

February 12, 2008

Ms. Nancy Stremple, RLA  
USDA Forest Service  
Executive Staff to NUCFAC /  
U&CF Program Specialist  
1400 Independence Avenue, SW  
Yates Building (1 Central)  
Washington, DC 20250-1151

Dear Ms. Stremple:

On behalf of the Board of Directors of the National Association of Counties Research Foundation (NACoRF), I am pleased to submit the attached full proposal for Control No. 90-NA-C6-30, the "Urban and Community Forests and Green Infrastructure Ecosystem Services Education for Counties" project.

Per your letter of December 14, 2007, this proposal has been updated and changed in a number of ways to address questions posed by the rating committee and to provide additional information. New information is presented in italicized font. In addition, the following specific changes were made:

- The project title was revised to include 'green infrastructure' and is now: Urban and Community Forests and Green Infrastructure Ecosystem Services Education for Counties
- The federal budget request has been reduced to \$202,000 (from \$203,000) for the three-year proposed project
- The indirect cost rate has been reduced to \$33,667 (from \$52,196) which equals 20% of total personnel and direct costs to address the rating committee's recommendation that the indirect cost rate be reduced
- The total non-federal match is \$204,143 (\$172,881 cash plus \$24,519 in-kind)
- The literature review section has been revised and expanded to address the rating committee's question re: *Provide a more detailed and broader literature review. This proposal seems similar to a previous NUCFAC recommended grant to ICMA. How is this proposal different?*
- Mini-grants for county implementation of green infrastructure plans were added as Task 7
- The number of state workshops was reduced from six to four
- The following new sections have been added:
  - 1A. Summary of Final Outcomes;

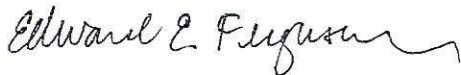
- 5. Timeline for Tasks, Products and Activities; and
- 7A. Brief Staff Profiles
- A letter of support from the Conservation Fund is attached

The third recommendation by the rating committee was: *Consider charging tuition for the conservation fund training to offset costs and reduce budget.* According to the Conservation Fund, this isn't an option for national trainings held at the U.S. Fish and Wildlife's National Conservation Training Center. See Task 6 for more details.

The proposed project is an excellent opportunity to leverage the funding NACo has secured for the Green Government Initiative as well as the enthusiasm of county officials motivated to 'green' their counties. Green infrastructure and urban and community forestry are timely topics which can help county officials achieve many goals from climate protection to stormwater management.

If you have any questions regarding this proposal, please contact Abby Friedman at 202.942.4225 or [afriedman@naco.org](mailto:afriedman@naco.org).

Sincerely,



Edward E. Ferguson  
Deputy Executive Director

Cc: Angelito Lim, NACo

**The National Urban and Community Forestry Advisory Council**  
**2008 Challenge Cost-Share Grant Program**  
**Full Proposal Cover Sheet**

CONTROL NO. 90-NA-C6-30 (Previously assigned to your proposal by this office)

PROJECT TITLE: **Urban and Community Forests and Green Infrastructure Ecosystem Services Education for Counties**

NAME OF ORGANIZATION: National Association of Counties Research Foundation

MAILING ADDRESS: 25 Massachusetts Avenue, NW, Suite 500, Washington, DC 20001

PROJECT CONTACT: Abigail Friedman

PROJECT CONTACT'S: PHONE NO. 202.942.4225 FAX NO. 202.661.8871

E-MAIL afriedman@naco.org

Is this project being developed to reach a minority or underserved population?  Yes  No

Is this project being submitted by a minority or underserved population (owned/operated/direct) business, organization, or college/university?  Yes  No

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Pre-Proposal Request: \$203,000 + MATCHING: \$203,000 = TOTAL PROJECT: \$406,000

Full Proposal Request: \$202,000 + MATCHING: \$204,142 = TOTAL PROJECT: \$406,142

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Summarize the proposed project in 100 words or less.

