



NM NeighborWoods Tree Planting First Contact Questionnaire

Tree New Mexico (TNM)

Please email Tamar Randall at trandall@treenm.com

REVISED 9/14/2022

1. Location Name, Physical Address, Phone Number:
2. Business Owner/Executive Director Name, Email Address, Phone Number, preferred method of contact:
3. Main Point of Contact's Name, Relationship to Location/Title, Email Address, Phone Number, preferred method of contact.
4. Describe the project and the need for trees. Tell us the compelling what and why for our grant writing.
5. Tell us more about your business/nonprofit. Who are your customers? What is your mission? How long have you been in business? Is your website updated? Please list your website link and any social media sources we can use to get to know you better.
6. Tell us about your land. (Please include size, flat or inclined, sand or clay, trees that need to be removed. (Please note that TNM does not remove trees or soil or debris of any kind, this needs to be done by your business or a contractor.):
7. How many new trees can the location sustain (just a rough estimate.) If you cannot estimate, please attach a picture of the area/s and give us the dimensions).
8. What are the future plans for the site and the timeframes? Construction, demolition, relocation of buildings, etc., and will they effect the current planting site being considered?
9. Can water be run to planting sites on planting day? A hose tied to a spigot or water tank in each of the planting areas is fine.

10. Can you commit to watering the trees several times a week for three years? (Tree New Mexico does not do any irrigation or irrigation coordination.)
11. Does a specific contractor need to do all the hole digging on the site? Or can our contractor dig on the property? (For our contractor we would need the existing water/irrigation and electrical irrigation, etc. marked, and a written agreement allowing the contractor to dig. Our contractor also provides mulch for the planting.)
12. Do you have approval from the governing authority that holds and makes decisions for the landscape you are seeking to plant? (For example, the design/facilities, maintenance and operations departments, or the board, or the owner of the land and facilities, etc.)

Yes _____ (please provide verification)
No _____ (see #13 below)
13. If not, are you prepared to seek approval right after an initial site visit by TNM if we and you agree the project has potential to be a good TNM community-based planting?
14. Can you provide a plan and take action to keep people away from the hole-digging equipment and activity that is required on hole-digging day and tree/mulch delivery days?
15. Do you have a secure tree staging location for overnight storage of the trees and a way to water them after delivery the day before the planting?
16. Several trucks (trees, mulch, and digging equipment, if required) need access to the property to plant trees. Can you provide access to the planting/staging sites that will ensure there are no safety incidents?
17. Please explain how your business/community would like to participate in the planting of the trees? How many volunteers would like to learn how to plant a tree for maximum survivability and plant with a trained team leader?
18. What financing is the business able to bring to the project? Do you have a budget? Have you worked through the total cost, and do you have a plan?