



Joe Manchin III  
Governor

Charles R. Dye  
Director/State Forester

**DIVISION OF FORESTRY**  
P.O. Box 40  
Farmington, WV 26571  
(304) 825-6983/FAX (304) 825-6987  
Web Address: [www.wvforestry.com](http://www.wvforestry.com)

January 13, 2008

Dear Urban Forestry Cooperator:

Please find the enclosed 2009 Mountaineer Treeways Application. This program has replaced the National Tree Trust program and continues to provide trees at no cost for various community projects. Trees for this program were sponsored by generous donations from Appalachian Power, the Oakland Foundation and Toyota Motors Manufacturing and will be distributed early next April.

All trees must be planted on public property in West Virginia. Volunteers and paid employees of municipalities and other entities may conduct the planting. Matching funds are not required. However, a status report will be required by August 14, 2009. Civic organizations, municipalities, businesses and schools are encouraged to participate.

The application and agreement must be returned by March 20, 2009. Please contact me with any questions at (304) 825-6983. Our staff will be available for technical assistance, species selection advice and to suggest planting sites.

Sincerely,

A handwritten signature in black ink that reads "Robert Hannah".

Robert Hannah  
Urban Forestry Coordinator

Enclosures

**WEST VIRGINIA DIVISION OF FORESTRY**

**MOUNTAINEER TREEWAYS**

**2009 APPLICATION GUIDE**



**WEST VIRGINIA DIVISION OF FORESTRY**

**P. O. BOX 40**

**FARMINGTON, WV 26571**

**(304) 825-6983/FAX (304)825-6987**

## I. INTRODUCTION

This guide has been developed to assist volunteers representing civic organizations or businesses and units of local government in applying for the Mountaineer Treeways Program. The program is made possible by donations from Appalachian Power, the Oakland Foundation and Toyota Motor Manufacturing of West Virginia and is administered by the West Virginia Division of Forestry.

Mountaineer Treeways provides tree seedlings at no cost for organizations to plant on public land across West Virginia. All trees must be planted on public property with preference given to projects involving: interstates, rest areas, park & rides, highways, public parks, schools, city streets and other municipal property. Trees will be distributed in early April as weather and nursery conditions permit. The West Virginia Division of Forestry can provide project assistance and instructions for proper planting methods.

## II. PROGRAM GOALS

1. To encourage volunteers and municipalities to become more involved with community forestry and tree planting projects.
2. To provide a low cost alternative to other grant programs requiring matching funds.
3. To strengthen and support existing comprehensive tree care programs in larger communities and cities.
4. To encourage the initiation and development of comprehensive tree care programs in smaller communities.

## III. GENERAL INFORMATION AND REQUIREMENTS

1. Any government entity, civic organization or local business may apply for this program.
2. All trees must be **planted on public land in West Virginia.**
3. **Volunteers** and **paid employees** may plant the trees.
4. Trees may not be sold or given away for other uses.
5. All successful applicants will be required to submit a complete project report by August 14, 2009.
6. All participants must maintain the project in good condition for at least three years after completion at their expense.
7. Applicants who do not adhere to these requirements will be excluded from future participation in Mountaineer Treeways.

#### IV. APPLICATION PROCEDURES

The enclosed application must be complete, concise and technically sound. A vicinity map must be included to show the location of the project/plantings. Trees should not be planted directly under utility lines. **Maps must include the location of any overhead utility lines.** Technical assistance is available from the West Virginia Division of Forestry.

**Application and signed agreement must be delivered no later than March 20, 2009.** A complete application must consist of the following: the application forms, vicinity map(s), and signed agreement. Applications should be delivered to:

West Virginia Division of Forestry  
Urban and Community Forestry  
P.O. Box 40  
Farmington, WV 26571  
(304) 825-6983

**\*\* See attached application and Appendix C. \*\***

#### V. SPECIES DESCRIPTION

The following species are available this spring: Sargent crabapple, winterberry holly, silky dogwood, American hornbeam, thornless honey locust, sugar maple, red oak, bur oak, swamp white oak, black birch, sycamore, Eastern hemlock, and Japanese larch. **Only Sargent crabapple, Winterberry holly, and silky dogwood are suitable for planting near overhead utility lines.** Trees will be delivered bare-root and require immediate planting to prevent drying. **Height of seedlings will vary from 1 foot to 3 feet.**