**Summary**

The National Association of Counties Research Foundation's (NACoRF) proposed project will provide education, outreach and training on urban and community forestry ecosystem services and green infrastructure to county government elected officials and professional staff, including planners, environmental and parks and recreation officials. The objective of the project is to build the capacity of county officials to facilitate implementation of county-led urban forestry and green infrastructure policies, plans, programs, codes and ordinances in their communities and schools with the long-term goal of institutionalizing these practices in counties across the United States.

## Narrative

### 1. Scope and Applicability/Justification:

The National Association of Counties Research Foundation (NACoRF), a wholly-owned 501(c) (3) nonprofit subsidiary of the National Association of Counties, proposes a project that will directly serve county government elected officials and professional staff, including planners, environmental and parks and recreation officials. NACo provides training, education and outreach to county officials through the communications networks and conferences outlined in the organizational description below. In addition, NACo partners with State Associations of Counties as well as affiliate organizations including the National Association of County Planners (NACP), National Association of County Park and Recreation Officials (NACPRO), and *National Association of County Engineers* to deliver products and services. *While NACo is a national organization based in Washington, DC, it is directly linked to communities across the country through a vast network of elected officials and professional staff in 2,341 member counties. To offer state-of-the-art training to county officials on green infrastructure best practices, NACo has also developed a strategic partnership with the Conservation Fund (see attached letter of support).*

The objective of the project is to build the capacity of county officials to facilitate implementation of county-led urban forestry and green infrastructure policies, plans, programs, codes and ordinances in their communities and schools. County elected officials and professional staff are uniquely positioned to implement urban forestry and green infrastructure through their wide range of authorities – from regulations of land use and transportation planning to open space and habitat protection – and involve their communities, schools and local units of governments, including towns and cities through far-reaching constituent education and outreach capabilities and strong collaborative relationships. In short, they are a critical constituency with the potential to produce broad-based benefits to urban and community forestry and green infrastructure. Directly engaging these officials and staff through a NACo project is key to facilitating change on the local level.

In addition to the other national professional associations mentioned above, NACo's Green Government Initiative (GGI) will provide funding match to the proposed project. Launched in early 2007, with eleven founding corporate sponsors, the GGI provides comprehensive resources for local governments on all things green, including air quality, land use, transportation, water quality, energy, purchasing and recycling. *The GGI Advisory Board is comprised of 12 county officials who have shown leadership in 'greening' their home counties along with representatives of the 11 founding corporate sponsors.*

*County officials' response to GGI has been overwhelmingly positive. Within one year, more than 450 individuals have signed onto NACo's Green Government Electronic Network to share best practices and lessons learned. In September 2007, the GGI helped sponsor the first County Climate Protection Forum where more than 100 county officials from around the country shared best practices to reduce greenhouse gas emissions (including the benefits of tree canopy) and create productive partnerships. More information about the Green Government Initiative is available at [www.greencounties.org](http://www.greencounties.org).*

#### 1.A. Summary of Outcomes:

*During the three-year proposed project period, NACo anticipates accomplishing the following outcomes. Each outcome is described in detail in Section 4.*

- *Train and educate more than 1,000 county officials*

- *Provide information and outreach to more than 30,000 county officials and others*
- *Produce and distribute 3,000 "County Best Practices Guide for Community Urban Forestry and Green Infrastructure"*
- *Conduct six national and state-based workshops*
- *Facilitate development of 20 draft county green infrastructure plans*
- *Facilitate implementation of four county green infrastructure plans*

## 2. Literature Review:

NACo's proposed project seeks to build upon previous Council grants by bringing the body of knowledge developed on urban and community forestry in front of county elected officials. *In 2004, the International City/County Management Association completed some excellent outreach to city and county managers about the economic and ecological value of urban forestry. A review of ICMA's website shows that in 2004, ICMA completed the following: conducted a survey of local officials; a webcast; and at least one workshop. In addition, ICMA produced a publication and a CD (of the webcast).*

NACo's proposed project will not duplicate this earlier work, but enhance it by providing direct outreach to *and training of county elected officials, the decision makers at the county level, along with key professional staff, including county planners and engineers.* This project will seek to build the necessary buy-in of county elected officials and provide them with the means to create a legacy of good urban and community forestry *and green infrastructure practices* that will last past their tenure in office by *facilitating adoption of green infrastructure plans*, tree protection ordinances, the creation of tree boards and creative mechanisms for long term financing. Key reasons why NACo's proposed project is needed include:

