



# WEST VIRGINIA FOREST STEWARDSHIP PROGRAM PLAN APPLICATION

**APPLICANT** (PLEASE PRINT)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

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

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

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PROPERTY INFORMATION**

1. County: \_\_\_\_\_ 2. Property Location: \_\_\_\_\_
3. Topographic Map Quadrangle (name): \_\_\_\_\_
4. UTM's(Longitude/Latitude)for Property: \_\_\_\_\_ 5. Aerial Photo No. (opt): \_\_\_\_\_
6. **Total** Property Acres: \_\_\_\_\_ 7. **Estimated** Forested Acres: \_\_\_\_\_
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 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:**

\_\_\_\_\_  
(Consulting Forester or WVDOF LOA Forester Name)

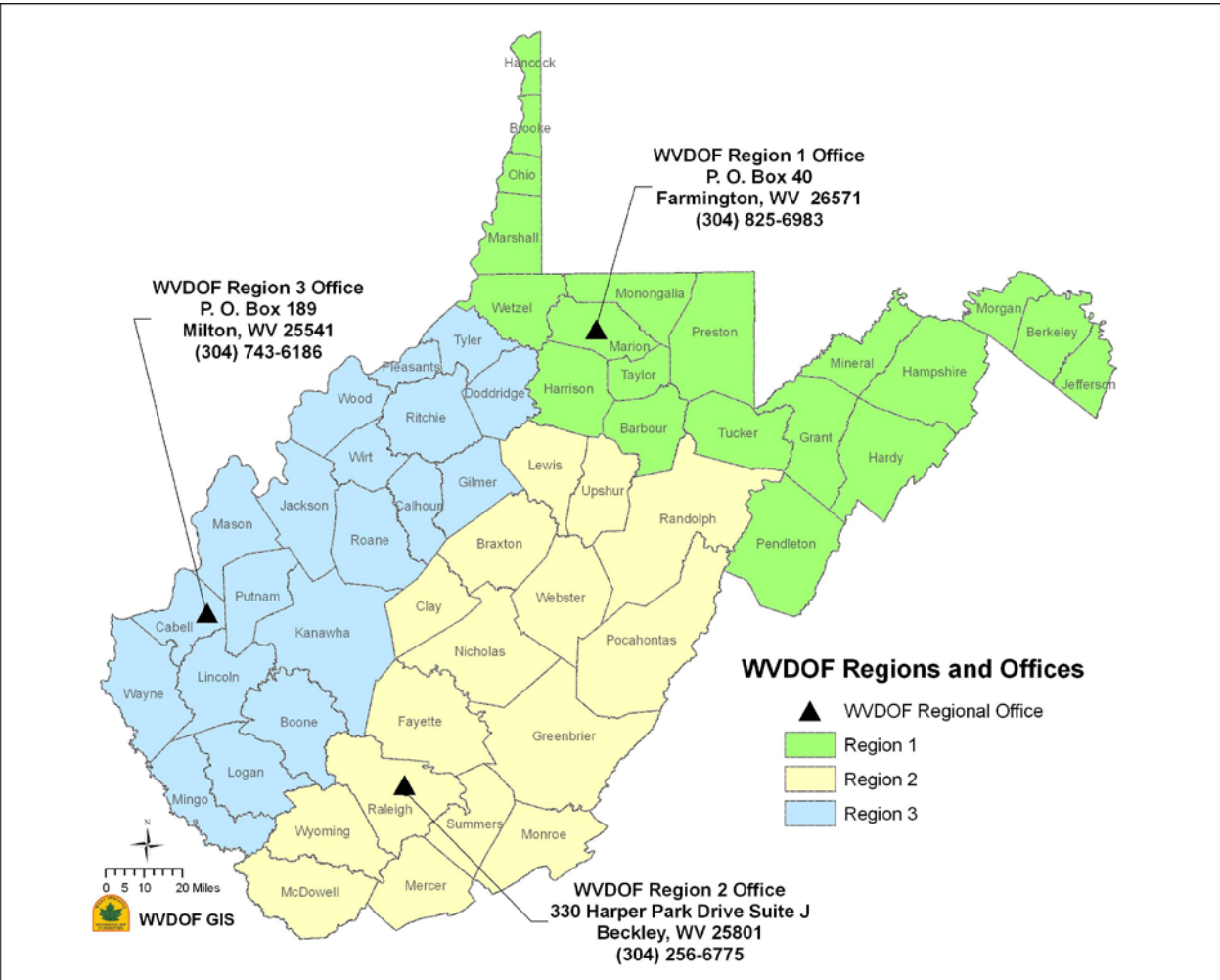
\_\_\_\_\_  
(Telephone No.)

\_\_\_\_\_  
(Company/Agency Name and Mailing Address)

**Return Application to the Regional Office for the county your property is located in:**

WVDOF Region 1 Office P.O. Box 40 Farmington, WV 26571 (304)825-6983	WVDOF Region 2 Office 330 Harper Park Dr, Ste J Beckley, WV 25801 (304)256-6775	WVDOF Region 3 Office P.O. Box 189 Milton, WV 25541 (304)743-6186
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## FOREST STEWARDSHIP PROGRAM PLAN APPLICATION INFORMATION

- 1) Before signing this plan application for cost share assistance for a Stewardship Plan you must select a certified consultant forester to write your plan. See the list of Certified Consultant Foresters on our website [www.wvforestry.com](http://www.wvforestry.com) approved to prepare Forest Stewardship Plans in West Virginia.
- 2) Verify with the selected Consultant Forester that he/she is willing to write your plan within the required time frame. Forest Stewardship Management Plans must be completed within **TWELVE (12) MONTHS OF THE APPROVAL DATE**. Failure to submit a Consultant Forester prepared plan and the cost share reimbursement forms to the Division of Forestry by the due date will result in forfeiture of any reimbursement payment.
- 3) Do not sign a contract with a Consultant Forester to prepare your plan UNTIL you have received a written approval letter from the West Virginia Division of Forestry.
- 4) Upon receipt of the completed Stewardship Plan Application, a W9 Taxpayer Identification form, and a Vendor Registration and Disclosure Statement at the Division of Forestry, pending available funding, a grant will be written to you agreeing to pay 75% (new plan) or 50% (revised plan) of the approved cost of your Forest Stewardship Management Plan. The approved rate used for the Forest Stewardship Management Plan is as follows: \$500.00 for Cost of Plan plus \$5.50 per forested acre. Non forested acres will not be cost shared.

### Example for 10 Forested Acres

Formula:  $\$500.00 + (\$5.50 \times 10 \text{ acres}) = \$555.00$

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

### Example for 100 Forested Acres

Formula:  $\$500.00 + (\$5.50 \times 100 \text{ acres}) = \$1050.00$

	<u>New Plan</u>	<u>Revised Plan</u>
Landowner Pays Consultant	\$1050.00	\$1050.00
<u>State Reimburses Landowner</u>	<u>787.50 (75%)</u>	<u>525.00 (50%)</u>
Final Landowner Expense	\$262.50 (25%)	\$525.00 (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 by letter with a copy to your Consultant Forester of the qualifying acres approved for payment.