



## Iowa's Living Roadways Community Visioning Applicant Checklist

Please use this checklist to ensure all application requirements are met and that all materials required for submission are completed:

Read the [Iowa's Living Roadways Community Visioning Information for Applicants](#) document

- This document can be found at:
  - <http://communityvisioning.org/apply>
  - [http://www.treesforever.org/Community\\_Visioning](http://www.treesforever.org/Community_Visioning)

Ensure all updates for your version of Adobe are current

- For assistance please call Alida Selim at 319-373-0650, ext. 124

Download the [Iowa's Living Roadways Community Visioning Application](#) – fillable Adobe PDF document

- The application can be found at:
  - <http://communityvisioning.org/apply>
  - [http://www.treesforever.org/Community\\_Visioning](http://www.treesforever.org/Community_Visioning)
- Download and open the fillable PDF application in Adobe for full functionality
- Save a copy of the application to your computer

Read through the entire application prior to completing it.

Complete all sections of the application:

- 1) Applicant Information
- 2) Recent Consulting Services (A-E)
- 3) Community Narrative (A-C)
- 4) Steering Committee Information (A-B)
- 5) Commitment and Support Letters (A-C)
- 6) Statement of Assurances and Agreement

Submit the completed application and all required attachments by the deadline date of September 1:

- Electronic submission is preferred – e-mail the completed Adobe PDF application (including the steering committee information sheets) and all confirmation and support letters to [aselim@treesforever.org](mailto:aselim@treesforever.org).
- Paper copies will be accepted as long as they have a postmark no later than September 1 and are printed on 8 ½" x 11" paper. Mail the printout of the completed Adobe PDF application (including the steering committee information sheets) and all confirmation and support letters to:
  - Iowa's Living Roadways Community Visioning Program  
c/o Trees Forever  
770 7<sup>th</sup> Avenue  
Marion, IA 52302

Celebrate the completion and submission of your application!

### **Please note:**

Communities selected to take part in the Iowa's Living Roadways Community Visioning program should be notified by late-September. If your community is selected, all members of the steering committee will be encouraged to attend the Iowa's Living Roadways Celebration in Ames, IA, in November.

### **Have questions or need assistance?**

If you have any questions or require any assistance as you prepare your application, please contact Alida Selim at 319-373-0650, ext. 124, or [aselim@treesforever.org](mailto:aselim@treesforever.org).