- ***Expanded reach to more local government officials:*** *NACo's membership includes all of the elected officials and professional staff of our 2,341 member counties, giving NACo the capacity to reach county elected decision-makers along with key professional staff who ultimately implement new policies, plans, codes and ordinances.*
- ***Focus on training and capacity building:*** *NACo's proposed project will train and build the capacity of county elected and appointed officials to plan and implement urban and community forestry and green infrastructure plans, policies, codes and ordinances. Through national and state workshops, an estimated 820 county officials will be trained (see Section 4 below).*
- ***Strategic partnership with The Conservation Fund:*** *The Conservation Fund is a respected leader in green infrastructure training and has also helped many communities create and implement green infrastructure plans. The Conservation Fund is partnering with NACo to train county officials through the proposed project (see attached letter of support).*
- ***Facilitate implementation of county green infrastructure plans:*** *NACo's proposed project will provide small grants to counties to implement green infrastructure plans developed during national training sessions with the Conservation Fund.*
- ***Opportunity to update and redistribute:*** *NACo's proposed project can build upon research completed by ICMA to test local officials current urban and community*

*forestry and green infrastructure needs. As NUCFAC deems appropriate, NACo can also review materials ICMA produced, update and redistribute as funds allow.*

- ***New information needed and demand has increased:** Four years have passed since ICMA's NUCFAC project was completed, and in that time countless new county elected officials and professional staff have taken office. Also, demand for information on how to 'green' counties has increased considerably over the past few years. As previously stated, in less than one year, more than 450 county officials signed up for NACo's Green Government Electronic Network.*

### **3. Organization/Methodology:**

The products and activities outlined in section four provide an overview of NACo's tested methodology tailored to fit the urban and community forestry educational needs of counties. The multifaceted educational delivery mechanisms will build upon the knowledge gained in each step of the project. The partnerships outlined in section one will increase the reach and effectiveness of the proposed project. Efficiency will be gained by utilizing NACo's proven techniques in marketing and outreach. *NACo has also developed a strategic partnership with the Conservation Fund to train county officials in urban and community forestry and green infrastructure best practices (see attached letter of support).*

### **4. Tasks, Products and Activities:**

*County elected and appointed officials throughout the entire U.S. will receive information, training and technical assistance through the following activities and products:*

**Task 1:** *(A) promote project to NACo members, affiliate organizations and state associations of counties; (B) assess county urban and community forestry training and education needs; and (C) collect best practices for workshops, webcasts and publications by polling relevant NACo committees of county officials and partner organizations; and (D) review materials previously produced by ICMA.*

**Results:** *Raise awareness of officials in NACo's 2,341 member counties; the executive directors of 47 state associations of counties; and the members of NACP (210), NACE (1,900) and NACPRO (150) about the project. Directly engage members of NACo's Board of Directors (126), Environment, Energy and Land Use Steering Committee (125); Sustainability Leadership Team (70); Large Urban County Caucus (1,000) and Rural Action Caucus (800) and other interested officials in needs assessment and best practices collection.*

**Task 2:** *Plan and conduct two national webcasts on urban forestry and green infrastructure. Instructors will include staff from the Conservation Fund and county officials to describe best practices.*

**Results:** *Educate up to 400 county officials (assume 200 per webcast)*

**Task 3:** *Plan and conduct two workshops at NACo national conferences on urban forestry and green infrastructure. Instructors will include staff from the Conservation Fund and county officials to describe best practices.*

**Results:** *Train up to 200 officials (assume 100 per conference)*

**Task 4:** *Plan and conduct four state-based workshops in collaboration with state associations of counties to provide state-specific information on urban forestry and green infrastructure. Select states based on needs, interest by executive directors of state associations of counties and NUCFAC priorities. Instructors will include staff from the Conservation Fund and county officials to describe best practices.*

