United States Department of Agriculture Natural Resources Conservation Service

Statement Of Work

Woodland Stewardship Management Plan
Ohio

These deliverables apply to this individual plan. For other planning or practice deliverables, refer to those specific Statements of Work.

Deliverables to Landowner/Client:

1. Plan cover page - this page identifies
   - the woodland landowner,
   - service forester's case number (as applicable - a private forester may not have a case # like us)
   - the required signature of the landowner and date
   - Plan preparer information:
     - Who prepared the plan for the landowner (state or private forester)
     - Signature & date of plan preparer
     - Address of plan preparer
   - Period of time plan is written for/valid for (a 10-year period that mirrors timeframe of an Ohio Forest Tax Law (OFTL) plan)
   - Status of plan - whether this is a brand new plan or an older plan that is being updated/revised

2. The second page is the "Landowner information page".

   - It again lists the landowner, but this time also their contact information
     - present mailing address
     - Case number (as applicable - a private forester may not have a case # like us)
   - County location of woodland property
   - Township/village/city woodlands within
   - Property location - i.e. is it at home mailing address or elsewhere, and brief description of directions

   - This page identifies total Woodland acreage the plan covers plus any non-woodland stewardship acreage (i.e. fields, wetlands, etc.)
   - This page identifies the purpose(s) for the plan being prepared - for OFTL, EQIP, Tree Farm, or other…
   - Property longitude & latitude recorded, for WGS 84 property location on the earth
   - Landowner objectives listed
   - Last on this page is a brief "General Forest Description" that gives a place to address local and regional highlights in relation to this forest land.

3. The third page of the template is where the Woodland (Forest) Map is located.

   This map is required to follow the Ohio Forest Tax Law Program standards for what is included in a forest map. They are:
   - Forest boundaries - on an aerial photo, property plat , or topographic map
   - Stands - delineated as to number and acreage
   - Physical features - major buildings, roads, bodies of water, power lines
   - Property boundaries, section lines, survey numbers, and twp lines
   - North Arrow

4. The forth "page" of the template is the "Woodland Stand Description and Management Recommendations" section of the WSMP.

   - Note that there will be as many pages as there are unique, individual stands to be described within the WSMP….1 stand means 1 stand description page, 10 stands means 10 of these pages, etc.
   - Please note that for <u>each</u> stand, the description is to be kept at <u>one</u> page.
   - Information required for every stand:
     - Stand #
     - Stand acres
     - Dominant species listed OR forest type listed OR Both
     - Stand Diameter/size class – to give an approximate age category for stand description – seedling, sapling, poletimber, small sawtimber, medium sawtimber, large sawtimber – or variations within these as appropriate (poles/small sawtimber, etc.)
     - Stocking level – here a forester may record either the general stocking categories of understocked, fully stocked, or overstocked OR Basal Area OR Both. There is no requirement to have a statistical sample to a confidence interval; however what is reported must be representative of the overall stand.
     - Stand History - notes reported as appropriate for each stand, regarding any past TSI, past harvesting/type, pasturing, old field reversion, no mgt, etc.
     - Topography – a general id of stand land form; choices in a drop down menu include level, nearly level, gently sloping, rolling, steep (more might be added later)
     - There is a place for comments on present <u>conditions for the landowner to consider</u>; the idea here to highlight particular forest health concerns such as invasives, EAB, GM, grapevine damage to crop trees, stop grazing, etc.. or to note a particular opportunity for the stand, etc.
     - There is one table to record up to four management recommendations for a stand, and whether task is required (again, this was put in for OFTL) and year OR years recommended to take care of this task.
     - IF TIMBER harvest recommended – forester must list a specific SILVICULTURAL type of harvest he/she is recommending – there are drop-down box choices for this to be used. They may not recommend a "diameter limit harvest" or a "select cut".
   - A COMMENTS section wraps up each stand page: here the forester may add whatever else they find appropriate to finalize any description & recommendations for each individual stand…a means of personalizing the template somewhat.

