

**Historic Woodlawn Cemetery & Arboretum
Request for Proposal
Technical Expert and Curriculum Consultant for
Urban Teen Tree Training Program
Proposals Due Friday, October 4th, 2024**

Historic Woodlawn Cemetery & Arboretum is seeking a Curriculum Consultant (with knowledge of urban forestry and horticulture) to assist in facilitating a Teen Tree Training Program at Woodlawn Cemetery. This is a multiyear program from 2024 – 2029. Woodlawn is a Co-recipient of the City of Toledo’s Urban and Community Forestry Program (RE-TREE) for a Youth Urban Forestry Training Program.

Overview:

Historic Woodlawn Cemetery & Arboretum Foundation mission is to provide the resources support and education necessary to preserve, enhance and share the heritage, natural beauty and architectural significance of the historic Woodlawn Cemetery. Through partnerships we offer programs in History, Art and Nature, on site, as well as, off site through our speaking engagements. Our current outreach programs include: two semiannual Tree and Tombstone tours, two weekly programs: Woodlawn Walkers, (over 6,000 miles) and Birds of Woodlawn (200 bird species, OSU extension Monthly Trees of Woodlawn Series, three summer evening history strolls, Memorial Day Event (placing over 6,000 flags) and two scout programs: PoetTrees and Stories in Stone. In the past ten years these events have brought thousands of visitors to experience the history, art and nature of Woodlawn.

Woodlawn is a certified level II Arboretum the cemetery's first superintendent, horticulturist Frank Eurich (1876-1900), created a mixture of rare and common, national, and international flora. A 2021 survey documented over 1800 trees of 138 tree species.

City of Toledo’s Urban and Community Forestry Program (RE-TREE) for a Youth Urban Forestry Training Program

The City of Toledo has been awarded \$6,098,294 through the Urban and Community Forestry Program for the RE-TREE Toledo (Restoring and Enhancing Tree Canopy for Resilience, Equity, and Engagement in Toledo) project.

- The primary goal of RE-TREE Toledo is to restore, expand, and protect urban trees and forests, with a particular focus on addressing the tree equity gap in Toledo's disadvantaged communities. Toledo’s 10 lowest-canopy census tracts are all in disadvantaged communities. All the project's benefits will be directed towards these disadvantaged communities, ultimately benefiting over 83,000 residents across 36 census tracts.
- Woodlawn is a Co-recipient of the City of Toledo’s Urban and Community Forestry Program (Re-Leaf) for a Teen Tree Training Program
 - To create a paid summer training program for 56 Toledo Public Schools students, with forestry employment opportunities upon completion. Community education, outreach, and engagement in urban forest stewardship will complement the program’s key objectives.

The Goal of the Youth Urban Forestry Training Program:

Prepare students for entry level positions with the City of Toledo Forestry Division, and arborist positions with private companies. Understanding the value of trees and be able to communicate that to the community. Develop strong work ethics and professional skills for a foundation for success.

A program for grades 9-12. 6-week paid summer program for teens, spending 20 hours per week learning about tree ID, tree biology, tree stewardship, tree care and an introduction to professional opportunities. Hands-on field training, planting, tree care, tree health diagnosis and getting to know their neighborhood forests and advocating for their community's health and well-being.

Partner with Toledo Public Schools to recruit a total of 56 high school students from DACs for the Summer Teen Tree Training program.

GENERAL SCOPE OF WORK

- Development Teen Tree Training curriculum meeting requirements of an entry level positions with the City of Toledo Forestry Division and arborist positions with private companies.
- Develop program materials and workbooks for students training
- Secure experts in Forestry to teach curriculum topics, with experience in training youth as well as a deep set of connections with the Urban Forest.
- Help develop evaluation assessments tools for both students and trainers.
- Work with TPS for student recruitment as well as student requirements.

QUALIFICATIONS

- Experience in working with youth
- Experience in working with The City of Toledo
- Experience in Program Development
- History in working with both State and Private organizations in Tree Training, Care and Outreach
- Facilitate tours or workshops in Urban Tree
- Familiar with Woodlawn and Forest Cemetery Tree collections

REQUIREMENTS OF PROPOSAL

- Name of organization/ title and responsibilities
- Statement of qualifications
- Three references
- Statement of interest/ intent

SCORING CRITERIA

The following table will be used as a consideration in evaluating qualified RFP submittals. Interviews will be scheduled to review proposals.

Maximum Pts

Background and Experience	30
Working with Youth	30
Experience in Urban Forestry	30
Statement of interest/intent	10
Total Points	100

SUBMISSION

To be considered for review and selection, applicants must submit (digital emailed in pdf format), of their proposal to Woodlawn Cemetery & Arboretum. All submissions will be in the possession of the Historic Woodlawn Cemetery no later than 5:00 p.m., local time, on Friday, Oct. 4th, 2024 in order to be considered. Forward proposals to: Woodlawn Cemetery & Arboretum 1502 W. Central Ave Toledo, OH 43606 Attn: Will Sloane, Director Email: Will@LFSloane.com.