



# Project CommuniTree

A program of Forest ReLeaf of Missouri

## Program Criteria & Checklist

To encourage community plantings, free trees are available through Project CommuniTree. Anyone may apply for the trees; however, they *must* be planted on public or nonprofit land in Missouri. Communities in adjacent states may also be eligible.

### I. PLAN YOUR PROJECT

- Visit [www.moreleaf.org](http://www.moreleaf.org) for a current list of available trees.
- Select a site. Trees *must* be planted on public or nonprofit lands, such as parks, school grounds, rights-of-way, or greenways.
- Develop a planting and tree-care plan. When planning what type of tree to plant, remember to look up and look down to determine where the tree will be planted in relation to overhead and underground utility lines. Call 1-800-DIG-RITE (344-7483) in MO for the location of all underground utilities. Trees that reach a mature height of 25' or less are compatible for planting near electric wires. Trees that reach a mature height of 25-45' should be planted no closer than 35' from pole to pole electric wires. Trees that reach a mature height of over 45' should be planted 45' from the pole to pole electric wires.
- Obtain written approval from the property owners or governing agencies.
- Seek volunteers to help with pick up and planting of trees.

### II. APPLY

- Applications may be submitted after the program is announced each spring and fall, typically February for spring projects and July for fall projects. This is weather and schedule dependent, so do not set a project date/event until after you have received confirmation on your order from Forest ReLeaf.
- Trees are distributed in spring and fall on a first-come, first-served basis to qualified applicants.
- Submit an application online at [forestreleaf.org](http://forestreleaf.org)

### III. PICK UP TREES

- All trees must be picked up from Forest ReLeaf's nursery at 2194 Creve Coeur Mill Road in Maryland Heights. Directions will be sent in your emailed order confirmation.
- Trees are in 3 gallon containers and weigh approximately 10 lbs. each. They range from 3-6 feet tall.
- Tree pickups must be scheduled. We will contact you to set up a date and time to pick up your trees.**
- Use of a covered trailer or truck to pick up the trees is recommended. **BRING A TARP AND ROPE** to cover plants to minimize damage during transport.

### IV. TREE CARE

- Newly planted trees require a minimum of three years of attention.
- After planting, water trees as needed.
- Do not fertilize at planting time.
- Mulch trees to conserve soil moisture and minimize the chance of damage by lawn mowers or other machinery.
- Stake if needed. Remove stakes before the tree is one year old.
- Remove and control competing weeds and vegetation.
- Prune dead and damaged limbs.
- Monitor and control harmful levels of insect and disease infestation.

### V. FOLLOW UP

- Share your success stories with us, especially via social media. Photos are appreciated!
- Share your stories with the media and credit, "Forest ReLeaf of Missouri."
- Spread the word about Project CommuniTree!
- Enable us to continue giving away free trees by donating to Forest ReLeaf; every dollar helps!



For more information about Forest ReLeaf of Missouri's tree planting, education and volunteer programs, please call 314-533-5323 or visit [www.forestreleaf.org](http://www.forestreleaf.org).