**Results:** *Train up to 50 officials at each workshop for a total of 200 participants*

**Task 5:** *Produce and distribute a publication titled, "County Best Practices Guide for Community Urban Forestry and Green Infrastructure." Print and distribute 3,000 hard-copies free of charge. Distribution will include: 500 copies will be mailed to the NACo Board of Directors and county officials who express interest in the guide. The remaining 2,500 copies will be distributed during NACo conferences and through state associations of counties (especially during workshops). In addition, an electronic copy will be posted on NACo's website. Information in the guide is available for others to use with permission. The guide will not be copyrighted.*

**Results:** *Inform 3,000 – 5,000 county officials who read both the hard-copy and electronic guide*

**Task 6:** *Provide 20 tuition scholarships for county officials to attend two national Strategic Conservation Planning Using a Green Infrastructure Approach trainings by the Conservation Fund at the U.S. Fish and Wildlife Service's National Conservation Training Center. Fees for trainings held at the Center cannot be changed. Staff from the Conservation Fund recommended that the national training would be the best venue for county officials to learn the full spectrum of green infrastructure planning.*

**Results:** *Train 20 county elected officials and professional staff in green infrastructure best practices.*

*Develop 20 draft green infrastructure action plans participants can bring to their home counties to finalize and implement in the future.*

**Task 7:** *Offer four mini-grants of \$2,500 each on a competitive basis to county officials who complete the national training described in Task 6. The mini-grants would be specifically for implementation of county green infrastructure plans. Counties would be selected in consultation with NUCFAC as appropriate and represent geographic and population diversity. Mini-grant recipients will agree to serve as 'living laboratories' for NACo and NUCFAC in the future.*

**Results:** *Implement four county green infrastructure plans and institutionalize best practices and policies on the local level.*

**Task 8:** *Conduct ongoing education and outreach through NACo's: (1) publications (including County News with 26,000 bi-weekly subscribers), (2) national conferences (with 6,500 county participants annually) and (3) website.*

*Results: NACo anticipates directly training and educating more than 1,000 county officials and providing information and outreach to more than 30,000 officials.*

### **5. Timeline for Tasks, Products and Activities:**

*This three-year project is proposed to start on October 1, 2008 and end on September 30, 2011. The schedule for tasks, products and activities will be described below in terms of the numerical months for each year, e.g. Year One = Y1; Year Two = Y2; and Year Three = Y3.*

#### **Estimated Timeline for Tasks, Products and Activities**

<b><u>Tasks, Products and Activities</u></b>	<b><u>Estimated Schedule/Timeline</u></b>
<i>Task 1A. Start promotion of project to NACo members, affiliates &amp; state associations of counties</i>	<i>Y1 Oct - Nov</i>
<i>Task 1B: Assess county U&amp;CF needs</i>	<i>Y1 Oct - Mar</i>
<i>Task 1C: Collect county best practices</i>	<i>Y1 Oct - Mar</i>
<i>Task 1D: Review materials previously produced by ICMA</i>	
<b><u>Tasks, Products and Activities</u></b>	<b><u>Estimated Schedule/Timeline</u></b>
	<i>Y2 Oct - Dec</i>
<i>Task 3. Plan and conduct workshops at 2 national NACo conferences</i>	<i>Y1 May – July</i>
	<i>Y2 May - July</i>
<i>Task 4: Plan and conduct four state association workshops</i>	<i>Y2 Jan – July</i>
<i>*Target workshop dates: Y2 March and June, Y3 June and Sept</i>	<i>Y3 April – Sept</i>
<i>Task 5: Produce and distribute county best practices guide</i>	<i>Y3 July</i>
<i>Task 6: Provide 20 county officials with tuition scholarships for national green infrastructure training by the Conservation Fund</i>	<i>Y2 Oct</i>
	<i>Y3 Oct</i>
<i>Task 7: Provide four counties with green infrastructure plan implementation mini-grants</i>	<i>Y2 Jan</i>
	<i>Y3 Jan</i>
<i>Task 8: Conduct ongoing education and outreach</i>	<i>Y1, Y2, Y3</i>
<i>Project display table at 6 national conferences; information posted and maintained on NACo's website; updates and articles in County News newspaper And NACo E-News newsletter</i>	

### **5. National Distribution/Technology Transfer of Your Findings:**

As the only organization representing the nation's counties, NACo is uniquely positioned to provide technical assistance, conduct training workshops and disseminate information to



county officials throughout the United States. NACo's members include more than 2,300 of the nation's 3,066 counties, representing 80 per cent of the entire U.S. population. NACo provides member counties with a wide range of policy-related, financial and technical assistance through several national outreach and communication networks including publications, conferences and a well used website.

