



Reforesting Our Home, One Tree at a Time

A Toolkit for NWTf and Partners on Organizing Tree-growing Activities



Message from the Team

Good day!

In the intricate tapestry of life, environmental stewardship emerges as a sacred commitment to protect our planet's delicate balance. This responsibility is a promise to preserve the priceless beauty of our world. Negros Women for Tomorrow Foundation, Inc. (NWTF) shares this view, recognizing trees as guardians against climate change, air pollution, and habitat loss, serving as the lungs of our Earth.

Every tree planted creates a physical representation of hope and an investment in a sustainable future. By accurately planting more trees, we all take on the role of environmental stewards and join the worldwide conservation movement.

NWTF developed this toolkit to empower people on their journey, driven by the urgency of protecting our planet. This toolkit will offer tips on planting and growing trees, engaging the community, and sustainable practices. It will act as a guide toward a greener, healthier world.

As an individual, government, company, and organization, now is the time to take action! With our collective efforts, let us share knowledge and resources to build a community committed to the well-being of our planet. With this, NWTF hopes these partnerships will not only foster stewards but will also pave the way for people to create sustainable communities for the coming generations.

We hope that using this toolkit transforms individuals into agents of positive change, sowing the seeds for a greener tomorrow. We invite you to share this journey with our Dunganon family and, together, let us cultivate a legacy of responsible stewardship for the well-being of generations to come.

Regards,

Suzzette D. Gaston
Executive Director



"Someone is sitting
in the shade today
because someone
planted a tree a long
time ago."

— Warren Buffet



Contents

p.01

Overview

What's inside
the toolkit?

p.02

The 5 Ws of a
tree-growing
activity

- Who
- What
- When
- Where
- Why

p.06

Tree-growing
activity ideas

p.07

Organizer's
checklists

- Pre-event checklist
- Event proper checklist
- Post-event checklist

p.09

Acknowledgments

Overview

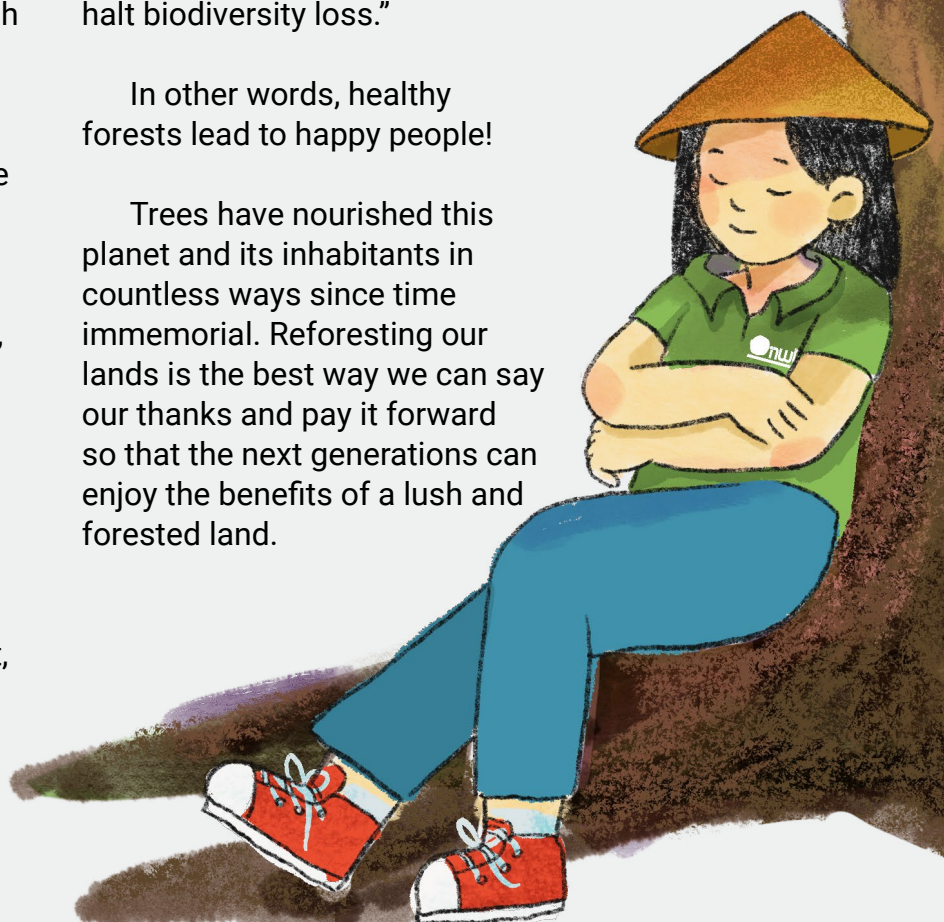
To celebrate NWTF's 40th Founding Anniversary, the NWTF family, together with our dedicated partners across the Philippines, is launching **"ONE MILLION TREES and Counting: Towards a Sustainable Dunganon Community."**

