FOREST MANAGEMENT PLANS

Applying for Financial Assistance through the

Environmental Quality Incentives Program

United States Department of Agriculture
Natural Resources Conservation Service

Introduction

A Forest Management Plan (FMP) is a site-specific plan that is developed based on the landowner's management objectives and the professional expertise of a skilled forester to achieve long-term forest management goals. The Environmental Quality Incentives Program (EQIP) has funding available to support the development of these plans in Michigan.

Management plans (including these FMPs, Forest Stewardship Plans, Tree Farm Plans, and others) are an extremely valuable tool for land owners and managers: they provide detailed information about species composition, potential harmful pests and other ecosystem components of the property and surrounding landscape, and related opportunities and limitations. They provide a "road map" to achieve the landowner's goals in a cost-effective and strategic way while protecting and enhancing wildlife habitat and other forest resources.

Additionally, by having a FMP, you may be eligible for further EQIP financial assistance for the implementation of the conservation practices detailed in the plan.

NRCS recognizes the value of Forest Management Plans and has placed a high priority on funding them through EQIP.

While TSPs may use their own plan format, all FMPs must meet the same criteria. The FMP Criteria can be found under "Resources for Technical Service Providers" at http://www.mi.nrcs.usda.gov/technical/forestry.html.

The following is a step-by-step guide detailing the process to apply for EQIP funding to have a Forest Management Plan developed:

Establishing Eligibility for USDA Programs

If this is the first time you have participated in USDA programs, you will need to make an appointment with the Farm Service Agency (FSA) at your local USDA Service Center to establish eligibility and farm records. You can find your local USDA Service Center on page 4 or, for more information, visit the online directory: http://offices.sc.egov.usda.gov/locator/app.

Bring in the following documentation:

- **Control of the Land** you wish to enroll – provide a lease or copy of the deed to the property.
- **Identity** – If applying as an individual, please provide your Social Security/Employer Identification Number, and contact information. If applying as an entity or joint operation, please provide legal documents that describe the entity or partnership, e.g., articles of incorporation, bylaws, partnership paperwork, etc.

Complete the following forms at the FSA office:

- **Form AD-1026, Highly Erodible Land Conservation and Wetland Conservation Determination**.
- **Form CCC-926, Average Adjusted Gross Income Statement** (to be eligible for NRCS programs, the applicant must meet certain AGI requirements.)
- **Form CCC-901, Member's Information** for Entities and Joint Operations
  Note: All members of an entity must be listed on the CCC-901 and complete a CCC-926 reflecting their personal AGI.

The forms are available online at http://www.ocio.usda.gov/forms/index.html, or at your local service center. It takes time for the paperwork to be processed and additional information may be needed. Please start the process early to ensure your records and eligibility are current prior to any program sign-up cut-off dates.

Applying for the Environmental Quality Incentives Program

Prior to program signup cutoff dates you will need to:

- Ensure your eligibility is up-to-date with the FSA office and you are listed as "owner" or "operator" on lands that you farm or manage.
- Complete and sign a **NRCS-CPA-1200, Conservation Program Application**.
- Review and sign a **NRCS-CPA-1202-CPC (Conservation Program Contract) Appendix** which explains the rules of the programs.
- Provide evidence of **control of the land** – you may be required to show ownership documents or lease information for the contract period.
- **Signature Authority** – If the applicant is an entity, documents such as articles of incorporation, charter bylaws, etc., will be needed.
- Complete a **Direct Deposit (SF-1199A) Form**.

Completing the Program Application

Your NRCS representative will complete the application and notify you of your application score and the anticipated program payment amount. Your application is given a ranking score based on federal, state and local ranking factors and overall environmental benefit. Applications will be funded from the high score to low score until all the funds have been obligated to contracts. If your application is not funded, you may apply in future signups.

If your application is selected for funding, you will need to:

- Sign a **NRCS-CPA-1202, Conservation Program Contract**.

IMPORTANT: Do not start any work, i.e., hiring a TSP, until you have signed a contract.

Selecting a Technical Service Provider to Prepare the Plan

- Visit http://techreg.usda.gov/ and click "Find a TSP" in the "I want to…" box on the right side of the screen.
- From there, click on your state and county to generate a list of TSPs that service that area.
- From the "Select Category" drop down list, select "CAP – Forest Management Plan (106)."
- You can click the "Résumé" button next to any of the names to find out more about a TSP.
- When you contact a TSP, you may wish to inquire about references, rates, etc., to help you make a decision. Note: the cost of a plan can vary considerably, depending on the TSP's required travel, the condition and type of forestland you have, and other factors. Regardless of what the TSP charges, NRCS reimburses you a flat rate as follows:

2012 Payment Rates for Forest Management Plans:

Plan for ≤ 50 acres	$ 574
Plan for 51 to 100 acres	$ 815
Plan for 101 to 200 acres	$ 1175

Plan for 201 to 400 acres	$ 2240
Plan for 401 to 600 acres	$ 3272
Plan for 601 to 1000 acres	$ 4215

The TSP will develop the plan, and following the clients approval, submit it to the local NRCS office for review. Once the plan has been certified as meeting the FMP criteria, NRCS will issue payment to the client. Note: work on developing the FMP must begin within 12 months of signing the CPA-1202.