*In addition, NACo's outreach and distribution will be conducted through state associations of counties and affiliated organizations of professional staff. All of these organizations conduct conferences, publish newsletters and host websites. There are state associations of counties in 47 states. The membership of key affiliate organizations include:*

- *the National Association of County Planners – 210 members;*
- *the National Association of County Engineers - 1,900 members;*
- *the National Association of County Parks and Recreation Officials - 150 members*

More than 4,000 county delegates attend NACo's annual conference and 2,500 attend the Legislative Conference each year. *During the project period, the dates and locations of NACo's national conferences are:*

- *2009 Legislative Conference, March 7-11 in Washington, DC*
- *2009 Annual Conference, July 24-29 in Davidson County (Nashville), Tennessee*
- *2010 Legislative Conference, March 6-10 in Washington, DC*
- *2010 Annual Conference, July 16-20 in Washoe County (Reno), Nevada*
- *2011 Legislative Conference, March 5-9 in Washington, DC*
- *2011 Annual Conference, July 15-19 in Multnomah County (Portland), Oregon*

*NACo will also explore options to promote the project during its Western Interstate Region Conference. The conference is held annually in the third week of May and is attended by approximately 500 western county officials. It is hosted by counties in the 13 western states that make up the Western Interstate Region.*

NACo's County News newspaper is sent to 26,000 subscribers twice a month, *and the NACo E-News newsletter is sent to these subscribers twice a month as well.* NACo will harness this experience and try innovative new ideas to ensure that project deliverables reach the target audience.

## **6. Project Evaluation:**

The successful completion of project deliverables will ensure that a quantifiable number of county officials are equipped to enhance or begin successful community urban forestry and green infrastructure programs. NACo will evaluate workshops and webcasts by documenting the knowledge workshop participants gain after they attend each session. The measurable baseline will be the number of project participants currently involved or seeking enhancement of their county programs. NACo will test their knowledge before and after each workshop with a written or online questionnaire. Evaluation results from all workshops will be compiled in a summary report.

*NACo will also track the number of urban and community forestry and green infrastructure plans, policies, codes and ordinances adopted during the project period in the Green County Best Practices Database – a searchable online database.*

**7. Experience/Personnel/Adequacy of Resources:**

NACo has the experience, personnel and infrastructure to complete the proposed project. NACo is the familiar and credible source for information, training and technical assistance for counties throughout the nation. The association provides approximately \$2 million annually in grant-funded educational programming to county officials nationwide. Current programs cover topics associated with environmental, energy and transportation management; land-use planning and community development; homeland security; housing, health, and human services; the criminal justice system; and the use of Geographic Information Systems and other geospatial technologies. NACo's experienced grant management staff includes expertise on successfully implementing federal grants that have distilled and collected environmental best practices into a format that is usable and likely to be implemented for the county audience.

**7A. Brief Staff Profiles:**

*Abigail Friedman, Program Director for Environment, Energy, Land Use and Sustainability Programs at will supervise staff completion of project. Friedman is responsible for managing a wide range of technical assistance projects funded by federal agencies and private foundations. She joined NACo in 1996 following two fellowships with the U.S. Environmental Protection Agency's Wetlands Division where she worked on non-regulatory programs and public outreach.*

*Carrie Clingan, Community Services Associate will complete project deliverables and activities. Carrie will join NACo on February 25, 2008. She has a Masters degree in Public Policy with a focus on environmental policy. Prior to joining NACo she worked for a Member of Congress and for the New York State Association of Counties.*

*Kelly Zonderwyk, Senior Community Services Associate will provide in-kind support to the project. Zonderwyk staffs the energy and green government programs at NACo. She joined NACo in 2004 and has a Masters degree in the public administration field with extensive research in environmental policy. Prior to joining NACo, Zonderwyk worked in the marketing and media relations field.*

