Tree Donation

Tree sponsors can select the type of tree to be planted from a variety of tree species suitable for planting by the Park District, depending on the season. The Park District Forester will work with tree sponsors to choose the parks and specific planting sites for the trees.

Types of Trees

Shade Trees
Commonly taller than 50 feet at maturity, these trees cast cool shade, provide wildlife habitats and contribute an array of fall color to our autumn season.
- Red Maple, Sugar Maple, Ohio Buckeye, Northern Catalpa, Kentucky Coffee Tree and American Basswood.
- Spring planting only:
  - Red Oak, Bur Oak and Swamp White Oak.

Ornamental Trees
Intermediate in size, most ornamentals reach a height of 15 to 30 feet. They contribute interest to the landscape through flower, fruit, fall color and form.
- Serviceberry, Blue Beech, Crabapple and Hophornbeam.
- Spring planting only:
  - Black Alder, River Birch and Red Bud.

Conifers
These cone-bearing trees grow to heights greater than 50 feet and have needles, some on their twigs singularly or in groups. Most are evergreen, but some drop their needles in the fall. All evergreens transplant best in spring.
- Ponderosa Pine, Eastern White Pine, Bald Cypress (Deciduous), Norway Spruce, White Spruce, Green Spruce and Douglas Fir.

Sponsor a Tree or Bench

The Downers Grove Park District’s Park Donation program adds beauty, color and texture to our suburban landscape and benefits the entire community.

You can sponsor a tree or bench:
- to remember loved ones
- to recognize special people
- to celebrate a marriage; the birth of a child; or a special anniversary
- to keep our community growing

Businesses and civic groups can also contribute to the community’s beautification through tree and bench sponsorship.
Donation Program Information

The Downers Grove Park District, a tax-exempt entity, accepts donations to restore and improve Downers Grove’s parks and open spaces. Trees and benches make great gifts to both your beneficiary and your favorite park. Best of all, your donation is tax deductible and supports parks community-wide!

Park Benches
People may donate new or dedicate existing park benches. Whether existing or new, a donor recognition plaque will be installed on the bench.

Park Trees
Choose any Downers Grove park with planting availability. A donor recognition plaque will be installed with the tree.

Other Opportunities**
Contact the District regarding additional park amenities, including fountains, pavilions, playgrounds, etc.

Donation Program Application

Before filling out this form, please call (630) 963-1304 and ask to speak with the Public Information Supervisor about your donation. All applications are reviewed for appropriateness and subject to approval. Please type or print legibly.

1. Applicant Information
   Name
   Address
   Phone
   City, State, Zip
   Fax
   Email

2. Donation Information (Please indicate the donation type - The District will accommodate request if possible)
   □ New Bench  □ Existing Bench  □ Park Tree  □ Other

3. Location Information (Please indicate the location of donation type - If tree, indicate desired tree species. The District will accommodate request if possible)

4. Donation Amount (Please see the reverse side for donation levels)
   □ Neighborhood Park  □ Flagship Park  □ Corporate Donor
   $____________________

5. Bench Plaque (Maximum of 75 characters - reviewed for appropriateness and subject to approval)

6. Payment
   The Downers Grove Park District is a tax-exempt entity. Donations to the District may be tax deductible. Please make your check payable to the "Downers Grove Park District" or for credit card payment, please contact the Registration Office Manager at (630) 963-1300.

7. I have read, fully understand and agree to abide by the Tree and Bench Donation Program.
   My signature below indicates that I have read this document in its entirety, consulted with the Downers Grove Park District, Public Information Supervisor, and understand that:
   A. The District makes all final decisions, including but not limited to availability, bench location, bench style, tree location and tree species.
   B. All language used on recognition plaques is subject to approval.
   C. As a tax-deductible donation, all donated items are the property of the Downers Grove Park District and will be maintained according to District priorities.
   D. At the end of the dedication period, the donated item will be available for renewal with the first right of refusal given to the original donor.

Signature of Donor

Date____________________

Tree & Bench Donation Program

1. This program is designed to enable residents and park users to support Downers Grove parks through a tax-deductible contribution. Contributions will be acknowledged by a donor recognition plaque/medallion. The recognition plaque/medallion is symbolic of the donation and does not entitle the donor to ownership of the particular donated element.
2. Only tree and bench donations are covered by this program. A donor requesting any other donation, dedication or memorial must apply to the District.
3. Donation applications will be reviewed throughout the year; however, plaques/medallions, trees and benches will be installed only twice per year—spring and fall.
4. Complete funding for the donation must be processed before the commencement of any work. The current donation levels are stated herein. These amounts are adjusted periodically.
5. A bench donation period will last ten (10) years. After ten (10) years the donated element will be available for renewal for the cost of a new donation with the first right of refusal given to the original donor. If the original donor opts not to renew, the donated element and plaque may be removed or re-designated at any time.
6. A tree donation continues throughout the life of the tree, and a minimum of ten years.
7. The District retains the right to relocate a donated element and plaque/medallion at any time. If an element needs to be relocated the District or representative will contact the donor to discuss alternative locations; the District will make the final determination.
8. The District, in collaboration with the donor, will determine the tree species and location.
9. The donor shall select a bench from the existing or dedicated park benches. A bench may only be installed in a new location with the approval of the District.
10. A maximum of 3 lines of text and 25 characters per line is permitted on the dedication plaque/medallion. No corporate logos will be permitted. Text is subject to approval of the District Design Review Staff.
11. This program does not supersede the regulations or ordinances of the Downers Grove Park District.

Example of Tree Medallion
5-inch round bronze plaque – name & date only

LOCATION MEMORIAL

J O H N S M I T H 2 0 1 1

Marketing Manager  □ Approved  □ Not Approved
Design/Staff Review
Date Installed
Installed By
GPS Location Data