

**Neptune Township
Tree Planting Matching Grant Program
Application and Assurances**

This information is needed to process a request for grant assistance. You should read the Tree Planting Matching Grant Program Guidelines before filing this application. Please type or print. Fill in all blanks, using "none" or "not applicable" when necessary. If more space is needed to answer any specific question, use a separate sheet. Submit application to: Township of Neptune Attn: Shade Tree Committee, 25 Neptune Boulevard, Neptune, NJ 07753. For more information call 988-5200 extension 223.

Section I

Submit the following with Section I of application:

1. Copy of deed or lease
2. Letter from property owner approving planned improvements, if building is leased or rented.
3. Two (2) recent color photos of front of property with residential structure in the background.
4. Sketch of property with location of trees to be planted. (Professional drawings not necessary, applicant can simply draw basic plan on 8 ½ x 11 sheet of paper)
5. Listing of trees to be purchased under the program.

Please retain a copy of this, application for your files. All applications and property photos become the property of the Township of Neptune.

GENERAL INFORMATION

Applicant's Name: _____

Phone: _____ FAX: _____

Address: _____

Name of Property Owner: _____

Owners Address: _____

Property Dimensions: _____

Total Project Cost: _____(Based on township price list)

Grant Amount Requested: _____ Private Commitment Amount: _____

Certification of Application:

I understand that funds will not be paid for any work that commenced prior to the final approval of the application and signing of the Tree Planting Agreement. Eligibility for grant assistance by the Township of Neptune under this program is determined by the information presented in this application and in the required attachments. Any changes in the status of the proposed project from the facts presented herein could disqualify the project. Please contact the Shade Tree Committee Office at (732) 988-5200 extension 223 before taking any actions that would change the status of the project as reported herein. I, the undersigned, being duly sworn upon my oath say:

1. The information contained in this application and all attachments submitted herein is, to the best of my knowledge, true and complete.
2. I understand that if such information is willfully false, the Township of Neptune at its option may terminate its grant assistance.
3. Property owners with delinquent taxes or fees will not be eligible under this program.
4. Applicant agrees to maintain the tree(s) planted under this program.
5. Applicant agrees to a species of tree as recommended by the Neptune Township Shade Tree Committee.
6. Applicant is responsible for picking up tree from Township vendor and planting trees within fourteen (14) days of approval.
7. Trees must be planted in the front yard of the residence or in the Township right of-way as approved by the Department of Public Works.
8. Tree(s) must be planted in accordance with the plan approved by the Shade Tree Committee.
9. The applicant must allow a Township Inspector to inspect the property, unannounced, during the course of work. The applicant must contact New Jersey One-Call at 1-800-272- 1000 for a free mark-out of underground utilities before digging to plant tree(s).
10. The homeowner is responsible for attaining all required permits and approvals.
11. Should the homeowner fail to comply with Township requirements, the homeowner will be notified in writing that the full amount of the Township share of the costs under this program must be reimbursed to the Township within thirty (30) days of said notification or the amount due will become a municipal lien against the property.
12. All work and materials shall comply with the specifications attached to the agreement.
13. The Township accepts no responsibility for damages in connection with this program.

If property is leased or rented, has the property owner reviewed & approved proposed work? _____Yes _____No _____N/A

If property is leased or rented, expiration date of lease agreement is _____

Upon expiration, is there an option to renew? _____ Yes _____No _____N/A

Type and number of trees requested:

Number of trees	Tree Species	Size	Applicant Share	Twp Share	Total

Narrative Statement of work to be accomplished (Stick to the basics!!):

Applicants Signature: _____ Date: _____

Section II

APPLICANT:

Property –owner _____ Date: _____

Notary: _____

TOWNSHIP:

C.F.O.: _____ Date: _____

Municipal Clerk: _____

Revised as of March 31, 2002