**BUDGET****Applicant:** National Association of Counties Research Foundation**Project:** Urban and Community Forests and Green Infrastructure Ecosystem Services  
Education for Counties**Total Project:** \$406,142**Project Duration:** 3 years

Cost Item	Federal Requested	Non-Federal Match		Total Cost	Source of Match
		Cash	In-kind		
<b>SALARIES</b>					NACo Green Government
Program Director (1) (2)	\$12,658	\$28,057		\$40,715	Initiative (GGI) is the
Program Associate (3) (4)	\$40,723	\$12,182		\$52,905	source of all cash match
Program Associate (5)		\$18,700		\$18,700	GGI
Graphic Artist (6)			\$1,449	\$1,449	NACo
County Officials (7)			\$4,000	\$4,000	County officials
<b>Total Salaries:</b>	<b>\$53,381</b>	<b>\$58,938</b>	<b>\$5,449</b>	<b>\$117,769</b>	
<b>TRAVEL (8)</b>	<b>\$6,500</b>	<b>\$6,500</b>		<b>\$13,000</b>	<b>GGI</b>
<b>CONTRACTUAL</b>					
The Conservation Fund (9)	\$5,000			\$5,000	
Mini-grants to counties (10)	\$10,000			\$10,000	
<b>Total Contractual</b>	<b>\$15,000</b>			<b>\$15,000</b>	
<b>COUNTY TRAINING TUITION SCHOLARSHIPS (11)</b>	<b>\$17,000</b>			<b>\$17,000</b>	
<b>INTERN (12)</b>	<b>\$11,772</b>			<b>\$11,772</b>	
<b>PRINTING (13)</b>	<b>\$3,000</b>			<b>\$3,000</b>	
<b>SUPPLIES (14)</b>	<b>\$1,750</b>			<b>\$1,750</b>	
<b>RENT @ \$8.18 per hour (15)</b>	<b>\$24,213</b>	<b>\$15,339</b>	<b>\$491</b>	<b>\$40,043</b>	<b>GGI: cash, NACo: in-kind</b>
<b>COMPUTER SUPPORT @ \$3.90 per hour (16)</b>	<b>\$11,545</b>	<b>\$7,314</b>	<b>\$234</b>	<b>\$19,093</b>	<b>GGI: cash, NACo: in-kind</b>
<b>OTHER DIRECT COSTS (17)</b>	<b>\$8,158</b>	<b>\$2,866</b>		<b>\$11,024</b>	<b>GGI</b>
<b>FRINGE BENEFITS @ 30% (18)</b>	<b>\$16,014</b>	<b>\$17,682</b>	<b>\$569</b>	<b>\$34,264</b>	<b>GGI: cash, NACo: in-kind</b>
<b>TOTAL DIRECT (19)</b>	<b>\$168,333</b>				
<b>TOTAL INDIRECT (20)</b>	<b>\$33,667</b>	<b>\$64,242</b>	<b>\$24,519</b>	<b>\$122,427</b>	<b>GGI: cash, NACo: in-kind</b>
<b>GRAND TOTAL</b>	<b>\$202,000</b>	<b>\$172,881</b>	<b>\$31,262</b>	<b>\$406,142</b>	<b>GGI: cash, NACo: in-kind</b>
		<b>Total Non-Federal Match = \$204,142</b>			