**\*\* See Appendix A for a detailed species description. \*\***

#### VI. QUANTITIES

**The maximum number of trees that can be requested by an applicant is 300. Applicants may not request more than 50 trees of a single species.** Additionally, it is important to make sure the quantity of trees requested is compatible with the size of the planting site and number of planters available. For street plantings, trees should be spaced between 20 feet and 40 feet apart depending on species. The trees will need to be planted within a very few days of delivery. Please order only the number of trees needed. **Quantities will be regulated and species substituted to meet availability.**

**\*\* Orders must be in multiples of ten for each species. \*\***

## VII. DISTRIBUTION

Trees will be delivered to one of six West Virginia Division of Forestry Offices during the first two weeks of April. Applicants will need to make arrangements to pick up their trees at one of these locations. Applicants will be notified of the pickup date in late March.

**\*\* See Appendix B for Delivery Locations. \*\***

## VIII. MAINTENANCE

The trees will require some care and maintenance during and after the planting process.

1. Store in a cool place until planting and do not allow roots to dry out.
2. Do not plant too deeply. Upper roots should be just under ground surface.
3. Dig hole large enough to accommodate entire root system.
4. Back fill and tamp to avoid air spaces.
5. Water trees immediately after planting and at least once a week for the entire growing season.
6. Prune all dead or damaged limbs back to the next branch fork.
7. Staking may be necessary for some trees. Use a wide cloth strip to secure tree to stake. **Do not use wire or string.** Remove stakes and supports after one growing season.
8. Trees must be protected from mowing and trimming. Trees should be mulched at time of planting and every consecutive year. Plastic, flexible drain pipe can be split and placed around trees for additional protection.

## IX. REPORTING

Each participant must submit a report no later than August 14, 2009. This report is only required for one year. Applicants will need to keep records during the planting and maintenance phases to provide accurate information. Incomplete reports are not acceptable. The following information will be required:

1. Number of volunteer tree planters.
2. Number of paid-employees planting trees
3. Number of hours donated by all volunteers.
4. Number of hours invested by all paid-employees.
5. Out-of-pocket expenses: staff time, material purchase, fees, etc.
6. Dollar value of in-kind goods and services: loaned tools, equipment, or vehicles; and professional services.
7. Number of trees received.
8. Number of trees surviving.
9. Exact location of trees.
10. Frequency and type of maintenance provided.
11. Any training received.

**\*\* A reporting form will be sent to each applicant upon arrival of trees. \*\***

## X. AWARD AND EXECUTION

Applications will be evaluated and awarded by the West Virginia Division of Forestry and the West Virginia Urban and Community Forestry Council. Only complete proposals will be evaluated. We will strive to provide trees for all complete and technically sound applications. **However, tree quantities are limited and reductions in requested amounts and substitutions may be necessary.**

Each applicant will be bound by the signed agreement to do as follows: plant only on public property as described in their application; submit a project report by August 14, 2009; and maintain the trees in good condition for at least three years.

**\*\* See Appendix C for Agreement. \*\***

**WEST VIRGINIA DIVISION OF FORESTRY**  
**2009 MOUNTAINEER TREEWAYS APPLICATION**

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**1. GENERAL INFORMATION**

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a. Name of Organization/Group:

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d. Total Membership:

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b. Address (Organization/Group):

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e. Name of Contact Person(s):

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c. Type of Organization (nonprofit, city etc.):

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Telephone Number

---

Telephone Number

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**2. SPECIES AND QUANTITY**

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a. Species

b. Quantity\*

Sargent crabapple

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Winterberry holly

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Silky dogwood

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American hornbeam

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Thornless honey locust

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Sugar maple

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Red oak

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Bur oak

---

Swamp white oak

---

Black birch

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**SPECIES AND QUANTITY - Continued**

a. Species	b. Quantity*
-	
Sycamore	_____
Eastern hemlock	_____
Japanese larch	_____
<b>Total</b>	_____

**\* Must be in multiples of ten. \* Maximum of 50 per species and no more than 300 per application.**

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### 3. DELIVERY

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Applicant will be responsible for picking up trees at a designated West Virginia Division of Forestry Office (See Appendix B). Each applicant will be notified of the pickup date.

a. Trees will be picked up at the following Forestry Office from Appendix B:

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### 4. TECHNICAL PROPOSAL

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**\*Attach additional sheets if necessary.**

a. Project Location (Be Specific):

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b. Owner of Property:

c. Number of Volunteer Planters:

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d. Describe Objectives and Goals:

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## APPENDIX A

### SPECIES DESCRIPTION

#### SARGENT CRABAPPLE

(Delivery Height 2' to 3')

<b>Height:</b>	<b>8' to 10'</b>
<b>Width:</b>	<b>8' to 15'</b>
<b>Crown:</b>	<b>ovate to globose with a medium texture</b>
<b>Foliage:</b>	<b>1" to 2", shiny deep reddish brown to purplish green foliage</b>
<b>Flowers:</b>	<b>single red bud opening to a white fragrant flower</b>
<b>Fruit:</b>	<b>½" bright red berries, attractive to birds</b>

A small tree with attractive bark, flowers, fruit, and small leaves that is suitable near over-head utility lines. Prefers full sun and well drained soils having a good resistance to fireblight and Japanese beetles. Will require regular pruning as they mature to achieve desired clearance for pedestrians and vehicles.

#### WINTERBERRY HOLLY

(Delivery Height 2' to 3')

<b>Height:</b>	<b>6' to 12'</b>
<b>Width:</b>	<b>6' to 12'</b>
<b>Crown:</b>	<b>oval to broad-rounded shrub with a dense crown</b>
<b>Foliage:</b>	<b>alternate, simple 1.5" to 3" long, serrate or double serrate leaves</b>
<b>Flowers:</b>	<b>male clusters, white female flowers on short peduncles</b>
<b>Fruit:</b>	<b>bright red berries persisting into winter</b>

A hardy shrub that makes a very attractive border with bright red berries. Excellent mass producing species providing food to many birds in the winter. Prefers moist, acidic soils and full to partial sun.

#### SILKY DOGWOOD

(Delivery Height 2' to 3')

<b>Height:</b>	<b>6' to 15' (15' at age 30)</b>
<b>Width:</b>	<b>6' to 10' (10" at age 30)</b>
<b>Crown:</b>	<b>multi-stemmed round shrub becoming open</b>
<b>Foliage:</b>	<b>opposite, simple 2" to 4" long, medium to dark green leaves</b>
<b>Flowers:</b>	<b>non fragrant, yellowish white 1 1/2" to 2 ½" flowers in late May and early June</b>
<b>Fruit:</b>	<b>1/4" drupe ripening to an attractive porcelain blue in August</b>

A native shrub commonly found along streams and swamps in the eastern U.S. The fruit is highly prized by birds and usually doesn't last long. Will naturalize and grow well in moist and wet soils where many other shrubs do not grow well.

**AMERICAN HORNBEAM****(Delivery Height 1' to 2')**

<b>Height:</b>	<b>20' to 30' (20' at age 30)</b>
<b>Width:</b>	<b>20' to 30' (20' at age 30)</b>
<b>Crown:</b>	<b>ovate to columnar small tree that can be trained to a single stem with pruning</b>
<b>Foliage:</b>	<b>opposite, green-blue leaves 2" to 4" long, turning yellow, orange and red in the fall</b>
<b>Flowers:</b>	<b>catkins with bracts, white if female, yellow-green if male</b>
<b>Fruit:</b>	<b>nutlets in a leafy cluster, favored by many bird species</b>

This native, small tree is widely distributed in eastern North America along streams and rivers. The unique trunk is sinewy, crooked with bluish-gray bark. Well suited for shady smaller growing spaces. Can withstand temporary flooding and is relatively disease free.

**THORNLESS HONEY LOCUST****(Delivery Height 2' to 3')**

<b>Height:</b>	<b>40' to 70' (50' at age 30)</b>
<b>Width:</b>	<b>40' to 60' (50' at age 30)</b>
<b>Crown:</b>	<b>broadly ovate, open, spreading, fine texture</b>
<b>Foliage:</b>	<b>compound, 1/2" to 1 1/23" leaflets, turning yellow in the early fall</b>
<b>Flowers:</b>	<b>inconspicuous</b>
<b>Fruit:</b>	<b>few long brown pods</b>

A native tree to a variety of sites in the eastern and central United States. Rapid growth rate and intolerant of shade. Tolerates urban conditions and is well suited for plazas, parking lots and spacious streets. Webworms, borers, spider mites, leaf spot and cankers can be problems but are usually not very serious on healthy specimens.

**SUGAR MAPLE****(Delivery Height 1' to 2')**

<b>Height:</b>	<b>60' to 80' (45' at age 30)</b>
<b>Width:</b>	<b>40' to 70' (40' at age 30)</b>
<b>Crown:</b>	<b>ovate, regular ascending branches with medium texture</b>
<b>Foliage:</b>	<b>3" to 5" simple leaves, turning brilliant yellow, orange or red in the fall</b>
<b>Flowers:</b>	<b>yellow-green emerging before the leaves</b>
<b>Fruit:</b>	<b>1" samara</b>

West Virginia's state tree provides attractive shade and fall color second to none. Dense shade and pleasing growth habit makes it an ideal tree for parks and open spaces. Avoid compacted and droughty soils and planting areas less than 6' wide. Its serious limitations are environmental and include: deicing salt, excessive heat, compaction and drought.

**RED OAK****(Delivery Height 2' to 3')**

<b>Height:</b>	<b>60' to 80' (40' at age 30)</b>
<b>Width:</b>	<b>45' to 65' (30' at age 30)</b>
<b>Crown:</b>	<b>broadly ovate and somewhat open</b>
<b>Foliage:</b>	<b>5" to 8" dark green leaves, bright red to golden brown in the fall</b>
<b>Flowers:</b>	<b>inconspicuous</b>
<b>Fruit:</b>	<b>3/4" to 1" acorns, heavy crops every 3 to 5 years</b>

A fast growing large tree with a stately appearance. Best suited for parks and large lawns and is often free of any serious disease or insect problems. Provides deep shade and is tolerant of urban stresses.

**BUR OAK****(Delivery Height 1" to 2')**

<b>Height:</b>	<b>70' to 90' (35' at age 30)</b>
<b>Width:</b>	<b>60' to 90' (25' at age 30)</b>
<b>Crown:</b>	<b>ovate becoming broadly globose with age with course texture</b>
<b>Foliage:</b>	<b>5" to 8" fiddle shaped, round lobed leaves, turning from glossy green to yellow-brown in the fall</b>
<b>Flowers:</b>	<b>inconspicuous</b>
<b>Fruit:</b>	<b>1" acorn in a fringed cup</b>

This large tree should not be planted on tree lawns less than 8' wide or near over-head utility lines. A native tree to the Great Plains and northeastern United States. The dark gray bark becomes deeply furrowed and rough with age. This massively impressive tree tolerates urban stresses and a wide range of soils and seldom has serious insect and disease problems.

**SWAMP WHITE OAK****(Delivery Height 1' to 2')**

<b>Height:</b>	<b>60' to 80' (30' at age 30)</b>
<b>Width:</b>	<b>50' to 80' (25' at age 30)</b>
<b>Crown:</b>	<b>broadly ovate to globose with medium texture</b>
<b>Foliage:</b>	<b>4" to 8" rounded lobed leaves, changing yellow-brown in the fall</b>
<b>Flowers:</b>	<b>inconspicuous</b>
<b>Fruit:</b>	<b>1" acorns usually in pairs</b>

A large tree native found in moist sites from the central United States through New England with a broad, open crown and short trunk. Tolerates drought, salt and soil compaction in urban environments. However, it will become chlorotic and not perform well on alkaline soils. Infrequently susceptible to oak wilt, anthracnose cankers and bores.

**BLACK BIRCH****(Delivery Height 1' to 3')**

<b>Height:</b>	<b>40' to 55' (35' at age 30)</b>
<b>Width:</b>	<b>35' to 45' (30' at age 30)</b>
<b>Crown:</b>	<b>pyramidal in youth becoming rounded and wide-spreading at maturity</b>
<b>Foliage:</b>	<b>alternate, simple, 3" to 6" long leaves, dark green changing golden yellow in the fall</b>
<b>Flowers:</b>	<b>3" to 4" male catkins in late winter and 1/2" to 1" female catkins in April</b>
<b>Fruit:</b>	<b>small winged nutlet</b>

This attractive tree is native to the mountain counties of West Virginia. Makes an excellent addition to parks and open spaces. The bark and twigs contain a high concentration of oil of wintergreen. Susceptible to leaf problems, canker, mildew, and aphids. It the most resistant to bronze birch borer of all the birches.

**SYCAMORE****(Delivery Height 1' to 2')**

<b>Height:</b>	<b>75' to 100' (50' at age 30)</b>
<b>Width:</b>	<b>75' to 110' (50' at age 30)</b>
<b>Crown:</b>	<b>wide-spreading crown with a massive trunk</b>
<b>Foliage:</b>	<b>alternate, simple, 4" to 9" long leaves, with 3 and sometime 5 lobes</b>
<b>Flowers:</b>	<b>inconspicuous, monoecious</b>
<b>Fruit:</b>	<b>multiple, globose achenes</b>

This huge tree is common along water ways and moist sites in all of West Virginia. The bark has an impressive mottled appearance ranging from grayish to cream to white with a pleasing winter color. Not recommended for street planting due to large size and constant bark and fruit drop. Excellent for large open spaces near water where

clean up is not required. Major health problem is anthracnose which is rarely fatal in health specimens.

**EASTERN HEMLOCK**

**(Delivery Height 1' to 2')**

<b>Height:</b>	<b>40' to 70'</b>
<b>Width:</b>	<b>25' to 35'</b>
<b>Crown:</b>	<b>softly and gracefully pyramidal in youth with tapering trunk becoming pendulously pyramidal with age; one of the most beautiful conifers.</b>
<b>Foliage:</b>	<b>Almost regularly 2-ranked, linear, or obtuse needles 1/4" to 2/3" long.</b>
<b>Flowers:</b>	<b>monoecious; staminate light yellow, pistillate pale green.</b>
<b>Fruit:</b>	<b>cones are 1/2" to 1" long 1/4" to 1/2" broad and brown at maturity.</b>

Lacy, graceful growth with short, soft light yellow-green needles in the spring changing to a glossy dark green. Likes moist, well drained soils. Will not do well in dry areas. Good for either formal or informal hedge.

**JAPANESE LARCH**

**(Delivery Height 1' to 3')**

<b>Height:</b>	<b>70' to 90' (40' at age 30)</b>
<b>Width:</b>	<b>25' to 40' (20" at age 30)</b>
<b>Crown:</b>	<b>pyramidal and very open</b>
<b>Foliage:</b>	<b>1" to 1 1/2" long needles, arranged in groups of 40 on short spurs</b>
<b>Flowers:</b>	<b>monoecious with attractive red, pink or yellow female strobili and yellow male strobili</b>
<b>Fruit:</b>	<b>1" to 1 1/2" cones with a rosette appearance</b>

This beautiful conifer was introduced from Japan during the American Civil War and has been an attractive addition to parks and open spaces. A deciduous conifer that turn brilliant yellow in the fall before dropping its' needles. Susceptible to larch case-bearer, aphids, Japanese beetles, canker and leaf rust. Most resistant to canker of all the larches. Requires well drained, moist soils and tolerates acid, shallow soils.

## APPENDIX B

### WEST VIRGINIA DIVISION OF FORESTRY

#### TREE DELIVERY LOCATIONS

##### **Fairmont**

West Virginia Division of Forestry  
1106 Railroad Street  
Farmington, WV 26571  
(304) 825-6983

##### **Romney**

West Virginia Division of Forestry  
1 Depot Street  
Romney, WV 26757  
(304) 822-4512

##### **French Creek**

West Virginia Division of Forestry  
French Creek Game Farm  
State Route 20  
French Creek, WV 26218  
(304) 924-6266

##### **Beckley**

West Virginia Division of Forestry  
330 Harper Park Drive  
Suite J  
Beckley, WV 25801  
(304) 256-6775

##### **Milton**

West Virginia Division of Forestry  
878 E. Main Street  
Milton, WV 25541  
(304) 743-6186

##### **Parkersburg**

West Virginia Division of Forestry  
2309 Gihon Road  
Parkersburg, WV 26101  
(304) 420-4515

**\*\* Distribution questions should be directed to Robert Hannah, Urban Forestry Coordinator at (304) 825-6983. \*\***

**APPENDIX C**

**MOUNTAINEER TREEWAYS TREE PLANTING PROGRAM**

**AGREEMENT**

I agree to all terms and conditions of the Mountaineer Treeways Planting Program. All trees will be planted on public property in West Virginia in accordance with my application. I will submit a complete and accurate performance report to the West Virginia Division of Forestry responsive to all information described in the Mountaineer Treeways Tree Planting Application Guide by August 14, 2009.

Furthermore, I will maintain the trees in good condition for at least three years following the planting and allow inspection by West Virginia Division of Forestry personnel. I also understand that a violation of these terms and conditions will prohibit my organization from future participation in Mountaineer Treeways Tree Planting Program.

\_\_\_\_\_  
**Signature of Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Organization**

\_\_\_\_\_

\_\_\_\_\_  
**Address**