



**2024-2025 Tree Steward Mini-Grant  
Request for Reimbursement & Reporting Requirements  
Due June 1, 2025 (or before)**

Name of Tree Steward Group:
Title of Mini-Grant Project:
Total Awarded for Project: \$
Amount of Reimbursement Requested for this project (please attach receipts): \$
Please include exactly who check should be payable to and address to send check to:
Describe how the Mini-Grant Project was completed, including successes and lessons learned:
Number of Tree Stewards/other volunteers involved in this project:
Number of Tree Steward volunteer hours spent specifically on this project or using items purchased.
Accumulated Tree Steward volunteer hours for all projects in your Tree Steward group  June 1, 2024 to December 31, 2024:  January 1, 2025 to June 1, 2025:
Number of Tree Steward <u>members</u> as of June 1, 2025:
Additional information and pictures in a narrative report are greatly appreciated along with this form.  Submit electronically <a href="mailto:treesvirginia1@gmail.com">treesvirginia1@gmail.com</a> or mail in with receipts by June 1, 2025 to: Trees Virginia, Attn: Becky Woodson, 900 Natural Resources Drive, Charlottesville VA 22903