

**STATEMENT OF WORK**  
**Forest Management Plan (106)**  
**Missouri**

**These deliverables apply to this individual planning activity. For other planned activities refer to those specific Statements of Work. See Section III, FOTG, Resource Quality Criteria for Programs - EQIP for further guidance on this planning activity.**

## **DESIGN**

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*NOTE: A forest management plan should address all land units on which forestry activity, enhancements, or practice installation will be planned or applied.*

### **Deliverables:**

1. Provide site information documentation that includes:
  - a. Name, phone number, and address of the client
  - b. Location of planning site
  - c. Location of roads, property boundaries, protected areas
  - d. Plat map or local proximity map
  - e. Documentation of existing practices, past harvest history, structures, inventories, etc.
  - f. Plan preparer name and address
  - g. Plan approval review signatures as necessary
2. Provide documentation of client's objectives for the planned forest land (i.e., increased net income, improved wildlife habitat, enhanced recreational opportunities).
3. Provide documentation that includes:
  - a. A soil map and legend with appropriate interpretations, such as land capability groupings, stand boundaries, and other interpretive information regarding suitability for specific forestry activities.
  - b. Topographic map.
  - c. Appropriate worksheets developed for the site. The worksheets should include such things as forest inventories, erosion estimates, stocking estimates, and volume estimates.
  - d. Appropriate job sheets and other prepared material applicable to the conservation plan's specific planned practices. (See "Support Documents", page 4 for examples)
  - e. Operation and maintenance agreements and procedures. Operation and maintenance procedures, depending on their extent and complexity, may be contained in a separate document.
  - f. A planning map (*preferred format – ArcGIS with appropriate shape files*). At a minimum, each map should include the following:
    - i. Boundary lines of the planning unit
    - ii. Field/stand boundaries
    - iii. North arrow
    - iv. Scale of the map
    - v. Land use designations and acres for each land unit correlating to client land use in the case file
    - vi. Appropriate map symbols and a map symbol legend on the map
  - g. Provide a written record of the client's decisions (A written prescription, indicating what practices/activities are needed, where will they occur, when will they be applied, and planned amounts).
    - i. The recorded decisions will apply to conservation management units (stands/fields) reflecting common land use, objectives, and treatment needs.
    - ii. Provide a forest management plan summary that includes the appropriate land unit designation, official NRCS practice names and practice codes, brief descriptions of the practice or activity, and schedule of practice application in the proper sequence by calendar year.

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4. Provide inventory documentation by stand/field
  - a. Stand size (keep stands to  $\leq 40$  acres, if possible) and location will be determined by the contactor and client. Stand boundaries should be based on:
    - i. the similarity of the forest community
    - ii. natural features (i.e. soils, topography, aspect)
    - iii. Human activities and features (i.e. roads, management history, property boundary).
  - b. For each stand the following information will be developed and recorded. (Stand information and discussion will be based on standard field plot data collection techniques to ensure adequate analysis of data (minimum standard deviation of  $\leq 20\%$  at a 90% confidence interval.))
    - i. stand number
    - ii. plot number
    - iii. tree and shrub species
    - iv. diameter measured at breast height (DBH)
    - v. stand size (acres)
    - vi. dominant aspect
    - vii. dominant slope percent
    - viii. soil map unit(s)
    - ix. site index
    - x. number of trees per acre
    - xi. tree quality: such as "acceptable growing stock" (AGS), "unacceptable growing stock" (UGS) and "cull"
    - xii. basal area per stand (AGS, UGS, Cull)
    - xiii. current stocking percent
    - xiv. total volume per stand (indicate scale)
    - xv. additional appropriate inventory items relating to client objectives (snags, den trees, etc.)
    - xvi. woody planting needs
    - xvii. general stand/field conditions, protection needs, resource concerns and comments (include a description of canopy species, mid-story species and understory composition)
    - xviii. notation of natural or significant features such as old growth, glades, bluffs, fens, wetlands, springs, caves, sinkholes, threatened and endangered species
    - xix. risk assessments (WIN-PST) for proposed chemical usage that may have ground application.
5. Provide documentation of compliance with all necessary Federal, Tribal, State or local permits and/or ordinances or certifications.
6. Provide target goals (i.e., stems, BA, stocking percent, number of den trees, species composition) for residual stands where practices/activities are recommended including timing and method of removal for trees and understory to be eliminated.
7. Provide a forest management plan that will meet NRCS policy in the NRCS National Forestry Manual, technical requirements of the NRCS Field Office Technical Guide including meeting Resource Quality Criteria in Section III, and planning procedures contained in the National Planning Procedures Handbook.
  - a. Forest management plan will contain actions to address any adverse impacts on resource or special concerns (threatened and endangered species, cultural issues, etc.) as noted on the NRCS-MOCPA-52.
  - b. Only approved practices, as posted in the Missouri NRCS FOTG, will be used.
  - c. Conservation practices identified in the forestry management plan will meet all criteria outlined under "General Criteria" and any applicable "Additional Criteria" as posted in the Missouri NRCS FOTG.

