

INVEST FROM THE GROUND UP – COMMUNITY TREE PLANTING PROGRAM
2013/14 SAN FRANCISCO BAY AREA AND SOUTHERN SAN JOAQUIN VALLEY PROJECTS

Appendix A – Invest From the Ground Up – Community Tree Planting Program

Permission for Planting and Maintenance of Trees

This is to certify that Oakland Dep. of Public Works
(property owner, e.g., city, county, state)

the legal owner of the property Frontage Road
(address or location of property)
Between West Grand and 7th Street (east side)

hereby grants permission to WOGI (West Oakland Green Initiative)
(organization applying for grant)

to plant and maintain trees on said property as described in the project proposal entitled
Invest From The Ground Up - Community Tree Planting Program

The owner also assures that the trees will not be removed arbitrarily (without first notifying CaUFC) for a period of at least 15 years.


(Signature of property owner's authorized representative)

5/5/14
(Date)

Interim Director of Public Works
(Title)

510 - 238-4470
(Telephone)

Brooke A. Levin
(Print Name)



WEST OAKLAND GREEN INITIATIVE

Invest From the Ground Up Community Tree Planting Program

Who we are:

WOGI, the West Oakland Green Initiative, is a nonprofit grassroots, community-based organization with a successful track record spanning over a decade. Our supporters and founders include Federal, State and City agencies alongside the many individuals who passionately contribute their time and resources to WOGI.

Our mission:

WOGI's mission is to increase community resilience in one of the most polluted inner-city neighborhoods in California. We achieve this by improving the quality of the air we breath, restoring a sustainable urban ecosystem for our neighbors to live in, and educating our community about the importance of a day-to-day connection with nature.

Our Goals:

WOGI strives to create local jobs, conduct research and engage at-risk youth by planting trees, creating pollinator-friendly gardens, and maintaining our urban forest.

Project Description

- Planting Site: Raimondi Park and its surroundings (see site plan below).



West Oakland Green Initiative, Established 2001

938 28th Street • Oakland, CA 94607 • (510) 769-WOGI • TreesForWestOakland.org

page 1 of 3



WEST OAKLAND GREEN INITIATIVE

- We will be planting Redwood trees along frontage road to the East. We will plant Jacaranda trees all around the warehouse known as Horizon Beverages to the north; and we will complete the perimeter of Raimondi Park with Flowering Maple and Plum trees.

**Our goal is to plant 75 new trees along the I-980 freeway,
one of the busiest truck routes in our community.**

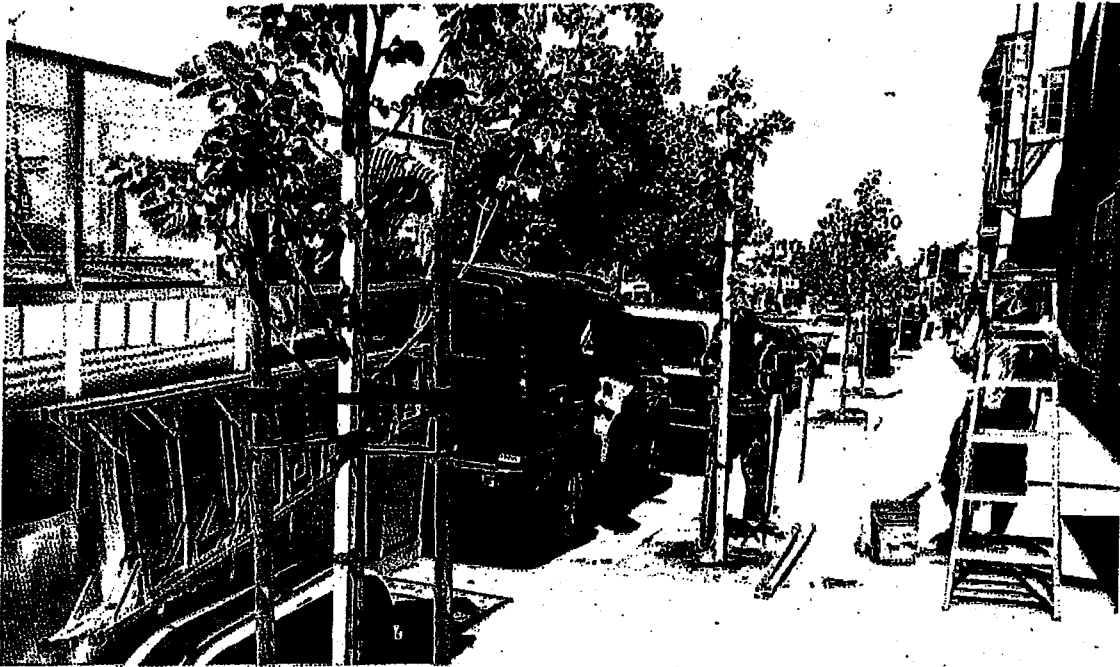
- Our staging site is my backyard. 940 28th Street (enter on Myrtle Street). I will store and care for the trees in my backyard. The assigned area is 20'x36'. I will personally receive the trees. Alex Miller-Cole 415-699-9561 alex@millercole.com
- The soil, tools, food, and other equipment will be delivered to the planting site the day of the event.
- The sidewalk cement cuts will be completed beforehand.
- Our group has over 1300 trees planted. We have been planting trees for the past decade. We have the expertise and know-how to get the job done.



