



# WEST VIRGINIA

PLEASE RETURN TO  
WVDOF  
Landowner Assistance  
Forester

## FOREST STEWARDSHIP PROGRAM

### PLAN APPLICATION

**PLEASE PRINT**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone – Home: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY INFORMATION**

- 1. County: \_\_\_\_\_
- 2. Property Location: \_\_\_\_\_
- 3. Topographic Map Quadrangle: *(name)* \_\_\_\_\_
- 4. UTM's (or Longitude & Latitude) for Property: \_\_\_\_\_
- 5. Total Property Acres: \_\_\_\_\_
- 6. Estimated Forested Acres: \_\_\_\_\_
- 7. Aerial Photo No.: (optional) \_\_\_\_\_
- 8. Deed Book & Plat No.: \_\_\_\_\_
- 9. Are property lines marked? YES NO (If not, are they known? YES NO )
- 10. Will the owner or representative be available to accompany a forester on a brief reconnaissance? YES NO
- 11. Does the forest land have roads into and through it? YES NO
- 12. Has the property owner received previous forestry assistance? YES NO  
If yes, what? \_\_\_\_\_
- 13. Have you ever sold timber or other forest products from your woodland? YES NO  
If yes, what? \_\_\_\_\_

**LANDOWNER PRIORITIES (Rank from 1 to 3)**

- \_\_\_\_\_ Timber Management
- \_\_\_\_\_ Wildlife Management
- \_\_\_\_\_ Recreation
- \_\_\_\_\_ Soil and Water Conservation
- \_\_\_\_\_ Aesthetics
- \_\_\_\_\_ Other (specify) \_\_\_\_\_

**I hereby agree to implement, to the best of my ability, the Forest Stewardship Plan prepared for my property.**

\_\_\_\_\_  
(Signature Of Property Owner)

\_\_\_\_\_  
(Date)

**I have contacted the following Consulting Forester to prepare my Forest Stewardship Plan:**

(Name)	(Telephone)	(Company Name)	
<b>WVDOF Region 1 Office</b>	<b>WVDOF Region 2 Office</b>	<b>WVDOF Region 3 Office</b>	<b>WVDOF State Office</b>
Route 2, Box 1100	330 Harper Park Drive Suite J	P.O. Box 189	1900 Kanawha BLVD., East
Fairmont, WV 26554	Beckley, WV 25801	Milton, WV 25541	Charleston, WV 25305
(304) 367-2793	(304) 256-6775	(304) 743-6186	304-558-2788

The West Virginia Division of Forestry prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. To file a complaint of discrimination write: WV Division of Forestry, 1900 Kanawha Boulevard, East Charleston, WV 25305. The WV Division of Forestry is an equal opportunity provider and employer.

Revised 4/07

**Applications will be acted upon as rapidly as possible. You will be notified in advance of the probable date that a forester will visit your property. Please see the reverse side for other information pertinent to this application.**

Dear Applicant:

Before signing this application for cost share assistance for Stewardship Plan you must select a certified consultant forester to write your plan. Consultant Foresters listed on the Certified Forest Stewardship Consultant Forester list are approved to prepare Forest Stewardship management plans.

You must verify with the consultant forester that he/she is willing to write your plan within the required time frame. Forest Stewardship Management Plans must be completed within **(12) months** of the approval date.

However **do not** sign a contract with a Consultant Forester to prepare your plan until you have received a written approval letter from the WV Division of Forestry. *(If you do not submit the Consultant Forester prepared plan and cost share reimbursement forms to the Division of Forestry by the due date, you will forfeit any reimbursement payment.)*

Once the Division of Forestry receives this application and a completed Vendor Registration and Disclosure Statement form, pending available funding, we will write a grant to you, agreeing to pay 75% (new) or 50% (revised) of the approved cost of your Forest Stewardship Management Plan. The approved rate for Forest Stewardship Management Plans is as follows:

\$500.00 for the plan, plus \$5.50/**forested** acre planned (*non-forest acres will not be cost shared*)

Example:

10 forested acres – \$500.00 + (\$5.50 x 10 acres) = \$555.00

	<u>New Plan</u>	<u>Revised Plan</u>
Landowner Pays Consultant -	\$555.00	\$555.00
State Reimburses Landowner -	<u>\$416.25</u> (75%)	<u>\$277.50</u> (50%)
<b>Final Landowner Expense -</b>	<b>\$138.75</b> (25%)	<b>\$277.50</b> (50%)

100 forested acres – \$500. + (\$5.50 x 100 acres) = \$1050.00

Landowner Pays Consultant -	\$1050.00	\$1050.00
State Reimburses Landowner -	<u>\$787.50</u> (75%)	<u>\$525.00</u> (50%)
<b>Final Landowner Expense -</b>	<b>\$262.50</b> (25%)	<b>\$525.00</b> (50%)

Private Consultant Foresters may charge more than the approved rate; however landowner reimbursements will not exceed the approved acreage rate. Any additional Consultant Forester fees will be the responsibility of the landowner.

Upon approval of the plan the Division of Forestry will notify you, the applicant, with a copy sent to your Consultant Forester of the qualifying acres approved for payment.

If you have further questions regarding this application, please call 304-558-2788.

Privacy Notice:

The West Virginia Division of Forestry collects and processes certain personal information as needed for appropriate and customary business purposes. Personal information may be disclosed to other State agencies or third parties as necessary in the normal course of business or to comply with federal or state laws, including Freedom of Information Act requests. If you have questions about our use of personal information, please contact us at 304-558-2788.