

**Office of Sustainability & Environment
2011 Urban Forest Work Plan**

| Citywide Tree Program Coordination & Policy Development | | |
|--|------------|---|
| | Lead Staff | Budget |
| Lead preparation of citywide 2011 work plan and track implementation | Tracy | \$30,000 (.25 FTE) |
| Report on 2010 progress against citywide goals | Tracy | |
| Lead interdepartmental urban forest team | Tracy | |
| Facilitate sub-cabinet review of policy or program issues as needed | Tracy | |
| Staff urban forest commission | Tracy | |
| Staff Green Seattle Partnership Management Team and Community Committee | Tracy | |
| Serve as liaison to Mayor and Council on program performance and issues | Tracy | |
| Write and administer grants | Jana | |
| Maintain relationships with state and federal agencies such as WA DNR and USFS | Tracy/Jana | |
| Outreach & Incentive Program | | |
| | Lead Staff | Budget |
| Manage Trees for Neighborhoods program incentivizing the planting of 1,000 trees in selected neighborhoods <ul style="list-style-type: none"> • Identify neighborhoods • Negotiate contract • Select tree species w/SPU • Recruit participants, assist with tree selection • Lead training • Map trees • Conduct follow-up tree care outreach for two years, including water bag distribution | Jana | \$90,000 |
| Design and pilot Neighborhood Tree Stewardship program <ul style="list-style-type: none"> • Design program approach • Develop training curriculum • Recruit participants • Facilitate volunteer opportunities for Gurus | Jana | \$30,000 (assumes additional grant funding) |
| Partner with a non-profit or community organization on an outreach project | Jana | \$10,000 |
| Develop tree outreach materials | Jana | \$ 5,000 |
| Maintain Seattle ReLeaf website | Jana | |
| Staff: 1 FTE (with overhead etc.) | Jana | \$100,000 |
| Total | | \$265,000 |