

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

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 background and site information documentation that includes:
 - a. Name, phone number, and address of the client
 - b. Location of planning site
 - c. Plat map or local proximity map
 - d. Documentation of existing practices, past harvest history, structures, inventories, etc.
 - e. Plan preparer name and address

2. Provide detailed documentation of client's objectives for the planned forest land (i.e., increased net income, improved wildlife habitat, enhanced recreational opportunities).

3. Provide documentation of existing conditions that includes:
 - a. Inventory documentation by stand/field
 - i. 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:
 - a. the similarity of the forest community
 - b. natural features (i.e. soils, topography, aspect)
 - c. Human activities and features (i.e. roads, management history, property boundary).
 - ii. 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.))
 - a. stand number
 - b. plot number
 - c. tree and shrub species
 - d. diameter measured at breast height (DBH)
 - e. stand size (acres)
 - f. dominant aspect
 - g. dominant slope percent
 - h. soil map unit(s)
 - i. site index
 - j. number of trees per acre
 - k. tree quality: such as "acceptable growing stock" (AGS), "unacceptable growing stock" (UGS) and "cull"
 - l. basal area per stand (AGS, UGS, Cull)
 - m. current stocking percent
 - n. total volume per stand (indicate scale) (*optional if no harvesting is anticipated during the planning period*)
 - o. additional appropriate inventory items relating to client objectives (snags, den trees, etc.)
 - p. detailed stand/field conditions, including a description of canopy species, mid-story species, and understory species, protection needs, resource concerns, insect and disease infestations, fish and wildlife species and habitat elements, noxious and invasive species, and comments.

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- q. notation of natural or significant features such as old growth, glades, bluffs, fens, wetlands, springs, caves, sinkholes, threatened and endangered species
4. Provide detailed stand management recommendations that include:
- a. Desired future condition goals such as stocking, basal area, species composition, wildlife habitat (dens/snags, edge development, watering facility, openings, etc.), recreation, woody planting needs, etc. for stands where practices/activities are recommended and methods to achieve the goals.
 - b. Provide a forest management plan summary/activity schedule that includes the appropriate land unit designation, acres, official NRCS practice names and practice codes, brief descriptions of the practice or level of activity, and schedule of practice application in the proper sequence by calendar year.
5. Provide other Forest Management Plan documentation that includes:
- a. 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, number, and acres
 - iii. Location of existing roads and protected areas
 - iv. Location of planned engineering/structural practices
 - v. North arrow
 - vi. Scale of the map
 - vii. Appropriate map symbols and a map symbol legend on the map
 - b. A soil map with stand boundaries and legend with appropriate interpretations regarding suitability for specific forestry activities.
 - c. Topographic map.
 - d. Completed job sheets and other prepared material applicable to the conservation plan's specific planned practices that are agreed to be applied within three years of plan date. (See "Support Documents", page 3 for examples).
 - e. Actions to address any adverse impacts on resource or special concerns (threatened and endangered species, cultural issues, etc.).

INSTALLATION

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 any 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. **Technical Service Provider:** Deliver one (1) electronic copy on a computer compact disc (CD) or by email and one (1) hard copy with signature showing landowner(s) approval 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 and, if available, ArcGIS shape files should be provided to the NRCS Field Office. *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.

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CHECK OUT
Deliverables:

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

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 (examples)

- 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
- Appropriate Wildlife Habitat Appraisal Guide (WHAG) sheets
- Forest Management Plan Criteria (Practice/Activity Code 106)

REFERENCES

- 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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