This campaign is aligned with the reforestation campaign of our country's National Greening Program, which shares the foundation's mission to enhance climate change mitigation and adaptation (Executive Order 193 s. 2015), promote food security, environmental stability, and biodiversity conservation, and reduce poverty. It is in line with RA 11292, "The Seal of Good Local Governance Act of 2019," specifically under the Environmental Management category, Parks and Green Spaces Development, encouraging local government units to establish and maintain more green spaces within their jurisdiction.

It also reflects Social Development Goal 15 of the United Nations, Life on Land, to "protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss."

In other words, healthy forests lead to happy people!

Trees have nourished this planet and its inhabitants in countless ways since time immemorial. Reforesting our lands is the best way we can say our thanks and pay it forward so that the next generations can enjoy the benefits of a lush and forested land.



WHAT IS INSIDE THE TOOLKIT? This toolkit is intended to be our guide in materializing this shared vision we have for a greener world to live in. Inside, you will find helpful resources such as printable checklists, step-by-step guides, team-building activity ideas, and tips from experts to aid you in organizing your own organization-wide tree-growing activity. Whether it's your first or nth tree-growing activity to organize or participate in, there's something inside this toolkit for everyone to take away.

The 5 Ws of a Tree-growing Activity

Refer to this section as a guide for navigating the *Who, What, When, Where, and Why* of putting together a tree-growing activity.

Who?

Identify the key individuals needed in putting together a tree-growing activity.

Assemble a core group.

- Pick a head organizer who will be tasked to spearhead the planning and coordination.
- Form committees for task delegation. See that the following is covered:
 - Registration
 - Photo and documentation
 - Marketing
 - Food and water
 - First aid

Coordinate with the local barangay.

- Make sure that the barangay officials are informed about your event. This is out of courtesy to their jurisdiction, especially if your group is not from their area. In case of any emergency, you can run to them for help.

Tap local government offices.

- Reach out to your city or municipality environment office by submitting a letter of intent or scheduling an appointment to propose your tree-growing event. They can assist your group in facilitating the activity, sponsoring some resources, providing personnel to help on-site, tapping their network of local nurseries, and providing an activity site based on proposed planting areas.

Identify other partners.

- **Volunteers** - Gather manpower to help in planting the tree seedlings. e.g. schools, NGOs, youth organizations, etc.
- **Funders** - Reach out to possible sponsors who can assist in a financial capacity. e.g. private sector, businesses, etc.

Identify a local nursery to source seedlings from.

- Locals are the best resource to ask when picking species of seedlings to plant within the area. Think of them as your local scientists. They will recommend tree varieties according to the purpose, whether for fruit trees, water production, fuel wood, and such.

Typically, the local environment office can point you to the nearest local nursery near your planting site.

Alternatively, you can also facilitate your own seedling production by collecting seeds through a seed bank so that you'll have a readily available supply for tree-growing activities.

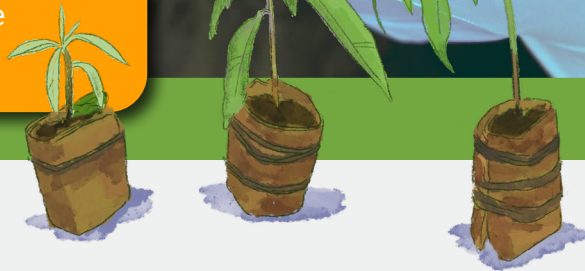


The 5 Ws of a Tree-growing Activity

What?