- We own a watering and tool trailer. In the winter and spring our community group plants new trees and work in tandem with the City of Oakland to prune trees throughout West Oakland.



WEST OAKLAND GREEN INITIATIVE



• In the summer and Fall we water trees on a weekly bases and carry out maintenance work such as restaking, weeding and replacing vandalized trees. We will add these 75 trees to our ongoing watering schedule.

Please note that we are a small neighborhood group with no financial resources.

We buy the water we use to water the trees we plant.

We pay for gasoline and volunteer sustenance throughout the year.

Having your financial support to carry out these invaluable work would mean the world to us.


Alex Miller-Cole, President, WOGI

1/31/14
Date

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Application Procedure

All materials should be typed on 8-1/2" x 11" white paper. Double-sided copying is encouraged. The project description should not exceed two pages in length. Send one original and four copies of your proposal with an equal number of copies of your attachments to the address above. *Single copies of e-mailed applications are also accepted and encouraged. Send to cmgallippi@caufc.org.*

I. General Information (list items 1 – 4 on first page of proposal):

1. Applying Organization:

Name of Organization WOGI, the West Oakland Green Initiative

Type of Organization

- City or County
- Local district
- Air Quality or Transportation Agency
- Water Agency
- Public Health Group
- Non Profit or Community Organization
- Other _____

Mailing Address _____

Phone Number _____

Website Address TreesForWestOakland.org

2. Contact Person:

Name Alex Miller-Cole

Title President

Phone Number _____

Email address alex@millercole.com

3. Partnering Organization(s) (Please list additional partners on a separate sheet).

Name of Partnering Organization Urban Biofilters

Contact Name Marisha Farnsworth

Phone Number _____

Email address _____

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4. History:

In a separate document, please provide a brief (300 words or less) history of the organization (agency, or corporation), and organizational mission/vision, if appropriate. Include the organizations ability to organize a significant public event in this statement. Please also include a brief history, mission/vision and related experience of any project partners.

5. Project Summary:

Total number of trees to be planted on the site 75

Is the project located in a disadvantaged community?

Please refer to the Office of Environmental Health Hazard Assessment (OEHHA) CalEnviroScreen Tool to determine if your project is located in a disadvantaged community (top 10% zip codes identified by the analysis) <http://www.oehha.ca.gov/e/ces042313.html>

- Yes
 No

In a separate document, briefly describe the project and introduce your overall goal (100 words). Save details for the narrative section.

II. **Project Description**, in a separate document not to exceed two pages, describe your project and include the following:

- Planting Site Location (must be large enough to accommodate at least 25 new trees). Include:
 - Address or coordinates; enclose map with directions to the site.
 - Name of property owner (see planting permission form, Appendix A).
 - Description of planting site: Approximate size, existing treescape or other vegetation, soil conditions, overhead wires, wildlife, existing irrigation, etc.
 - Photographs and a site map indicating where the trees will be planted.
- Total number of trees to be planted on the site.
- Referencing the restricted list of species in Appendix B, select the number and species that you wish to plant. (Note: Trees on the restricted list are not prohibited, but will be approved on a case-by-case basis).
- Include information on your staging area, if located away from the project site. Explain method of transportation of trees, equipment, and planting volunteers to planting site. (Note: It is intended that IFGU-Community Tree Planting Program representatives will deliver trees and materials to the staging area, but other arrangements are possible).

