



SACRAMENTO TREE FOUNDATION



*Plan for your Future Forest*

# ***NeighborWoods Workbook***

# Gathering the Ingredients

Your neighborhood forest plays an important part of community life. At their best the trees in the forest provide places to meet neighbors, relaxing retreats from the heat, year-round interest and color, and a sense of character for canopied streets.



But like a delicious meal, grand neighborhood forests don't happen by chance. They are planned and planted by well informed residents who understand the value and needs of trees. They take the ingredients of their community and prepare a neighborhood forest that is uniquely theirs. This Workbook offers tools and guidance on your journey, but the journey is ultimately yours. Step out today with your neighbors and begin creating your neighborhood future forest!

## **Using the Workbook**

This Workbook is a companion to our NeighborWoods Guidebook that offers many activities you can use. Suggested Guidebook activities are indicated with a number **12** that matches the top of the page in the Guidebook.

The Workbook is composed of steps for you to follow in creating a vibrant neighborhood forest. Avoid the temptation to skip ahead to an easy project and end up with a half-baked plan, but also keep the steps moving. Your recipe may have different variations - remember to use the creative solutions you come up with!

Write in the workbook! Glue in maps and pictures - make it your own!



Sacramento Tree Foundation staff are prepared to help you each step of the way while you and your neighbors prepare the plan. Our goal is for you and your neighbors to understand and enhance your neighborhood forest. Call us anytime at 924-8733!



<p><b>What the Sacramento Tree Foundation Does</b></p> <p>Provide educational materials</p> <p>Facilitate workshops, lead classes</p> <p>Connect you to other groups and volunteers to help</p> <p>Supply trees and related materials</p> <p>Give ongoing advice for tree care and community growth</p> <p>Provide materials for inventory and data collection</p>	<p><b>What the Neighborhood Does</b></p> <p>Conduct outreach to neighbors, businesses, officials</p> <p>Commit to completing workshops to develop plan</p> <p>Schedule dates, times, and locations for meetings and events</p> <p>Take responsibility for trees</p> <p>Assume leadership positions to implement plan</p> <p>Keep Tree Foundation informed of needs and progress of neighborhood.</p>
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**Elements for Success**

1. Respect for all parties and their views.
2. Open dialogue and listening
3. Commitment and responsibility
4. Inclusion of community members
5. Structured decision making
6. Creative solutions

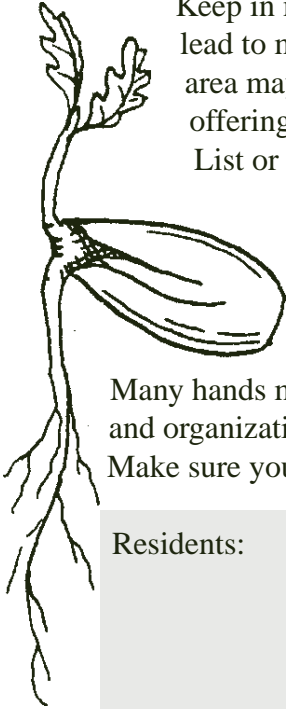


# 1. Build Your Team

How do you define your neighborhood? What are its boundaries?

Keep in mind that concentrating on a small area may lead to more pronounced results, but choosing a large area may gather more support and resources for you, offering the potential for larger accomplishments.

List or draw your neighborhood boundaries:



Many hands make for light work - identify active people and organizations in the neighborhood that may help you. Make sure you record their phone numbers or e-mails.



Residents:

Homeowners Association:

Businesses:

Schools:

Service groups such as Scouts, Kiwanis, Rotary,  
Environmental and Garden Clubs:

Churches, Temples, Mosques:

Government agencies and offices:

Invite all the interested parties to get together and form a NeighborWoods team. Use the Guidebook activity **13** to recruit and set up the meeting. Some of the things you should discuss at your meeting are:

Who will make decisions (homeowners, anyone who attends, property owners)?

How will decisions be made (consensus, majority, voting, board)?

Who will manage the meeting?



**Helpful Guidebook Activities** **13** **5** **6**

## 2. *Community Visioning*

Invite our NeighborWoods Coordinator to assist your group in Community Visioning. Capture the positive aspects of your neighborhood that you like and want to see emphasized by gathering slides, pictures, and maps. Also include aspects that you would like changed. Ask the question “What makes our neighborhood special?” Take pictures of trees and landscapes you would like to see more of.

Hold a Community Visioning Workshop for your neighbors. Use the categories below to create a powerful workshop:

### **Benefits of the urban forest**

Economic - Energy conservation, public health savings, property values

Air and water quality

Beauty and cultural expression

Psychological & relaxation

Provide gathering places, community benefits

Wildlife shelter and food source



## What can you accomplish with trees?

Shade homes

Soften urban edges

Screen objectionable views

Create meeting places

Enclose spaces  
or add privacy

Add continuity and  
character

Accent gateways

Separate uses

Add interest and diversity

Draw your eye

## Initial ideas - What do you think we can do?

## Gateways - Announce you are entering something!

Examples of gateways you like

Where should we put them?

Where should we work first?

What should it look like?

Neighborhood Characteristics

Styles



## Street Trees

Consistent or variety of form

What trees would you like to see along your streets?

Concentrate on certain streets or offer to the whole neighborhood?

**What is your vision? Document it here:**

**Helpful Guidebook Activities**

**1**

**3**

**18**

**19**

**34**

# 3. Perform a Tree Assessment

Have our NeighborWoods Coordinator explain the methods of neighborhood tree assessment. You can use maps, samples, an inventory, aerial photos, and thermal maps. Which will you use?



**Canopy Cover** - how much of your neighborhood is covered by shade trees?

How much space is available for additional trees? Does each house have at least one large shade tree in front?

What conflicts do trees have to deal with, such as power lines, underground utilities, small yards, driveways?

**Ownership** - Who owns the trees in your neighborhood and who is responsible for maintaining them? Who needs to be contacted for decision making? (City, County, SMUD, PG&E)

**Species** - Are all the trees in your neighborhood the same kind? A variety of species is important to reduce pest and disease effects, provide for urban wildlife, and increase biodiversity.

What species are dominant? Are they quality shade trees or problematic trees?

**Age** - Were all the trees in your neighborhood planted at the same time? Are they still vigorous or are they nearing the end of their lifespan? A variety of ages is preferred to assure that the urban forest is continuous.

**Native Vegetation Qualities** - How well are native species represented? Valley and Interior Live Oaks and Sycamores are desirable for the Sacramento Area, with the addition of Blue Oaks in the foothill suburbs. Trees for natural areas can include cottonwood, alder, boxelder, Oregon ash and even California buckeye.

Is having native plants important to the neighborhood? Is it part of the neighborhood character?



**Neighborhood Tree Care** - Are trees in the neighborhood well cared for? Is topping or some other unhealthy practice evident? What do your neighbors need to know to properly care for their trees?

# 4. *Develop Your Own NeighborWoods Plan*

Using your evaluation of your neighborhood trees along with your community vision, you are ready to write a plan for how to achieve your vision.

## **Goals**

First, set goals for your neighborhood forest. Goals are broad statements that relate specifically to your vision and can be accomplished in a specific period of time (i.e. achieve 50% canopy cover within 10 years, fill all available street tree locations with large canopy trees within 5 years, reforest the school and create an arboretum for learning within 3 years)



## **Our goals:**

## **Objectives**

Next set objectives for each goal. Objectives are specific steps taken to achieve a goal, and you can check to see if you accomplished them (i.e. plant 50 new trees each year, remove mistletoe from 50% of trees every 3 years, plant 200 new trees at the school within 9 months)

## **Our objectives:**

**Helpful Guidebook Activities**

**8**

**15**

**16**

**17**

**26**



## 5. *Present Your Plan to a Wider Audience*

Publicize your plan so that others in your neighborhood know about your group's vision and plan of action.

Helpful Guidebook Activities

14

12

## 6. *Get Your Neighbors Involved*

Pick one of your first objectives and get it done! Tree plantings are great ways to make a small step toward your vision and raise awareness of the process you are leading in the neighborhood. In areas with mature trees, a tree pruning project can also be a way to move toward your goals. The Tree Foundation has free trees for most locations and will help you coordinate your activities.



What do you want to do? Will it raise awareness of your plan and vision?

When is the time to do your project? Set a date.

Arrange publicity and recruit volunteers. Get a list of contacts from the Tree Foundation to send a press release and identify volunteer groups interested in working in your area.

Helpful Guidebook Activities

9

22

27

## ***7. Celebrate and Reaffirm the Vision***

Now that you have educated your neighbors and completed a project, invite everyone to a celebration to reaffirm the neighborhood vision and plan. The broader your support base, the more you can get done!



# **8. Coordinate Your Plan with Other Stakeholders**

Define the scope of responsibilities, relationships of partners, and authority for the aspects of the plan with your partners from the private, public, educational, and nonprofit groups that have interests and resources to help you.

Have volunteers coordinate the different aspects of the plan. If a public agency will do some of the work, get a commitment from them and assign their area of responsibility.

Pick dates to invite volunteers and neighbors to help.

## **Watering leader**

Responsibilities

Event Dates

## **Planting leader**

Responsibilities

Event Dates

## **Mulching leader**

Responsibilities

Event Dates



**Maintenance leader**  
Responsibilities

Event Dates

**Pruning leader**  
Responsibilities

Event Dates

**Helpful Guidebook Activities 20**



## ***9. Share Your Story***

Develop a Tree Tour for your neighborhood. Sacramento Tree Foundation has many examples and resources to assist you.

Join the NeighborWoods Network and meet leaders from other neighborhoods. You can get tips on what to do from people who have shared the same struggles.



**Helpful Guidebook Activities 21 23 24 29 30**

# 10. *Evaluate and Modify Your Plan*

Check in annually with your vision and see if you are on track or need to adjust your goals.

Measure your performance against your objectives.

Celebrate your accomplishments! Enjoy the sweet taste of success! Plan a festival or event to focus on your achievements.

Change your goals and objectives as needed to keep your plan on course.



## *Learning More About Urban Forestry*

The Tree Foundation schedules classes in neighborhoods on a regular basis. If there is interest we will come to your own neighborhood. You can also attend our scheduled classes that cover most urban forest issues. Get the current schedule on-line, through e-mail, or from our newsletter. You can also find many helpful resources on the Internet at [www.sactree.com](http://www.sactree.com).

Come to NeighborWoods events where you can learn from others that are doing similar work. Contact our NeighborWoods Coordinator for a schedule of classes and events.

**Helpful Guidebook Activities**

**2**

**4**

**10**

**12**

**25**

# More Recipes for Neighborhood Success



Congratulations on the completion of your NeighborWoods Plan! Mixing together the people and ingredients of your neighborhood has no doubt given you many challenges and exciting times. With a plan that has gathered diverse support and real world achievements, you have started a lasting future forest for everyone to enjoy!

The Sacramento Tree Foundation would like to challenge you to go even farther! Many of the principles and steps you followed can be applied to other neighborhood issues that require a plan and are just waiting for you to take them on. Just as the Tree Foundation provided you with support there are other agencies and organizations that can help further develop the neighborhood ties you have begun. The deeper you dig the more you will find!



*Join Us!*

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