Tree planting vs Tree-growing

Tree-growing refers to the entire life cycle of trees – from seed germination to seedling maturity. The tree-growing process doesn't end after the planting day. There is an emphasis on **growing** seedlings through sustainable forest management practices and ensuring long-term growth, development, and integration into the ecosystem of a forest. Tree-growing takes into consideration everything from seed collection, germination, nurturing seedlings in nurseries, selecting appropriate species for specific environments, maintaining forest health, and ensuring the sustainable harvesting of mature trees.



Where?

The best resource you have is to ask your local environment office for a recommended planting location. They will identify planting sites within the watershed rehabilitation plan, recharge areas, and other proposed planting areas that are compliant with city ordinances.

Considerations when picking a tree-growing site:



Safety of trees.

Pick a planting site where trees won't grow to become obstructions. Make sure that you are not planting trees in prohibited areas, such as national highways.



Nature of land ownership.

Is the planting site privately owned? Will there be development in the next 5 years? If the answer is yes and yes, then the trees you plant are at the mercy of private sectors who hold the right to take down these trees to make way for their project.



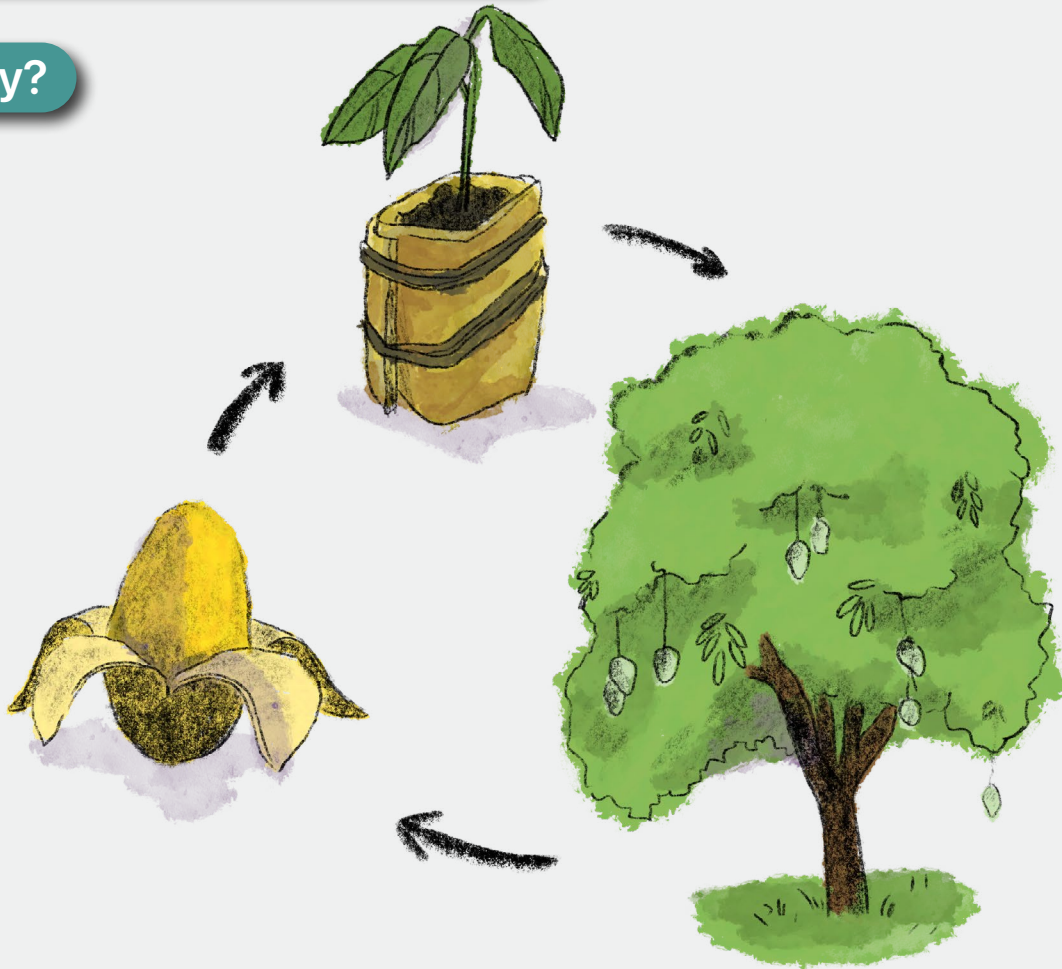
Suitability of environment.