**INVEST FROM THE GROUND UP – COMMUNITY TREE PLANTING PROGRAM
2013/14 SAN FRANCISCO BAY AREA AND SOUTHERN SAN JOAQUIN VALLEY PROJECTS**

Submittal Check List:

- Proposal
 - Matrices #1 & #2 (Included as pages 14 & 15)
 - Property Owner's Consent Form - Appendix A
 - Maintenance Plan Application - Appendix C
-

INVEST FROM THE GROUND UP - COMMUNITY TREE PLANTING PROGRAM
2013/14 SAN FRANCISCO BAY AREA AND SOUTHERN SAN JOAQUIN VALLEY PROJECTS

Appendix A - Invest From the Ground Up - Community Tree Planting Program
Permission for Planting and Maintenance of Trees

This is to certify that City of Oakland
(property owner, e.g., city, county, state)

the legal owner of the property Raimondi Park

Located between Campbell, 18th, 20th and Woods Streets
(address or location of property)

West Oakland, California

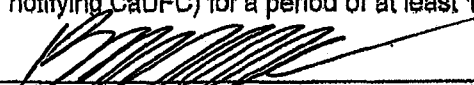
hereby grants permission to West Oakland Green Initiative, Inc.
(organization applying for grant)

to plant and maintain trees on said property as described in the project proposal entitled

Raimondi Field tree planting

1. Will plant Plum along 20th street and Campbell street with the same spacing as existing trees (approximately 20 feet)
2. Be responsible for manual watering of trees for a minimum of 2 years. If after the 2 year period the trees need additional water, WOGI will agree to extend maintenance period.
3. Mulch and weed around trees as needed for 2 years
4. Provide routine maintenance of trees includes staking and re-staking if necessary for 2 years
5. WOGI will not plant trees along Wood Street per OPWA recommendations and agrees to the requirements set forth in this consent form.

The owner also assures that the trees will not be removed arbitrarily (without first notifying CaUFC) for a period of at least 15 years.


(Signature of property owner's authorized representative)

5-6-14
(Date)

Interim Director Public Works
(Title)

510-238-4470
(Telephone)

Brooke Levin
(Print Name)


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Appendix C –
Invest From the Ground Up – Community Tree Planting Program
Tree Maintenance Plan/Application
(Type or print clearly)

Applicant Tree Care/Maintenance Plan

| | |
|---|--|
| This is to certify that: | West Oakland Green Initiative, Inc. <i>(property owner, city, county, state, or organization)</i> |
| <input checked="" type="checkbox"/> Option #1: Agrees to maintain, for a minimum of two years, the newly planted trees | |
| <input checked="" type="checkbox"/> Option #2: Applicant requests IFGU to supply the two-year establishment for this tree planting. <i>(Limited availability - support will be based on demonstrated need.)</i> | |
| A written maintenance plan is included in the proposal narrative. | |

Proposal submitted by: Alex Miller-Cole

| | |
|--|------------------------------------|
|  <i>(Signature of authorized representative)</i> | 01/31/14 <i>(Date)</i> |
| President <i>(Title)</i> | 415-699-9561 <i>(Telephone)</i> |
| The trees will be located at (address or location of property): 18th, Campbell, 20th St., Willow, and Wood Streets | |
| Contact Information: (Address, Email, Phone) 938 28th St. Oakland, CA 94608. alex@millercole.com | |

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| Grant Request Matrix #1 (What you are asking IFGU-Community Tree Planting Program to Supply) | | |
|---|---|--------------------|
| Item | Quantity | Supplied by |
| Trees | 10 - 15gal CA Redwood (<i>Sequoia Sempervirens</i>) 15 - 15gal Blue Jacaranda (<i>Jacaranda mimosifolia</i>) | IFGU |
| Trees | 25 - 15gal Purpleleaf Plum (<i>Prunus cerasifera</i>) | IFGU |
| Trees | 20 - 15 gal Japanese Cherr (<i>Prunus Serrulata</i> "Hlsakura") | IFGU |
| Tree Stakes and Ties | 75 sets | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

