QUALIFIED EXPENSES

The following expenses for public tree care (street, park, cemetery, public buildings) may be counted in meeting the $2 per capita requirement for Standard 3. When reporting budget information on the Tree City USA application, you will be asked to provide annual spending for the following categories: Tree Planting and Initial Care, Tree Maintenance, Tree Removal, Management, Utility Line Clearance, and Volunteer Time.

THINGS YOU DID YOURSELVES

- Tree worker salaries & benefits (use a % if tree care is only one part of their job)
- Time spent on tree care: watering, removing stakes, insect control, mulching (or for new trees)
- Time spent pruning or removing trees
- Leaf and brush pick-up
- Biomass recycling
- Equipment maintenance
- Administrative time

THINGS YOU BOUGHT

- Trees
- Supplies: staking, mulch, watering bags, tools, gloves
- Prizes for Arbor Day contests
- Computer inventory software
- Durable equipment: chainsaws, bucket truck, etc. (or)
- Other - tell us!

THINGS OTHER PEOPLE DID

Volunteer time (use National Volunteer rate) for:
- Tree board meetings
- Tree planters
- Arbor Day preparations

Items donated by others:
- Trees, or tree planting services
- Discounts by local vendors

THINGS YOU CONTRACTED OUT

- Tree planting or removal
- Tree inventory work
- Equipment rental
- Consultants to write a plan or give advice
- Insurance
- Utility line clearance

EDUCATIONAL EXPENSES

- Tree care conferences and workshops attended by city workers
- Memberships in and donations to tree organizations
- Public education materials — brochures, newsletters, flyers, etc.
- Computer inventory software
- Durable equipment: chainsaws, bucket truck, etc. (or)
- Other - tell us!

LEGEND

- Tree Planting and Initial Care
- Tree Maintenance
- Tree Removal
- Management
- Utility Line Clearance
- Volunteer Time