Is there a nearby water source for maintenance purposes? Is the soil acidic? If so, check if your tree seedlings are compatible with acidic soil.



The 5 Ws of a Tree-growing Activity

Why?



Enhanced air quality, thanks to oxygen provision and carbon sequestration by trees.



Alleviates urban heat by providing shade and reflecting sunlight.



It's a wholesome and physically engaging activity idea that everyone can participate in.



Source of livelihood for locals.



Reduces the risk of flooding and soil erosion.



To inspire a sense of environmental stewardship among the next generations.



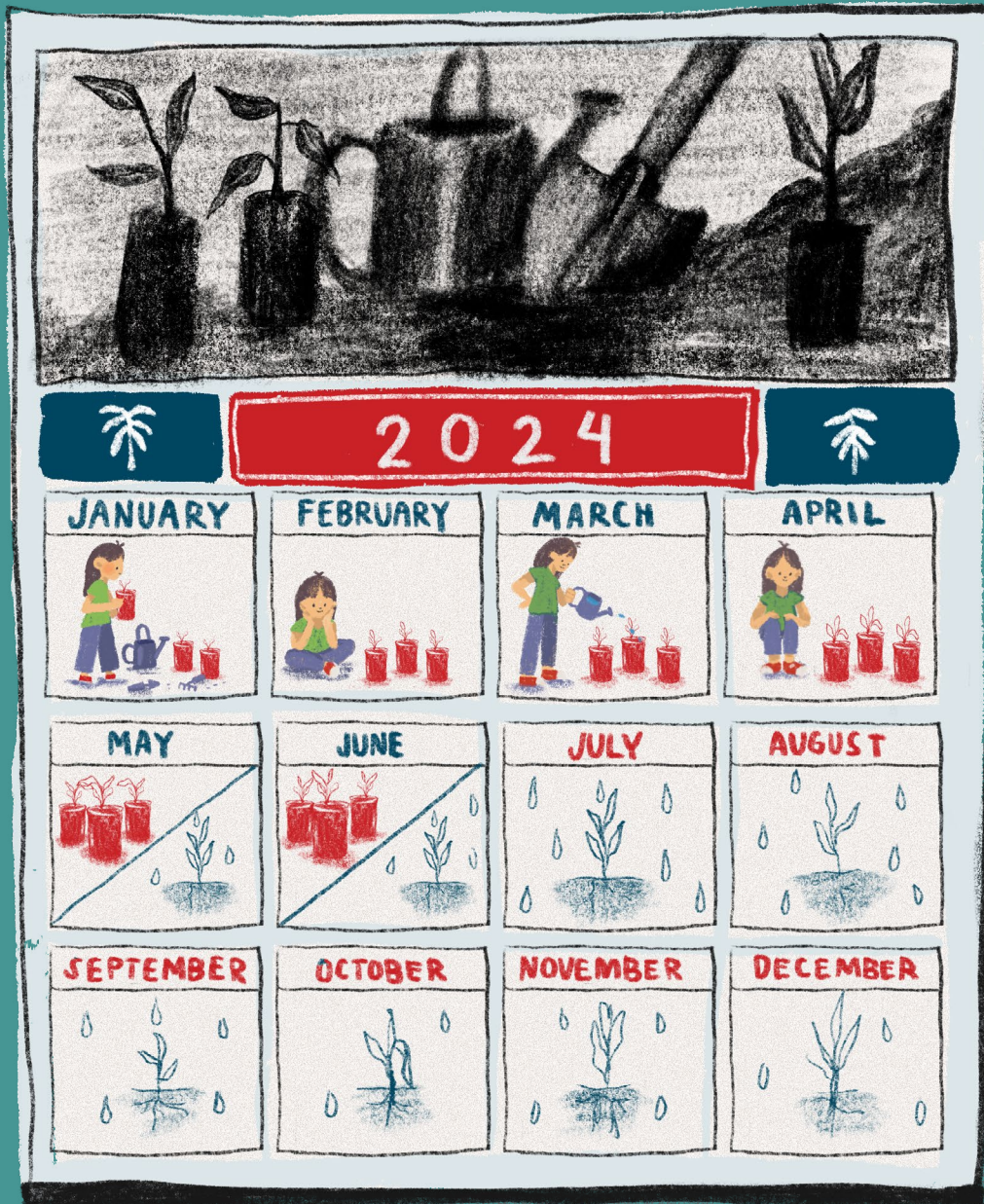
Improved water quality in rivers, lakes, and other water bodies.



