

# Community Woods

## TIMELINE

### CONGRATULATIONS!

Your application has been approved by the TreesCharlotte team and will be part of our next planting season! So... what's next?



#### *Spring/Summer*

Meetings with relevant leadership will be scheduled to discuss the proposed event, and the initial planting plan will outline basic tree information. Specific species details will be shared closer to the planting date in collaboration with local growers. Please note that specific tree species cannot be guaranteed. Organizational leadership approval is required for the project to proceed.

#### *Summer*

After creating the planting plan, we'll share it with you for any edits, suggestions, or changes. Your feedback will be incorporated, and the final planting plan will be ready by fall.

#### *By September 1st*

We'll let you know whether your event is scheduled for the fall or spring. Spring events will be confirmed by December 1st.

#### *Early Fall/Early Winter*

For fall events, you can expect contact from TreesCharlotte representatives in September or October to discuss event details; anticipate outreach between November and December for winter events. The Event and Volunteer Manager will review event logistics for on-site tree adoptions.



#### *1-2 Months Before Event*

We will handle planting details, volunteer signups, and, if applicable, the tree adoption process. We will depend on you to spread the word and encourage neighbors to register. Organizations can hire a private line locator to mark utilities. Connect with our Event & Volunteer Manager for more details.



#### *Post Event*

During the first year, TreesCharlotte will water the trees during the hotter months (typically April to October). Our TreeKeeper team will perform structural pruning on the planted trees during the second, fourth, and sixth years. If you would like more information, please consult the [CommunityWoods Care Guide](#).





# Community Woods CHECKLIST

## LET'S GET READY!

There's a lot that goes into a successful tree planting/tree adoption event. While TreesCharlotte works to create planting plans, order the trees, and organize event logistics, we have a list of tasks for you, too!

### *Assemble Your Team*

In addition to you - the applicant - we suggest you recruit some help. We strongly suggest you add at least two community members: The landscape chair and communications chair (or equivalents). This will ease the planting plan approval process and ensure you can reach all of your neighbors with important details leading up to event day.

### *Communications*

Once your event is approved, get your community excited by sending a Save the Date email/newsletter notice. Months before the event, TreesCharlotte is happy to send a representative to speak at board meetings, annual meetings, or festivals. Closer to the event, send emails and post flyers to recruit volunteers. Templates for all these communications are available in the [CommunityWoods Toolkit!](#)

### *Board Approval*

If your organization has a governing body, we will require its approval of any planting plans and event logistics.

### *Event Help*

Recruit neighbors to help plant or adopt trees on the day of the event. Plenty of jobs exist, from checking in registrants to planting trees to loading trees into cars. TreesCharlotte will bring sponsored volunteers to the event.

### *Tree Care*

New trees require about five gallons of water a week. While TreesCharlotte will cover watering during the hot months of the first year, we recommend supplemental watering during the first three years as needed. Please plan to mulch the trees annually.





# CommunityWoods

## RESOURCES

### IT TAKES A VILLIAGE

It truly takes a village to make a CommunityWoods event happen. Here are some key contacts and resources that you may need:



#### EVENT LOGISTICS

*Christian Battistini*

christian@treescharlotte.org



#### TREE PLAN/CARE EXPERTISE

*Heather Brent*

heather@treescharlote.org



#### COMMUNITY ENGAGEMENT

*Joi Mayo*

joi@treescharlote.org



#### WATERING

*George Daniels*

704-400-4930

TreesCharlotte uses George Daniels at New Beginning Landscapes for watering jobs. He'll happily give a quote for watering for subsequent years.



#### AUGERING

*Derrick Adams*

704-995-1764 | roundtreeco@gmail.com

TreesCharlotte will typically auger holes for trees planted in common spaces. If you are interested in a quote for auguring a hole on private property, our provider is Derrick Adams at Roundtree Companies.



#### TREE SPECIES INFORMATION

*TreesCharlotte*

[TreesCharlotte.org/tree-plantin-list-2/](https://treescharlotte.org/tree-plantin-list-2/) [Arboday.org/trees/treeGuide/](http://Arboday.org/trees/treeGuide/)