**INVEST FROM THE GROUND UP – COMMUNITY TREE PLANTING PROGRAM
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**Grant Request Matrix #2
Expenses/Community In-Kind Donations and Volunteer Time
(What you will Supply)**

| Donated or Purchased Items | Supplied by | Quantity | Dollar Value |
|-------------------------------------|--------------------------|-----------|----------------|
| Watering and tool trailer | Private party | 1 | \$7,000 |
| Planting tools | The Home Depot | 30 sets | \$1,700 |
| Volunteer food and water | Safeway foods | 80 meals | \$400 |
| Volunteer labor @ \$15/hr | 80 volunteers | 80 x 5hrs | \$6,000 |
| Sidewalk cement cuts | Neighborhood contractors | 75 x 200 | \$15,000 |
| Soils remediation, Compost | Oakland transfer station | 15 yards | \$1,500 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Community Contribution | | | \$31600 |

Instructions: Please capture true value of all purchased and/or donated goods for the tree planting event. Community members' volunteer hours should be calculated at \$22.14 per hour. Professional volunteers, whether municipal or commercial, should be valued based on actual wages or services donated. It is not necessary to submit receipts. Use as many sheets as needed.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

Employer Identification Number:

27-3302999

DIN:

17053160316001

WEST OAKLAND GREEN INITIATIVE INC
C/O THOMAS MCCOY
~~XXXXXXXXXXXXXXXXXXXX~~
~~XXXXXXXXXXXXXXXXXXXX~~

Contact Person:

SHAWNTEL R SANDERS ID# 31456

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

June 18, 2010

Contribution Deductibility:

Yes

Addendum Applies:

No

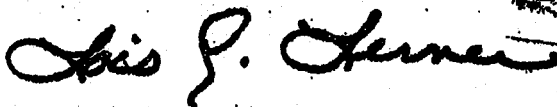
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Oakland Adopt a Spot Request and Agreement

Please complete this page, scan it and email it to adoptaspot@oaklandnet.com, or send it to the address at the bottom of the page. A Public Works representative will contact you. Your Adopt a Spot Agreement will be valid when it is signed by a Public Works representative and returned to you.

Name of Individual/Group: West Oakland Green Initiative (WOGI)

Primary Contact Person: Alex Miller-Cole

Address: [REDACTED] City: Oakland State: CA Zip: 94608

Phone: [REDACTED] email: Alex@Millercole.com

- 1) Please check type(s) of spot to be adopted:
- | | |
|--|---|
| <input type="checkbox"/> Park (name _____) | <input type="checkbox"/> Median Strip |
| <input type="checkbox"/> Creek (name _____) | <input checked="" type="checkbox"/> Block (curb and sidewalk) |
| <input type="checkbox"/> Drain | <input type="checkbox"/> Traffic island |
| <input type="checkbox"/> Other (please describe) _____ | |

2) Where is your spot (closest intersection or address)? Frontage Road north of 14th Street

3) Approximately how often do you plan to clean/beautify the spot?
 daily 3x per week 2x per week weekly monthly bi-monthly other: _____

4) What activities will you do? (Please check as many as you wish)
 litter pickup weeding graffiti removal other Tree watering and care

Briefly describe the scope of your work:

1. Plant approximately 25 Redwood trees at a minimum spacing of 25 feet
2. Be responsible for manual watering of trees for a minimum of 2 years. If after the 2 year period the trees need additional water, WOGI will agree to extend maintenance period.
3. Mulch and weed around trees as needed for 2 years
4. Provide routine maintenance of trees includes staking and re-staking if necessary for 2 years

On average, how many volunteers will be working in the spot at any one-time? _____

5) Generally, which day(s) of the week will you work? _____ Time of day? _____
 Mon Tue Wed Thu Fri Sat Sun 9am to 12pm

6) May we help you recruit additional volunteers by listing your Adopt a Spot contact information in the Public Works Monthly Calendar of Volunteer Events? Yes No

I/we wish to adopt the abovementioned spot. I have read and signed the attached Volunteer Waiver & Release of Liability. I will have fellow volunteers sign a copy of the Volunteer Waiver & Release of Liability (available at www.oaklandadoptaspot.org) prior to commencing work and at least once per year. I will keep these signed copies on file. I agree to follow the Volunteer Guidelines, which I will have fellow volunteers also read prior to commencing work. I understand that the City of Oakland reserves the right to terminate this Agreement at any time for failure by me or my fellow volunteers to abide by its terms.

