



# Girl Guides of Canada (GGC) Tree Planting Grant Program In Partnership with TD Friends of the Environment Foundation

## Tree Planting: How to Guide

- Getting started is easy. Decide if your unit will host the event or partner with a sister unit. Then, brainstorm where you would like to plant. Trees can be planted in any public space where the community can enjoy the greenery. Schools, parks, sports fields, playgrounds, trails or community centres are excellent choices.
- Once you select the location, you need to contact your local Parks and Recreation Department or conservation authority. Ask if a tree planting program is in place and if your unit can work with them to coordinate details. If your city does not have a program, ask what process needs to be followed to receive approval. You may be asked to submit a form listing your contact information and the proposed tree planting location. Ensure you have permission to plant before moving forward.
- Speak with your local Parks and Recreation Department or Conservation Authority before selecting the type of tree to plant. The staff can explain which trees are indigenous to the area and will best support the local ecosystem. Narrow down the options by comparing the choices. Small, infant trees are vulnerable and need more attention, but are less expensive, allowing you to purchase more. Larger, youth trees are more costly and heavy, but require less care. You will need volunteers or parents to help the unit lift and plant them.
- It is time to apply! Download and complete the [application](#) or print and complete the below version, then submit it via email, fax or mail. Apply now for a 2013/2014 TD Friends of the Environment Tree Planting Grant to be used by Fall 2014!

### Email

programs@girlguides.ca  
Subject line:  
Tree Planting Grant

### Fax

416.487.5570  
Attention: Coordinator,  
Unit Guider Support

### Mail

Tree Planting Grant  
Programming Dept.  
50 Merton St  
Toronto ON M4S 1A3

- When your application has been reviewed, the GGC Programming Department will contact you to finalize any outstanding details or approve your application.
- If you would like, host a meeting to prepare the girls and get their input on how the event should unfold.
- Before the big day, confirm you have all of the necessary supplies. Borrow as many items as possible to reduce expenses. Ask parents or volunteers if you can use their shovels, gloves, wheelbarrows, buckets and saws. If there are supplies or refreshments that must be purchased or rented, remember to fundraise enough to cover the costs and save receipts. Ensure all participants know what to bring on the day of, such as hats, solid shoes, sunscreen and appropriate attire. Most importantly, finalize how the trees, soil, mulch, stakes and tree guards will be transported to the location.
- Plant and have fun!
- Lastly, complete and submit the [Final Report Form](#) and send us pictures – we always want to hear from you! (Remember to complete the IR1 forms for all girl members in the photographs.)



**TD Friends of the  
Environment  
Foundation**





# GGC Tree Planting Grant Program

## In Partnership with TD Friends of the Environment Foundation

### Application form

If you need additional space, please attach another page.

<b>Date Application Completed:</b>	
<b>What is your name and your iMIS number?</b>	
<b>What is your mailing address?</b>	
<b>What is your email address?</b> (Please be sure this is a working email address that is checked often.)	
<b>What is your phone number?</b>	
<b>If you are a girl applying for a grant, what is the name of an adult Member who will be helping you with this project and their iMIS number?</b>	
<b>What is the name and iMIS number of your Unit?</b> (The cheque will be made out to a GGC bank account)	
<b>What is the name of your project?</b> Call it something fun and unique that will make it stand out from other applications!	
<b>What branch, or branches, will be participating in your project?</b> (If you plan to invite specific units, please identify who they are.)	



**TD Friends of the Environment Foundation**





**When do you expect to complete the project? (Please be as specific as possible.)**

**Where will you plant your trees/shrubs? Why have you chosen this location?**

**Why do you want to complete a GGC Tree Planting project?**

**What is the goal of your project? (Why is it important, what issues or problems is it addressing and what makes it unique?)**

**Explain how your project will have a positive impact on the environment.**

**Describe how do you plan to spend the \$500 grant funds?**

**Which local organization will you be partnering with in your community? What is their contact information?**

<b>For GGC Use</b>	<b>Decision:</b>
Date Application Received:	Decision Email Sent Date:
Email Confirmation Sent Date:	Date Added to Spreadsheet:

