



**WEST VIRGINIA**  
**DIVISION OF FORESTRY**  
**BARRY L. COOK - Director/State Forester**  
**WVDOF Region One**  
**PO Box 40**  
**Farmington, WV 26571**  
**304-825-6983**

November 15, 2018

Dear Urban Forestry Cooperator:

Please find the enclosed 2019 Mountaineer Treeways Application. This program provides trees at no cost for various community projects. Trees for this program were sponsored by generous donations from 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 9, 2019. Civic organizations, municipalities, businesses and schools are encouraged to participate.

The application and agreement must be returned by March 22, 2019. Please contact me with any questions at [Robert.l.hannah@wv.gov](mailto:Robert.l.hannah@wv.gov) or (304) 825-6983. Our staff will be available for technical assistance, species selection advice and to suggest planting sites.

Sincerely,

Robert Hannah  
Urban Forestry Coordinator

Enclosures

**WEST VIRGINIA DIVISION OF FORESTRY**

**MOUNTAINEER TREEWAYS**

**2019 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 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 9, 2019.
6. All applicants must obtain prior approval for their planting plans from the public entity owning and/or managing the property.
7. All participants must maintain the project in good condition for at least three years after completion at their expense.
8. 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 22, 2019.** A complete application must consist of the following: the application forms, vicinity map(s), and signed agreement. Applications should be delivered to:

[Robert.l.hannah@wv.gov](mailto:Robert.l.hannah@wv.gov)

or

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: silky dogwood, redbud, pawpaw, sugar maple, red oak, Thank-you (English) oak, shagbark hickory, black walnut, black cherry, river birch, sycamore, bald cypress and white pine. **Only silky dogwood, redbud and pawpaw 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 2 feet except for pawpaw and shagbark hickory being less than 1 foot.**

**\*\* 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 the West Virginia Division of Forestry Offices, listed in Appendix B, during late March and early 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 10, 2018. 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 9, 2019; and maintain the trees in good condition for at least three years.

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

**WEST VIRGINIA DIVISION OF FORESTRY**  
**2019 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

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Email Address

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Telephone Number

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Email Address

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**2. SPECIES AND QUANTITY**

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a. Species

b. Quantity\*

Silky dogwood

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Redbud

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PawPaw (small)

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Sugar maple

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Red oak

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Thank-you (English) oak

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Shagbark hickory (small)

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Black walnut

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Black cherry	_____
River birch	_____
Sycamore	_____
Bald cypress	_____
White pine	_____
<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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**7. IN-KIND CONTRIBUTIONS**

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a. Describe the types and amounts of local resources involved (material purchase, loaned tools, loaned equipment and vehicles and professional services):

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**\*\* ATTACH VICINITY MAP AND AGREEMENT TO APPLICATION. \*\***

**APPENDIX A  
SPECIES DESCRIPTION**

**SILKY DOGWOOD**

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

**Height:** 10' to 15' (10' at age 30)  
**Width:** 10' to 15' (10" at age 30)  
**Crown:** round, multi-stemmed becoming open with maturity  
**Foliage:** opposite, simple 2" to 4" long, dark green leaves becoming brown or reddish purple in the fall  
**Flowers:** yellowish white, upright, flat topped, cymes persisting into June  
**Fruit:** porcelain blue drupe with white blotches favored by birds

**This native shrub occurs along streams and on moist soils throughout the state. Will add color and provide wildlife forage while performing well on shaded, riparian planting sites. No serious insect or disease problems with the exception of occasional scale**

**REDBUD**

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

**Height:** 25' to 30' (20' at age 30)  
**Width:** 25' to 35' (20' at age 30)  
**Crown:** broadly ovate that can be trained to a single stem with pruning  
**Foliage:** 3" to 4" heart-shaped, green leaves turning yellow in the fall  
**Flowers:** reddish to purple buds that open to pink emerging before the leaves in early spring  
**Fruit:** 2" to 3" pods, often abundant

This picturesque small tree is native to West Virginia with ascending branches and abundant bright flowers in the early spring. Can be used as a street tree in areas wide enough for the broad crown. Often develops multiple trunks with included bark which will require routine pruning when tree is young. Subject to Verticillium wilt and cankers.

**PAWPAW**

**(Delivery Height 6"to 12") – Small Seedlings**

**Height:** 15' to 30' (25' at age 30)  
**Width:** 15' to 20' (20' at age 30)  
**Crown:** dense pyramidal, multi-stemmed tree; can be pruned to single stem  
**Foliage:** 6" to 12" obovate-oblong, medium to dark green turning yellow in the fall  
**Flowers:** lurid purple, 1' to 2' across, emerging mid-May before leaves develop  
**Fruit:** 2" to 5", often elongated greenish yellow pods, turning brown, edible

An interesting native tree that commonly grows in moist, deep soils along streams in West Virginia. The fruits have a sweet, banana-like flavor with a custard consistency that are prized by many people and wildlife. Somewhat difficult to transplant and should be planted when small. Tends to form dense groves of multi-stem small trees along streams. Usually found as an understory species but also does well in full sun and can be pruned into a single stem tree. No serious insect or disease threats.

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

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

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 1' to 2')**

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

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.

**THANK-YOU (ENGLISH) OAK****(Delivery Height 1" to 2')**

**Height:** 60' to 80' (40' at age 30)  
**Width:** 50' to 70' (45' at age 30)  
**Crown:** broadly ovate to globose with age with a medium texture  
**Foliage:** 3" to 5", lobes rounded, dark green leaves with pale underside turning brown in autumn  
**Flowers:** inconspicuous  
**Fruit:** 1" to 2" acorns with heavy crops at 2 to 4 year intervals

This tree is actually an English oak but goes by a different name at our nursery due to its interesting background. After World War II, French citizens loaded 49 boxcars with a variety of items and sent them to the United States in appreciation for the nation's efforts during World War II. One boxcar was assigned to each state and the District of Columbia. Within West Virginia's boxcar were small English oak transplant trees and acorns. Those trees and acorns in turn were transferred to the state's tree nursery, where they are still grown today. This is a stalwart tree that has been widely cultivated in its native Europe for centuries. It is well suited for open spaces and tolerates drought, pollution, and a wide range of pH.

## **SHAGBARK HICKORY**

**(Delivery Height 6" to 12") – Small Seedlings**

<b>Height:</b>	<b>60' to 80' (30' at age 30)</b>
<b>Width:</b>	<b>40' to 70' (30' at age 30)</b>
<b>Crown:</b>	<b>oblong to broadly round at maturity</b>
<b>Foliage:</b>	<b>pinnately compound with 4" to 6" oblong to elliptical leaflets, commonly 5 leaflets per leaf and occasionally 7, deep green leaves pubescent below turning yellow in the fall</b>
<b>Flowers:</b>	<b>monoecious: male catkins on previous year's twig growth, while female pistillate flowering spikes occur at the terminus of the current season's growth. Flowering occurs in mid-spring</b>
<b>Fruit:</b>	<b>1" to 2" diameter nut, with a husk that is 1/8" to 1/2" thick which splits completely open when the nut is mature.</b>

A tree native to West Virginia that is easily identified because its bark separates into large, irregular shaped strips that curve out at both ends, giving the trunk a rough, shaggy appearance. Shagbark hickory is the prime wood used for tool handles because of its exceptional strength and shock resistance as well as the production of fine quality kitchen cabinets and counters. Another important use is for smoking meats because of the excellent favor the smoke imparts. The nuts are prized for their flavor but are difficult to crack and recover the kernels. They are used by several species of wildlife including squirrels, chipmunks, raccoons, turkeys, grosbeaks, woodpeckers, bluejays, and nuthatches. This large tree is relatively free of diseases and pests and should only be planted in open spaces well away from potential over-head or hardscape conflicts.

## **BLACK WALNUT**

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

<b>Height:</b>	<b>50' to 80' (30' at age 30)</b>
<b>Width:</b>	<b>45' to 75' (25' at age 30)</b>
<b>Crown:</b>	<b>oval to rounded and somewhat open</b>
<b>Foliage:</b>	<b>12" to 24" pinnately compound leaves, dark green and fragrant when crushed, yellow in the fall</b>
<b>Flowers:</b>	<b>male catkins and female flowers on spikes</b>
<b>Fruit:</b>	<b>thick-walled, hard shell, with a sweet oily nut prized by wildlife</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 West Virginia with highly valuable wood used for veneer, gun stocks and furniture. Makes an excellent addition to parks or other green spaces while supplying wildlife with a valuable food source.

## **BLACK CHERRY**

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

<b>Height:</b>	<b>50' to 100' (40' at age 30)</b>
<b>Width:</b>	<b>30' to 70' (35' at age 30)</b>
<b>Crown:</b>	<b>pyramidal becoming oval with maturity with medium texture</b>
<b>Foliage:</b>	<b>2" to 5" lance-oblong leaves, yellow to red in the fall</b>
<b>Flowers:</b>	<b>showy white pendulous racemes 4" to 6" long</b>
<b>Fruit:</b>	<b>small red cherries changing to black in late summer</b>

This attractive tree is suitable for parks and large open spaces and provides excellent wildlife forage. It is native and abundant in West Virginia and the fruit can be used to make jelly and wine. It is also a valuable timber tree that grows on a wide range of sites, with the best quality being found in the Allegheny highlands.

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

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

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.

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

**Height:** 60' to 80' (50' at age 30)  
**Width:** 20' to 45' (30' at age 30)  
**Crown:** conical to columnar, medium-fine texture.  
**Foliage:** deciduous, turning gold/orange in autumn, needles 1/2" to 1" long  
**Flowers:** inconspicuous  
**Fruit:** cones are 1 1/2" and disintegrate when mature

Magnificent landscape tree for open areas and planting in groves. This native tree is intolerant to shade and is relatively free of serious insect and disease pests. Tolerates a wide range of soil conditions except pH over 7.5. Transplants very well and grows quickly on most sites.

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

**Height:** 50' to 100' (50' at age 30)  
**Width:** 25' to 50' (25' at age 30)  
**Crown:** symmetrically pyramidal in youth becoming more open and very distinctive with maturity  
**Foliage:** five bundled needles, 2" to 4" long, soft and pliable  
**Flowers:** monoecious, staminate clustered and yellow  
**Fruit:** cones are 3" to 7" long, 1 1/2" broad and light brown and resinous

This picturesque and large evergreen is native to the northeastern U.S. and much of Canada. It is without equal among other conifers in terms of appearance and landscape value. The species can be severely impacted by White Pine blister rust and weevils. It is very sensitive to de-icing salt and should be planted away from roads and parking lots.

## APPENDIX B

### WEST VIRGINIA DIVISION OF FORESTRY

#### TREE DELIVERY LOCATIONS

##### **Farmington**

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

##### **Buckhannon**

West Virginia Division of Forestry  
61 5<sup>th</sup> Street, Building 1, Suite 201  
Buckhannon, WV 26218  
(304) 541-8126

##### **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

##### **Elizabeth**

West Virginia Division of Forestry  
25 Schoolview Street  
Elizabeth, WV 26143  
(304) 275-0261

**\*\* Distribution questions should be directed to Robert Hannah, Urban Forestry Coordinator at [Robert.l.hannah@wv.gov](mailto:Robert.l.hannah@wv.gov) or (304) 825-6983. \*\***

**APPENDIX C**

**2019 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 9, 2019.

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**