



Hazardous Vegetation Removal Reimbursement Grant Program

APPLICATION / FY 26-27

HAZARDOUS VEGETATION REMOVAL PROGRAM

The Kensington Community Services District (KCS D) provides reimbursement funds after removing hazardous vegetation from Kensington properties to reduce fire loads around properties to help protect your home, your neighbors' homes, and the entire community.

This reimbursement grant program encourages the removal of hazardous vegetation near homes and near streets that will be used in the event of evacuation. Within each awarded grant, each property can be reimbursed for up to \$2,000 based on available funding budgeted for this purpose for project work that is quoted at \$2,000.00 or below. Larger projects ranging between \$2,001 to \$7,500 will be funded at 75% of the project value with a 25% property owner cost share. Projects exceeding \$7,500 per parcel have a maximum reimbursement of \$5,625.

HOW WILL PROJECTS BE PRIORITIZED?

Projects will be rated and prioritized based on the following criteria:

(A) Hazardous Vegetation Types

Removal of highly flammable plants such as bamboo, juniper, eucalyptus, and other species listed on the KCS D Plant List under Highly Flammable Plants. This list is found by visiting www.kensingtonfire.org/plants

(B) Proximity to Structures and Roadway

Hazardous vegetation removal preferably should be within 30 feet of the residence or 10 feet from roadways.

APPLICATION PROCESS

1. Obtain a quote and complete the online application.

Request a quote from a gardening or vegetation removal service provider.

Note: Vegetation removal completed prior to receiving grant approval is not eligible for reimbursement.

Pricing may vary significantly depending on factors such as the provider's reputation, business size, experience, and the scope of the project. While obtaining multiple bids is encouraged, property owners are responsible for selecting a service provider based on their own judgment.

2. Site visit by KCS D Coordinator.

After your application is submitted, the KCS D Coordinator will contact you to schedule a site visit. During the visit, the coordinator will verify project details and take photographs of the site.

3. Application review and approval.

Your application will be reviewed by a panel composed of members from the KCS D Emergency Preparedness Committee and the General Manager. If approved, you will be notified to proceed with the vegetation removal work.

Note: Vegetation removal completed prior to receiving grant approval is not eligible for reimbursement.

APPLICATION PERIOD MAR. 1, 2026 - MAY 31, 2026

KENSINGTON COMMUNITY SERVICES DISTRICT HAZARDOUS VEGETATION REMOVAL REIMBURSEMENT GRANT FORM

Need assistance? Have questions?

Contact the KCSD Emergency Preparedness Coordinator at prepare@kensingtonfire.org

SUBMIT THIS COMPLETED FORM TO: prepare@kensingtonfire.org

Or fill out an application online by visiting www.kensingtonfire.org/grant

This application is to be filled out by the homeowner/resident (with property owner authorization).

Resident Applicant Information- -

Resident Name: _____

Street Address (Kensington properties only apply): _____

Phone Number: _____ Email: _____

Project Details

Detail the targeted hazardous vegetation and the relative location to the structure and/or roadway:

Hazardous Vegetation Type:

- Plant Name: _____
- Plant Name: _____
- Plant Name: _____
- Plant Name: _____
- Plant Name: _____
- Plant Name: _____

Location of Hazardous Vegetation: (Select all that apply)

- | | |
|---|---|
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |
| ☐ w/i 30' of Structure | ☐ w/i 10' of Roadway |

Removal Service Provider: _____

Quote Estimate: \$ _____ Quote Expiration Date _____

Please include a copy of the quote with your application.

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Parcels that have previously been awarded funds through this program—regardless of the amount received—will be ineligible for future reimbursement under this grant.

APPLICATION-PROGRAM TERMS & CONDITIONS

1. Eligibility: 1.1 Applicants must be residents/property owners within the Kensington Community Services District. 1.2 The program is specifically intended for the removal of hazardous vegetation from Kensington parcels. 1.3 Hazardous vegetation does not include grasses targeted in the Annual Vegetation Management Standards Inspections performed by the El Cerrito Kensington Fire Department. 1.4 Parcels that have previously been awarded funds through this program—regardless of the amount received—will be ineligible for future reimbursement under this grant.

