



# Urban Reforestation Grant Program Application Instructions

## ELIGIBILITY & APPLICATION TIMELINE

MSD's Urban Reforestation Grant Program is open to residents, organizations, companies and agencies in MSD's Jefferson County Drainage Service area\*.

Applications and all required attachments must be submitted by **August 7, 2026**. Incomplete applications will not be considered for selection. Applicants selected for funding will be notified by August 27, 2026.

*\*The cities of Anchorage, Jeffersontown, St. Matthews and Shively provide residents and businesses in those municipalities with stormwater/drainage service. Therefore, those four areas are not part of this grant program.*

## APPLICATION REQUIREMENTS & AWARD CONDITIONS

The minimum tree size at planting is a **3-gallon container**. The maximum reimbursable amount per tree is:

- **\$120** for a 3-4 gallon container tree
- **\$240** for a 5-gallon container tree or larger

This amount may include costs associated with the planting or establishment of trees. Eligible expenses include water bags, stakes, strings, mulch, nets, tree trunk protectors, or associated labor costs, including delivery and excavation if subcontracted.

Applicants should request funding only for the number of trees they are prepared and capable of planting by the program deadline. Requested funding amounts should reflect realistic planting plans for this planting season. Grant requests must include funding for a minimum of six trees. **Actual awards may be less than the amount requested, depending on funding availability and the volume of applications received.**

If selected for funding, recipients must provide a detailed map or planting plan identifying the proposed location and species of each tree included in the award. Recipients are required to complete a Memorandum of Agreement (MOA) with MSD.

All funded trees must:

- Be listed on the [Louisville Metro Government Urban Forestry Master Tree List](#).
- Comply with [MSD's Tree Planting Guidelines](#) including minimum setback distances from drainage and sewer infrastructure.
- Trees planted within the public right-of-way must comply with the [Louisville Metro Urban Forestry Standards for Right-of-Way Trees](#). Recipients are responsible for obtaining any required permits and coordinating utility locates (811) before planting.
- All planting activities must follow Division of Community Forestry guidelines for [container-grown](#) or [balled-and-burlapped](#) trees.

MSD encourages applicants to prioritize planting a diversity of tree sizes and species. As a general guideline, no more than 10% of the total trees planted should be Size Class C trees, unless site conditions warrant otherwise.



## **REPORTING REQUIREMENTS FOR AWARD REIMBURSEMENT**

To receive reimbursement, recipients must document the number, species, and planting location of all funded trees using MSD's Online Tree Survey Form.

As an alternative, an applicant representative may request a field inspection by MSD MS4 staff to verify and document completed plantings.

Reimbursement will only be provided for eligible tree species listed on the Division of Community Forestry Master Tree List. Invasive species are not eligible for reimbursement.

## **AWARD FUNDS DISTRIBUTION**

Awards are distributed on a reimbursement basis.

All trees must be planted no later than **April 30, 2027**. Reimbursement requests must be submitted to [trees@louisvillemsd.org](mailto:trees@louisvillemsd.org) no later than **May 15, 2027**.

All reimbursement requests must include the purchase order (PO) number issued with the MOA.

Applicants may seek reimbursement for eligible expenses incurred between **July 1, 2026, and April 30, 2027**. However, expenses incurred before award notification are not guaranteed for reimbursement unless the application is approved and funded.

All reporting requirements listed above must be completed before reimbursement funds are released.



## Urban Reforestation Program Grant Application 2026

Please review the attached Instructions prior to completing the application. Please contact us at [trees@louisvillemsd.org](mailto:trees@louisvillemsd.org) or 502.540.6022 with any questions.

Project Title \_\_\_\_\_

Company/Organization/Owner Name \_\_\_\_\_

Project Location (address/neighborhood/etc) \_\_\_\_\_

Project Primary Contact Name \_\_\_\_\_

Project Contact Telephone No \_\_\_\_\_

Project Contact Email Address \_\_\_\_\_

Number of Trees \_\_\_\_\_ Grant Amount\* Requested \_\_\_\_\_

Anticipated planting date(s) (Must be prior to April 30, 2027) \_\_\_\_\_

*\* Maximum cost associated with tree planting should not exceed \$120 per tree for a 3-gallon container and \$240 per tree for a 5-gallon or larger container. Minimum tree size at planting is a 3-gallon container.*

### Required Attachments:

1. Project Description – Please provide a brief summary (1 page max) describing the project location, expected community and environmental benefits, who will assist with tree planting, and who will be responsible for watering and maintenance during the establishment period.
2. General Project Area Map – Must include project location and boundary limits. (Aerial base maps are available from Google Maps or LOJIC Mapping at [www.lojic.org](http://www.lojic.org))

**Applications and attachments must be received by August 7, 2026.**

Please email application materials to [trees@louisvillemsd.org](mailto:trees@louisvillemsd.org) or deliver to:

**Louisville MSD  
Attn: Meredith Meyers  
1600 West Hill Street  
Louisville, KY 40210**