Photo Courtesy: Scott Roberts, Mississippi State University, http://bugwood.org

If you have any questions, contact your local NRCS office. (See directory, next page, or visit http://offices.sc.egov.usda.gov/locator/app.)

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Michigan USDA Service Center Locations:

Adrian (Lenawee County) Phone: 517/265-5887	**Allegan** (Allegan County) Phone: 269/673-8903
Alpena (Alpena & Montmorency counties) Phone: 989/356-3596	**Ann Arbor** (Washtenaw & Wayne counties) Phone: 734/761-6722
Bad Axe (Huron County) Phone: 989/269-9540	**Baraga** (Baraga, Houghton, Keweenaw & Ontonagon counties) Phone: 906/353-8225
Bay City (Bay County) Phone: 989/686-0430	**Bear Lake** (Benzie & Manistee counties) Phone: 231/889-9666
Bellaire (Antrim & Kalkaska counties) Phone: 231/533-8709	**Berrien Springs** (Berrien County) Phone: 269/471-9111
Big Rapids (Mecosta County) Phone: 231/796-2650	**Cadillac** (Missaukee & Wexford counties) Phone: 231/775-7681
Caro (Tuscola County) Phone: 989/673-8174	**Cassopolis** (Cass County) Phone: 269/445-8643
Centreville (St. Joseph County) Phone: 269/467-6088	**Charlotte** (Eaton County) Phone: 517/543-1539
Coldwater (Branch County) Phone: 517/278-2725	**Flint** (Genesee County) Phone: 810/230-8766
Fremont (Muskegon & Newaygo counties) Phone: 231/924-2060	**Gaylord** (Crawford, Otsego & Roscommon counties) Phone: 989/732-6526
Gladstone (Delta County) Phone: 906/428-4076	**Gladwin** (Clare & Gladwin counties) Phone: 989/426-9621
Grand Haven (Ottawa County) Phone: 616/842-5869	**Grand Rapids** (Kent County) Phone: 616/942-4111
Hastings (Barry County) Phone: 269/948-8038	**Ionia** (Ionia County) Phone: 616/527-2620
Ithaca (Gratiot County) Phone: 989/875-3900	**Jackson** (Jackson County) Phone: 517/784-2800
Jonesville (Hillsdale County) Phone: 517/849-9890	**Kimball** (Macomb & St. Clair counties) Phone: 810/984-3001
Kingsford (Dickinson, Gogebic & Iron counties) Phone: 906/774-1550	**Lapeer** (Lapeer & Oakland counties) Phone: 810/664-3941
Manistique (Luce, western Mackinac & Schoolcraft counties) Phone: 906/341-5304	**Marquette** (Alger & Marquette counties) Phone: 906/226-9460
Marshall (Calhoun County) Phone: 269/781-4263	**Mason** (Ingham & Livingston counties) Phone: 517/676-5543
Midland (Midland County) Phone: 989/832-3781	**Monroe** (Monroe County) Phone: 734/241-7755
Mt. Pleasant (Isabella County) Phone: 989/772-9152	**Onaway** (Cheboygan & Presque Isle Counties) Phone: 989/733-8323
Owosso (Shiawassee County) Phone: 989/723-8263	**Paw Paw** (Van Buren County) Phone: 269/657-4220
Petoskey (Charlevoix & Emmet counties) Phone: 231/347-5255	**Portage** (Kalamazoo County) Phone: 269/327-0696
Reed City (Osceola & eastern Lake counties) Phone: 231/832-5341	**Saginaw** (Saginaw County) Phone: 989/781-4070
Sandusky (Sanilac County) Phone: 810/648-2116	**Sault Ste. Marie** (Chippewa & eastern Mackinac counties) Phone: 906/632-7051
Scottville (Mason & western Lake counties) Phone: 231/757-3707	**Shelby** (Oceana County) Phone: 231/861-4967
St. Johns (Clinton County) Phone: 989/224-3720	**Standish** (Arenac County) Phone: 989/846-4566
Stanton (Montcalm County) Phone: 989/831-4606	**Stephenson** (Menominee County) Phone: 906/753-2513
Tawas City (Alcona & Iosco counties) Phone: 989/362-2591	**Traverse City** (Grand Traverse & Leelanau counties) Phone: 231/941-0951
West Branch (Ogemaw & Oscoda counties) Phone: 989/345-5470	