To increase awareness and appreciation of nature and green spaces.

The 5 Ws of a Tree-growing Activity

When?



Disclaimer:

This tree-growing calendar is an approximation based on the seasons in the Philippines, and taking into consideration the changing climate of our planet.





As a rule of thumb, the first half of the year is ideal for preparing your seedlings in the nursery because the survival rate for tree planting is lower during summertime. But it can be done all year round.

The second half of the year is the ideal planting time because that's when the rains start to come in. For upland trees, the most optimal planting season begins in May, when the climate starts to transition into the rainy season.

The best time to conduct tree-growing activities is either early in the morning or late in the afternoon when the sun isn't harsh. Cloudy days are perfect, too.

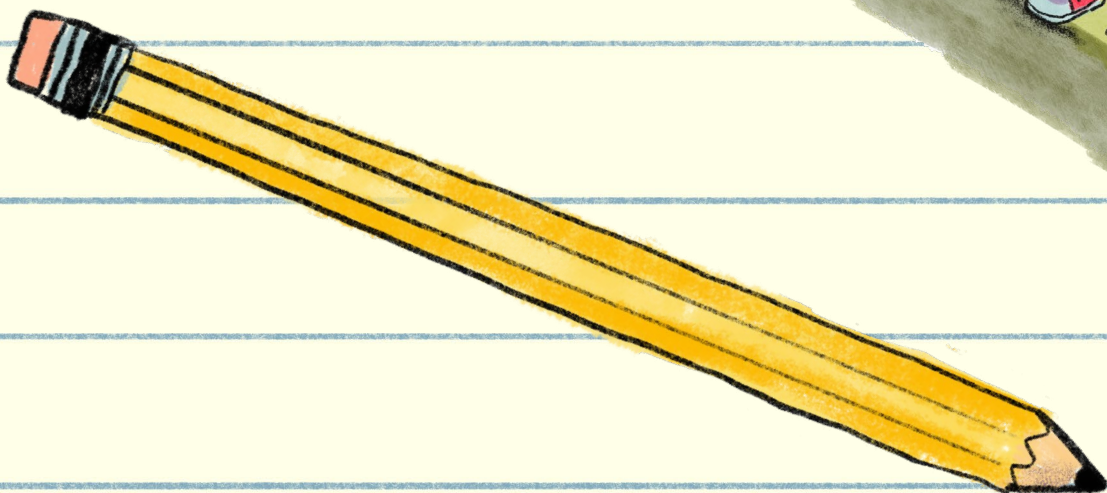
Tips for Survival Rate:



-  Pick seedlings that have **5-8** leaves before planting because these are more stable.
-  Be extra careful in handling the seedlings to ensure that their root system isn't damaged.
-  Make sure the soil is intact.
-  Acclimatize if necessary, especially if seedlings underwent long-distance transport. To do this, gradually expose seedlings to outdoor conditions for **2-3** hours a day at first, then increase as you go. Start by placing them in dappled or partial sun until they reach full sun for **5-6** hours.

Activity Ideas

- Participate in the nationwide Arbor Day (Republic Act No. 10176) every June 25th or the worldwide celebration of Earth Day every April 22.
- Make a picnic out of it. Bring a couple of speakers or string instruments like a guitar or ukulele so the team can jam together. Pack some playing cards or board games for everyone to enjoy.
- Go on a day hike or overnight camping.
- Get physical! Tree-growing activities make for a great workout, too. Incorporate it during an outdoor yoga retreat or a trail run.
- Let the kids and teens join, too. It can be a great activity for your next company-wide Family Day celebration.
- Run a social media campaign with a central hashtag that volunteers can use to post their pictures from the tree-growing activity. You can even get creative and do a photo challenge, and the post with the most popular vote wins a prize.

