Forestry Cost-Share Application

Oklahoma Forest Resources Development Program

Forestry Services Division
Oklahoma Department of Agriculture, Food and Forestry
2800 North Lincoln Boulevard
Oklahoma City, OK 73105
405-522-6158
Application Instructions

The Forest Resources Development Program (FRDP) offers cost-share funding to assist eligible landowners with practices to improve forest health and productivity, or the use of trees to help solve environmental problems on private lands in Oklahoma. The FRDP is a forest resource improvement program. All cost-shared practices must be directly related to the improved management and sustainability of rural forestlands to accomplish a forestry purpose. Please read the instructions thoroughly before completing the application form.

Eligible Persons or Entities

The following applicants are eligible for funding if they own non-industrial private forestland in Oklahoma:

- Private individuals
- Groups, trusts and associations
- Federally recognized American Indian tribes or other Native American groups, provided that all tribal or group members request cost-sharing if they are on tribal or native land associations
- Corporations or other legal entities without publicly traded stock
- Forest landowners who engage in primary processing of raw wood products only on a part-time or intermittent basis

Where land is owned jointly by more than one individual, group, association or corporation, the joint owners shall be considered as one eligible landowner. Joint ownerships are not eligible unless all owners or duly authorized agents sign the application and cost-share agreement. Individual owners who share in a joint ownership, but also own separate property in their own name, may participate as individuals, and the joint ownership does not affect the eligibility.

Eligible Lands

Ownership Size. Applicants must own at least 10 contiguous acres of land in Oklahoma to participate. The Area Forester may request a waiver down to five acres in special circumstances. There is no maximum ownership size. The minimum size tract to be treated that is eligible for cost-share assistance shall be 5 acres, except for practices such as windbreak or erosion control plantings, riparian buffers or living snow fences.

Productivity Requirement. There is no minimum forest productivity requirement to be eligible to participate.

Designated Counties. Federal Forest Land Enhancement Program funds are available statewide. Ice storm disaster funding is available only in counties that were severely damaged by the December 2000 ice storm.

Other Information and Restrictions

Relationship With Other Cost-Share Programs. No FRDP cost-shares will be provided if the landowner is already receiving cost-shares on the same acres for the same or similar forestry practices during the same State Fiscal Year (July 1 through June 30). No cost-shares will be provided to repeat practices on the same site for the same landowner that have been implemented under any other federal, state or local government programs, or private sector programs, except where such practices failed through no fault of the landowner.

Management Plan Required. Landowners must have a written management plan that covers the land on which cost-shared practices will be applied. Applications will not be sent to the State Office until this plan is complete.

Application Policies. Applications will be accepted only for annual agreements. Additional applications will not be accepted from a landowner who has already been approved for the maximum funding, even though approved practices have not been completed and payments have not been processed. Applications will be accepted on a continuous basis, and will be scored, ranked and prioritized for funding consideration once per month. Approved practices must be completed within 12 months, unless extended for good cause.
**Maximum Payment.** The maximum payment limitation for all FRDP cost-share payments is $10,000 per landowner per State fiscal year (July 1 through June 30), whether for one or for multiple practices. In addition, a landowner may not receive cost-shares to treat more than 1,000 acres during the fiscal year.

For the purposes of the maximum payment limitation, joint owners are considered as one eligible landowner. A cost-share payment will be divided according to “direct attribution,” with all joint owners considered as receiving an equal share, unless specifically recorded otherwise on the property deed and Maximum Payment Limitation form filed with the application.

Applications and agreements with jointly held ownerships will include only one tax identification number and only one check will be issued. The applicant is responsible for dividing the payment appropriately.

**Required Maintenance Period.** Participants are required to maintain cost-shared practices for a period of ten (10) years unless otherwise required in the specifications.

**Refund of Cost-Share Payments.** If a practice fails due to the lack of maintenance by the landowner, the landowner is responsible for the costs to restore the practice. Forestry Services shall have the right to recover the value of the State’s portion of the cost of failed practices plus any necessary court costs and attorney fees. Landowners will not be required to refund payments for practices that were successfully completed and later failed as a result of floods, drought, wildfire or other natural disaster, through no fault or negligence of the landowner.

**Appeals.** Landowners who disagree with a technical determination, or who believe their treatment under the program has been unfair, or who feel they have been discriminated against, may file a written appeal.

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**Cost-Share Practices and Components**

Before applying, it is important to understand the difference between a practice and a component. A practice describes the basic objective you want to achieve through cost-share assistance that results in improved conditions on your land. A component is the specific project or activity undertaken to help meet your objectives.

**Practices.** The following practices are eligible:

**FRDP-1 Forest Stewardship Plan Development** – Development or revision of a management plan to meet the minimum standards of a Forest Stewardship Plan (only for plans from 25 to 1000 acres in size).

**FRDP-2 Afforestation and Reforestation** – Site preparation, tree planting or other practices to encourage natural regeneration or ensure forest establishment.

**FRDP-3 Forest Stand Improvement** – Practices to enhance growth and quality of wood fiber, special forest products and carbon sequestration.

**FRDP-4 Agroforestry Implementation** – Establishment, maintenance and renovation of windbreaks, riparian forest buffers, silvopasture, alley cropping or other agroforestry practices, including purposes for energy conservation and carbon sequestration in conjunction with agriculture, forest and other land uses.