**NOTE:** All cost items explained on following pages

- \* = Federal request
- \*\* = Cash match
- \*\*\* = In-kind match

- \*(1) NACo Program Director, Abigail Friedman Salary @ 5% of time for 36 month project period
- \*\* (2) NACo Program Director, Abigail Friedman Salary @ 11.5% of time for 36 month project period
- \*(3) NACo Program Associate, Carrie Clingan @ 30% of time for 36 month project period
- \*\* (4) NACo Program Associate, Carrie Clingan @ 9% of time for 36 month project period
- \*\* (5) NACo Program Associate, Kelly Zonderwyk @ 11.5% of time for 36 month project period
- \*\*\* (6) NACo Graphic Artist, Jack Hernandez @ 60 hours to design display table signs and best practices guide
- \*\*\* (7) County officials' contributed time @ \$200 per day to attend 2 4-day long national green infrastructure (GI) training course, 20 officials @ \$200 per day = \$4,000
- \*\* (8) NACo staff travel to 3 NACo annual conferences (@\$1,000 each), 4 state association of counties' conferences (3 national \$1,000 and 1 local @ \$350), and \$150 to attend local project meetings during the 36 month project period
- \*(9) Contract fee for staff from the Conservation Fund to provide GI training to county officials at:
  - 2 NACo annual conferences @ \$1,000 each = \$2,000
  - 2 national webcasts @ \$500 each = \$1000
  - 4 state association of counties workshops @ \$500 each = \$2,000
- \*(10) Mini-grants for counties to implement GI plans developed during national GI training course. 4 mini-grants of \$2,500 each will be available on a competitive basis to 4 counties that complete the national GI training course
- \*(11) County Training Tuition Scholarships: scholarships of \$850 will be given to 20 county officials to attend 2 4-day long national green infrastructure (GI) training courses. 10 officials to each session for a total = \$17,000
- \*(12) Intern @ \$12 per hour (plus 9% tax) for 300 hours per year for a total of 900 hours
- \*(13) Printing 3,000 copies of County Best Practice Guide estimated at \$4,000
- \*(14) Supplies include materials to develop display table for project, office and mailing supplies
  - Year 1 @ \$750, Years 2 and 3 @ \$500 each = \$1,750
- (15) Rent is calculated at \$8.18 per salary hour. Salary hours include personnel and intern hours. The total grant budget amount is \$40,043
  - \* 2960 hours @ \$8.18 = \$24,213
  - \*\* 1875 hours @ \$8.18 = \$15,338 (\$15,339 is presented in the budget table above due to rounding off)
  - \*\*\* 60 hours @ \$8.18 = \$491

(16) Computer support is calculated at \$3.90 per salary hour. Salary hours include personnel and intern hours. The total grant budget amount is \$19,093

\* 2960 hours @ \$3.90 = \$11,544 (\$11,545 is presented in the budget table above due to rounding off)

\*\*1875 hours @ \$3.90 = \$7,313 (\$7314 is presented in the budget table above due to rounding off)

\*\*\*60 hours @ \$3.90 = \$234

(17) Other Direct Costs include:

Postage @ \$2,000\*

Photocopies @ \$2,224 (\$1,758\* + \$466\*\*)

Communications (telephone & fax) @ \$4,800 (\$2,400\* + \$2,400\*\*)

Webcasts @ \$1,000\* (\$500 each for 2)

(18) Fringe @ 30% per salary hour for a total of \$34,264 (\$16,014\* + \$17,682\*\* + \$569\*\*\*)

(19) Total Direct = \$168,333

(20) NACoRF lowered its indirect cost charged in this proposal to \$33,667 or approximately 20% of total project costs. Based on NACoRF's indirect cost rate authorized by the U.S. Environmental Protection Agency, the billable indirect costs in this proposal would have been \$58,185 or 109% of wages. The unrecovered indirect cost of \$24,518 is presented as an in-kind contribution.

## THE CONSERVATION FUND

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CONSERVATION LEADERSHIP NETWORK  
NATIONAL CONSERVATION TRAINING CENTER  
698 CONSERVATION WAY  
SHEPHERDSTOWN, WV 25443  
(304) 876-7924  
FAX (304) 876-7751

February 8, 2008

Abigail Friedman  
Program Director  
National Association of Counties  
25 Massachusetts Ave., NW  
Suite 500  
Washington, DC 20001

Dear Ms. Friedman:

I am writing in support of your proposal: Urban and Community Forests Ecosystem Services Education for Counties.

The Conservation Fund has a history of partnership with NACo, and looks forward to partnering with the Association on educating local officials on the benefits of green infrastructure planning. We are fully aware of the contents of the proposal and endorse NACo's proposal.

The Conservation Fund recognizes the integral role that local government officials play in green infrastructure planning and implementation; the ultimate success of protecting green infrastructure depends upon local governments as land use decisions are made at the local level. We commend NACo for bringing this important training to their members.

Please let me know if I can provide any additional information.

Sincerely,



Kris A. Hoellen  
Director, Conservation Leadership Network