownfelder 5-29-25
Tom Frownfelder, Finance Officer

X Chairperson
Chairperson, CTSB

Thank you for applying to the MUCFA Small Grants Program!
MUCFA will review applications and notify awardees by June 15, 2025.
For questions, please contact Kelly Franklin at mucfa.info@gmail.com