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### INSTALLATION

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#### Deliverables:

1. Pre-application conference with client.
2. Provide one (1) copy of the forest management plan and supporting documents to the client.
3. Review planned treatments step by step, stand by stand, and year by year with client
4. Verification that client has obtained required permits.
5. Application guidance as needed.
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies.
7. **Non-USDA personnel:** Deliver one (1) electronic copy on a computer compact disc (CD) or by email to the local NRCS Field Office by the assigned/agreed-to date. The write-up shall be free of error and typed in a readable font. The electronic version will be compatible with Microsoft Office Word/Excel/Access 2003. Any maps used in the electronic copy will be in a .JPG format or, if available, ArcGIS shape files. GPS location of all sample points (if available) and forest inventory data associated with each plot will be provided if requested.
8. **USDA personnel:** Develop and record the forest management plan in "Toolkit", including digitized land units, stand boundaries and practice schedules.

### CHECK OUT

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#### Deliverables:

1. Records of application.
  - a. Total planning acres
  - b. Location of planning acres
  - c. Date plan completed
2. Certification that the forest management plan meets NRCS policy and procedures.
3. Progress reporting.

### FOLLOWUP

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#### Deliverables:

1. Make firm dates with the client for follow-up evaluation assistance.
2. Review, on-site, the results of the applied management practices.
3. Assist client to adjust current management to cause the plant community to respond as desired and meet the needs of the soil, water, air, plant, and animal resources.
4. Assist in improving the schedule of application. Assist in recognizing any maintenance needs.

### SUPPORT DOCUMENTS (examples)

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- NRCS Job sheet JS-MO655 Forest Trails and Landings
- NRCS Job sheet JS-MO666 Forest Stand Improvement
- NRCS Job sheet JS-MO490 Tree/Shrub Site Preparation
- NRCS Job sheet JS-MO612 Tree and Shrub Establishment
- NRCS Job Sheet JS-BIOL-15 Prescribed Burning for Wildlife
- NRCS Job sheet JS-BIOL-16 Permanent Forest Opening for Wildlife
- NRCS Job sheet JS-BIOL-18 Edge Feathering
- NRCS Job sheet JS-BIOL-27 Temporary Forest Openings for Wildlife
- NRCS Job Sheet JS-BIOL-29 Forest Trails and Landings for Wildlife
- Environmental Evaluation Worksheet, NRCS-MOCPA-52
- Appropriate Wildlife Habitat Appraisal Guide (WHAG) sheets

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**REFERENCES**

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- NRCS National Planning Procedures Handbook
- NRCS electronic Field Office Technical Guide (FOTG)
- NRCS National Forestry Manual
- NRCS National Forestry Handbook
- NRCS National Environmental Compliance Handbook
- NRCS National Cultural Resources Procedures Handbook

**STATE CONTACT**

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