2. Grant Amount: 2.1 The program will reimburse up to \$2,000 for documented expenses related to hazardous vegetation removal per qualifying participating parcels for projects expensed at \$2,000 and below, projects expensed between \$2,001 and \$7,500 will have a property owner cost share of 25% (reimbursed at 75% of the project cost), Projects exceeding \$7,500 per parcel will have a maximum reimbursement of \$5,625. 2.2 Any remaining funds not utilized by the applicant will be returned to the Hazardous Vegetation Removal Reimbursement Grant Fund for future use.

3. Documentation Requirements: 3.1 Applicants must provide valid receipts for vegetation removal incurred during the project period. 3.2 Receipts should indicate the nature of the expenses, such as labor and disposal of hazardous vegetation.

4. Eligible Expenses: 4.1 Eligible expenses are limited to removing and disposing hazardous vegetation. 4.2 Ineligible expenses include general maintenance, hardscaping, and replanting of replacement vegetation. 4.3 Funds are to be used solely for the cost of hazardous vegetation removal as approved.

5. Application Process: 5.1 Applicants must submit a completed application form along with supporting documentation provided by the KCSD. 5.2 The Emergency Preparedness Hazardous Vegetation Removal Reimbursement Grant Program Committee will review applications and determine eligibility based on the provided information. 5.3 Property owners must authorize participation in the grant program. 5.4 Each application shall include: a applicant contact information, participating property information, photos taken by the Emergency Preparedness Coordinator during the site visit, a description of the vegetation to be removed by parcel, cost estimates from the removal contractor, and a timeline for completion. 5.6. KCSD Board members and Emergency Preparedness Committee members cannot apply for or be part of a grant application. 5.7 District Board members and members of the EPC shall recuse themselves from reviews or recommendations on a submittal if there is a personal connection to a participating parcel. 5.8 Hazardous Vegetation Removal Reimbursement Grant Program Committee will use the following criteria to review and prioritize applications submitted based on available funds:

I: This program focuses on targeting highly flammable plant species such as juniper, bamboo, and eucalyptus and can include plants from the KCSD Hazardous Plant List: (www.kensingtonfire.org/plants).

II: Vegetation to be removed should be within 30 feet of a residence and/or 10 feet from a roadway.

6. Fund Disbursement: 6.1 Approved grants will be awarded once the reviewing Committee verifies the legitimacy of the scope of work, the District Board approves of the grant award and all documentation has been reviewed and approved by the KCSD General Manager. 6.2 Funds will be distributed via check mailed via United States Postal Service to the applicant's addresses indicated in the application. 6.3 Please allow up to 6 weeks to receive reimbursement upon approval of final project documentation.

7. Grant Fund Management: 7.1 Any funds remaining in the Hazardous Vegetation Removal Grant Program Pool after all eligible applications have been processed will be earmarked for future projects within the Kensington Community Services District.

8. Compliance: 8.1 Grant recipients must adhere to all local regulations and guidelines related to hazardous vegetation removal.

9. Amendments: 9.1 These terms and conditions are subject to change at the discretion of the Kensington Community Services District. 9.2 Any amendments will be communicated to applicants and posted on the official program website.

By submitting an application, the applicant agrees to abide by these terms and conditions. The Kensington Community Services District reserves the right to deny any application that does not meet the specified criteria or fails to comply with the guidelines outlined herein.

ACKNOWLEDGMENT

I hereby certify that the information provided in this form and in any attached documentation is true and correct to the best of my knowledge. I understand that the Kensington Community Services District may require additional documentation and that my application may be subject to verification procedures. I acknowledge that the reimbursement is subject to funding availability and program guidelines. I agree to comply with all program requirements and understand that any misrepresentation may result in the denial of my request.

Applicant Signature: _____

Date: _____