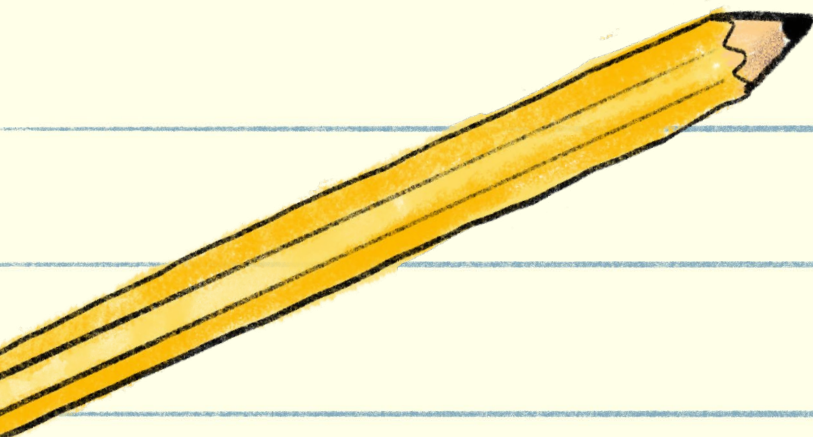


Organizer's Checklists

Ready to start planning your own tree-growing activity? Here are three checklists to guide you and your team in anticipating your needs pre-event, during, and post-event.

Pre-event

- Gather an organizational committee.
- Set a time and date.
- Coordinate with local authorities and other partners ahead of time to secure a planting site and seedlings.
- Find a planting site and get approval from your local environment office.
- Promote your event.
- Finalize the number of participants to anticipate logistics.
- Prepare registration forms and photo-release forms for volunteers to sign.
- Pack a first aid kit. If you can, tap a qualified first aider for the day.
- Prepare all the gardening tools needed during the event.
- Prepare signages to guide volunteers around the area, if needed.
- Send out final reminders to volunteers regarding call time, appropriate attire and footwear, and other things you'd recommend for them to bring, like hats, sunscreen, and drinking water.



Event proper

- Set up for the event.
- Conduct a site walk-through ahead of the event to ensure that the site is safe.
- Gather all participants for briefing and demonstration.
- Remind participants of CLAYGO. Make sure that plastics and polybags aren't planted on the ground, too, because these are not biodegradable.
- Demonstrate proper handling of seedlings.
 1. Hold at the base, never by the stem.
 2. Carefully remove the plant from the bag. Don't move or shake too much.
 3. Place the plant in the hole.
 4. Cover the roots with soil until it fills up the hole.
 5. Gently pack the soil around the tree.
- Start planting, and don't forget to have fun!

Post-event

- Do a survey to assess how participants and partners felt about the success of the event and what areas can be improved in the next one.
- Schedule campaign sustainability monitoring.
 - For sites under your local environment office, they will have assigned personnel to assist in facilitating the tree-growing activity and monitoring afterward.
 - For self-monitoring, maintain the site for the next three years for endemic species and one year for fast-growing trees.

Acknowledgments

The NWTF family would like to acknowledge and thank the following individuals and organizations who have so generously shared their expert insights to develop this toolkit:

- **Dr. Aladino Moraca,**
President, Central Philippine State University (CPSU)
- **Dr. Maryvic Pedrosa,**
Director for Production & Enterprise Development, Central Philippine State University
- **Arnel T. Calago,**
CPSU Farm Technician and Community Organizer, Production & Enterprise Development Office, CPSU
- **Vicente D. Mesias,**
City Environment Management Officer, City of Bago



Reforestation Our Home, One Tree at a Time

A Toolkit for NWTF and Partners on Organizing Tree-growing Activities

© 2023

Written by **Christiana Claudia Gacuma Gancayco**
Illustrations by **Andrea Danielle Gamboa**
Design and layout by **Ruer Torculas**

Photo Credits: NWTF

© 2023 Negros Women for Tomorrow Foundation, Inc.



"The best time to
plant a tree was
20 years ago. The
second best time is
now."

— Chinese Proverb

