

STATEMENT OF WORK
Conservation Plan on Forest Land (CPFL)
Missouri

Planner will develop a CPFL for a Missouri client. These deliverables apply to this specific planning action. The planner will solicit needed information from the client in order to prepare the CPFL. The planner will develop the materials needed for the CPFL and is legally responsible for the work performed. For planned practice deliverables refer to those specific practice Statements of Work.

PLANNING

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

Deliverables:

1. Provide supporting documentation that includes:
 - a. Site information
 - i. Name, phone number, and address of the client.
 - ii. Location of planning site.
 - iii. Plat map or local proximity map.
 - iv. Documentation of existing practices, past harvest history, structures, inventories, etc.
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 forest land planning documentation that includes:
 - a. A folder, binder, or other means to assemble the contents of the written plan.
 - b. 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.
 - c. Topographic map with stand boundaries.
 - d. Appropriate worksheets developed for the site. The worksheets should include such things as forest inventories, erosion estimates, stocking estimates, and volume estimates.
 - e. Appropriate job sheets and other prepared material applicable to the conservation plan's specific planned practices. (See "Support Documents", page 3 for examples)
 - f. Operation and maintenance agreements and procedures. Operation and maintenance procedures, depending on their extent and complexity, may be contained in a separate document.
 - g. A conservation plan map. At a minimum, each map should include the following:
 - Title block showing:*
 - i. "Conservation Plan Map"
 - ii. "Prepared with assistance from " _____"
 - iii. Name of the conservation district, county, and state
 - iv. Scale of the map
 - v. Data needed to locate the specific land unit, such as section numbers, etc.
 - vi. Date prepared
 - vii. North arrow
 - Body of map with:*
 - i. Boundary lines of the planning unit outlined
 - ii. Field/stand boundaries
 - iii. Land use designations and acres for each land unit correlating to client land use in the case file
 - iv. Appropriate map symbols and a map symbol legend on the map

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- h. Provide a written record of the client's decisions (A written plan, indicating what practices/activities are needed, where will they occur, when will they be applied, and planned amounts).
 - ii. The recorded decisions will apply to conservation management units (stands/fields) reflecting common land use, objectives, and treatment needs.
 - iii. On the completed CPFL include the appropriate land unit designation, official NRCS practice name and practice code, brief description of the practice or activity, and schedule of practice application in the proper sequence by calendar year.

- 4. Provide inventory documentation by stand/field
 - a. Stand size 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. man made features (i.e. roads, management history, property boundary).
 - b. For each stand in the CPFL the following information will be developed and recorded. (Stand information and analysis will be based on standard field plot data collection techniques.)
 - 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: "acceptable growing stock (AGS)", "unacceptable growing stock(UGS)" and "cull" by species
 - xii. basal area per stand (AGS, UGS, Cull)
 - xiii. current stocking percent
 - xiv. total volume per stand (Indicate scale and tree quality)
 - xv. other 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
 - 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.

- 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. Develop and deliver plan(s) to appropriate sources. Review planned treatments step by step, stand by stand, and year by year with client.
 - a. **All:** Provide one (1) copy of the plan and supporting documents to the client and review materials.

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- b. **TSPs:** Deliver one (1) final printed plan and one (1) electronic copy on a computer compact disc (CD) to the local NRCS Field Office by the assigned date. The plan shall be free of error and typed in a readable font. The electronic version of this plan will be compatible with Microsoft Office Word/Excel/Access 2003. Any maps used in the electronic copy will be in a .JPG format.
 - c. **USDA Service Center personnel:** Develop and record plan in "Toolkit", including digitized land units and practice schedule.
8. Provide a CPFL that will meet NRCS policy in the NRCS National Forestry Manual, technical requirements of the NRCS Field Office Technical Guide including meeting quality criteria in Section III, and planning procedures contained in the National Planning Procedures Handbook.
- a. CPFL 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 eFOTG, will be used.
 - c. Conservation practices identified in the CPFL will meet all criteria outlined under "General Criteria" and applicable "Additional Criteria" as posted in the Missouri NRCS eFOTG.

FOLLOWUP

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

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

REFERENCES

- NRCS National Planning Procedures Handbook
- NRCS electronic Field Office Technical Guide (eFOTG)
- 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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