5. The next page after the Stand(s) description & mgt recommendations page(s) will be the page that outlines the entire 10-year activity schedule for the woodland:

   - Year or range of years when a particular management task is suggested
   - The management unit (Stand #) where this task is to be accomplished

- ACRES – for the task might be less than entire stand acres…(per request of some service foresters)
- Check box if task is required --- this part is specific to the OFTL program (– or possibly for Current Agricultural Use Value (CAUV) plans a private forester may complete under EQIP for a landowner)
- For EQIP requirements, check the box for EQIP practice if task is a qualifying forestry project under EQIP.
- Recommendations text box available to provide notes to clarify the above for each task.
- Last box where “Whole Property” is listed – here we recommend next woodland visit once every five years at least. This is required for USFS stewardship reporting –
- A forester can put in a plan update in ten years as well – as EQIP at this point will allow a plan update every 10 years.

6. Addendums Section

- Here are additional general reporting requirements for the template woodland management plan that must be completed by the forester. The major forest resource areas are already identified for the plan writer; they simply need to address each category.
- These categories are: soils, wildlife, water, best management practices, forest health, wetlands, threatened & endangered species, archeological/cultural resources, recreation, & aesthetics. All are required in the template plan to satisfy OFTL and USFS stewardship plan reporting requirements.

- Other items may be added to addendums section by foresters, but are not required parts of the plan. Some examples would be a soils map, a topographic map, articles, fact sheets, any statistical information a private forester may do for a landowner that are not required within the template basic requirements.

Deliverables to NRCS and the Division of Forestry:

- Complete hard copy and electronic copy of the clients plan (Microsoft Word Document).

- A completed CPA - 52 to accompany each Woodland Stewardship Management Plan to the NRCS.

NOTE: NRCS policy requires that technical assistance provided for conservation planning follow the guidance and processes in the NRCS National Planning Procedures Handbook (NPPH). For the purposes of providing conservation planning technical assistance, Technical Service Providers are to complete the actions required in the first seven Steps of the NPPH planning process. All deliverables below are based on that requirement. For detailed guidance, planners should refer to the appropriate section of the NRCS NPPH.

Planning Process Deliverables:

1. Identify Problems and Opportunities.
2. Determine Client Objectives.
3. Inventory Resources. Detailed resource inventories of the conservation management units, as well as related off-site information; use forest inventory/sampling techniques detailed in the NRCS National Forestry Handbook at (consider using MI technical Note #26, Forestland Planning Worksheet), SAF Forestry Handbook (Wenger, 1984), or other generally accepted inventory protocol.
4. Analyze Resource Data.
5. Formulate Alternatives. Management options discussed with landowner that comply with generally accepted silvicultural standards such as those detailed in the "Manager's Handbook for [forest type] in the North Central States," (U.S. Forest Service, 1977&1984), "Silvics of North America, Volume I and II," (US Forest Service, 1990), SAF Forestry Handbook (Wenger, 1984), etc., and comply with all applicable MI NRCS conservation practice standards.
6. Evaluate Alternatives.
7. Make Decisions. Documentation that addresses all applicable elements in the current "Forest Management Plan Criteria and Checklist" found at the website: http://www.mi.nrcs.usda.gov/technical/forestry.html.

References

- Society of American Foresters. 1984. Forestry Handbook. 2nd ed. Pub. No. SAF 84-01. Wenger, Karl F. (editor) John Wiley & Sons, New York, NY.
- NRCS National Forestry Handbook, http://soils.usda.gov/technical/nfhandbook/
- Silvics of North America: Agriculture Handbook 654. U.S.D.A. Forest Service, Washington, DC. Burns, Russell M., and Barbara H. Honkala, tech. coords. 1990.
- NRCS Cultural Resources Handbook, http://policy.nrcs.usda.gov/ (handbooks, Title 190)
- NRCS Field Office Technical Guide (eFOTG), http://www.nrcs.usda.gov/technical/efotg/
- NRCS National Environmental Compliance Handbook, http://policy.nrcs.usda.gov/ (handbooks, Title 190)
- NRCS National Planning Procedures Handbook, http://policy.nrcs.usda.gov/ (handbooks, Title 180)