[Signature] _____ 4/18/2014 _____
 Signature of Contact Person Date

In support and recognition of this adoption, Public Works agrees to:

- Authorize this adoption for a period no less than one (1) year from the date below
- Provide tools, debris bags and other supplies, as appropriate
- Pick up City-issued debris bags from designated locations

[Signature] _____ 4/18/2014 _____
 Signature of Public Works Representative Date

Email Spreadsheet Group email Phone Filed

From: Carthan, Brian
To: "Alex Miller-Cole"
Cc: Levin, Brooke A.; Kattchee, Susan; Johnson, Michael; Perlmutter, Michael; Zahn, Robert; Damonte, Giacomo; Kennedy, Robert; "cmgallippi@caufc.org"
Subject: WOGI tree planting response
Date: Wednesday, April 16, 2014 4:16:00 PM

Mr. Miller-Cole,

Thank you for meeting with OPW staff last week to discuss tree planting in the West Oakland. The meeting was productive and showed a commitment of all to enhance the urban forest in West Oakland. The following was discussed during the meeting and will be a part of the Adopt A Spot agreement.

WOGI will:

Frontage Road tree planting

1. Plant approximately 25 Redwood trees at a minimum spacing of 25 feet
2. Be responsible for manual watering of trees for a minimum of 2 years. If after the 2 year period the trees need additional water, WOGI will agree to extend maintenance period.
3. Mulch and weed around trees as needed for 2 years
4. Provide routine maintenance of trees includes staking and re-staking if necessary for 2 years

Raimondi Field tree planting

1. Will plant Plum along 20th street and Campbell street with the same spacing as existing trees (approximately 20 feet)
2. Be responsible for manual watering of trees for a minimum of 2 years. If after the 2 year period the trees need additional water, WOGI will agree to extend maintenance period.
3. Mulch and weed around trees as needed for 2 years
4. Provide routine maintenance of trees includes staking and re-staking if necessary for 2 years

OPW does not recommend planting along Wood street because there is no curbing and the trees will be subject to vandalism by vehicles. Additionally there is existing asphalt that would impact the trees' ability to become established.

The original request for Raimondi called for 75 trees to be planted but since Wood street will not be planted, the number will decrease.

OPW will provide guidance during the initial planting and be available when needed to discuss any concerns regarding tree maintenance.

OPW Volunteer Stewardship Supervisor Mike Perlmutter will prepare the Adopt A Spot agreement and once signed, Oakland Public Works will sign off on the grant application for Frontage Road.

The Office of Park and Recreation will have to sign off on the grant for Raimondi Park. Once both departments sign off you can proceed.

Please let know if you have any questions or need additional assistance.

Brian Carthan, PWLF

Manager, Park and Tree Services Division

Bureau of Facilities & Environment

City of Oakland | Oakland Public Works Department | APWA Accredited Agency

7101 Edgewater Dr, Bldg 2 | Oakland, CA 94621

(510) 615-5510 | (510) 927-2658 Fax

bcarthan@oaklandnet.com

Report A Problem | Public Works Call Center | (510) 615-5566

www.oaklandpw.com | pwacallcenter@oaklandnet.com | Mobile app: **SeeClickFix**

From: [Perlmutter, Michael](#)
To: [Kelly, Meghan](#)
Subject: FW: WOGI Appendix A signed
Date: Wednesday, May 07, 2014 3:59:48 PM
Attachments: [sharpscan@oaklandnet.com_20140506_210318.pdf](#)

-----Original Message-----

From: Pschirrer, Kelly
Sent: Wednesday, May 07, 2014 9:17 AM
To: Alex Miller-Cole (alex@millercole.com)
Cc: Perlmutter, Michael; Carthan, Brian
Subject: WOGI Appendix A signed

Morning Alex,

Here is the other signed agreement by Brooke. She understands you will not be planting in the park but along the street and that Brian Carthan agrees that OPW can sign off on the planting.

~Kelly

Kelly J. Pschirrer
Executive Assistant to the Director
City of Oakland | Public Works | APWA Accredited
250 Frank H Ogawa Plaza, Ste 4314 | Oakland, CA 94612
(510) 238-3490 | (510) 238-6428 Fax
kpschirrer@oaklandnet.com

Report A Problem | Public Works Call Center | (510) 615-5566 www.oaklandpw.com |
pwacallcenter@oaklandnet.com | Mobile app: SeeClickFix P Go Green! Please consider the environment
before printing this email, and help the City of Oakland be environmentally responsible.