**FRDP-5 Water Quality Improvement and Watershed Protection** – Establishment, maintenance, renovation and restoration practices to improve and protect water quality, riparian areas, forest wetlands and watersheds.

**FRDP-6 Fish and Wildlife Habitat Improvement** – Establishment, maintenance and restoration practices to create, protect or improve forest-related fish and wildlife habitat.

**FRDP-7 Forest Health Practices** – Establishment of practices to improve or restore forest health.

**FRDP-8 Invasive Species Control** – Establishment, maintenance and restoration practices primarily to detect, monitor, eradicate or control the spread of invasive species on forestland.

**FRDP-9 Wildfire and Catastrophic Risk Reduction** – Establishment of practices primarily to reduce the risk from wildfire and other catastrophic natural events on forestland.

**FRDP-10 Wildfire and Catastrophic Event Rehabilitation** – Establishment of practices primarily to restore and rehabilitate forests following wildfire and other natural disasters.
Components and Cost-Share Rates. The component practices listed below are currently available. The cost-share rate is 75% for all components except the two fencing components that are a 50% cost-share rate. Landowners must pay all practice costs first and file for reimbursement of the cost-share payment. The actual payment is determined by applying the cost-share rate against your actual out-of-pocket costs up to the approved maximum amounts for each component.

<table>
<thead>
<tr>
<th>Component</th>
<th>Description</th>
<th>Number/Units</th>
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<tbody>
<tr>
<td>BBD</td>
<td>Broad Based Dips</td>
<td>number</td>
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<tr>
<td>BPC</td>
<td>Brush Pile Construction</td>
<td>number</td>
</tr>
<tr>
<td>CHR</td>
<td>Chemical Release of Crop Trees</td>
<td>acres</td>
</tr>
<tr>
<td>CLT</td>
<td>Cultivating Hardwood Plantings</td>
<td>acres</td>
</tr>
<tr>
<td>CTT</td>
<td>Container/Tubeling Trees</td>
<td>number</td>
</tr>
<tr>
<td>DRP</td>
<td>Drip Irrigation System</td>
<td>linear feet</td>
</tr>
<tr>
<td>FNE</td>
<td>Electric Fencing</td>
<td>linear feet</td>
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<tr>
<td>FNR</td>
<td>Fencing</td>
<td>linear feet</td>
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<tr>
<td>MPL</td>
<td>Preparation of Stewardship Plan</td>
<td>acres</td>
</tr>
<tr>
<td>MUL</td>
<td>Mulch Trees</td>
<td>number</td>
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<tr>
<td>NTH</td>
<td>Non-Commercial Thinning of Hardwoods</td>
<td>acres</td>
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<tr>
<td>PBN</td>
<td>Prescribed Burning</td>
<td>acres</td>
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<tr>
<td>PCT</td>
<td>Pre-Commercial or Non-Commercial Thinning of Pines</td>
<td>acres</td>
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<tr>
<td>PLH</td>
<td>Planting Hardwoods &amp; Selected Conifers</td>
<td>number of trees</td>
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<tr>
<td>PLP</td>
<td>Planting Loblolly or Shortleaf Pine</td>
<td>number of trees</td>
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<tr>
<td>RKF</td>
<td>Rock Fords</td>
<td>number</td>
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<tr>
<td>SPC</td>
<td>Site Preparation – Complete</td>
<td>acres</td>
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<tr>
<td>SPH</td>
<td>Site Preparation – Chemical</td>
<td>acres</td>
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<tr>
<td>SPL</td>
<td>Site Preparation – Limited</td>
<td>acres</td>
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<tr>
<td>TSI</td>
<td>Timber Stand Improvement</td>
<td>acres</td>
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<tr>
<td>TSS</td>
<td>Tree Shelters – Shingles</td>
<td>number</td>
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<tr>
<td>WBF</td>
<td>Weed Barrier Fabric</td>
<td>linear feet</td>
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<tr>
<td>WBR</td>
<td>Water Bars</td>
<td>number</td>
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<tr>
<td>WCD</td>
<td>Wooden Cross-Drainage Structure</td>
<td>number</td>
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Application Procedures

To apply for FRDP cost-share funding, complete the “Applicant Information” and the “Property Information” sections on the application form (Form FRDP-1a). In the “Practices Requested” section, list the practices, components and extent for which you are requesting funding. Read the Certifications/Agreement section closely. Applications must be signed by the eligible landowner(s), or person(s) designated to represent the eligible landowner(s), provided a notarized durable power of attorney has been filed with the application; or the responsible person or administrator, in cases of estates, provided that letters of administration or letters testamentary have been submitted with the application in lieu of a power of attorney.

Attach the following to the application form: a Maximum Payment Limitation Review form (FRDP-2), proof of property ownership (FSA farm number, tax receipt, property deed), proof that a multiple-resource forest management plan has already been prepared for the property, if available (otherwise the Forester will prepare a plan following the needs determination), and copy of Power of Attorney or Power of Estates form (if applicable). Send applications to the Area Forester administering programs in your county of ownership (addresses at right). The Area Forester will review your application and verify your eligibility. Valid applications will be assigned to a Forester who will confirm the actual practices needed, prepare a management plan with specific prescriptions (if one has not already been developed) and forward approved applications to the State Office.

Please direct questions to the appropriate office below, or to Forestry’s State Office at 405-522-6158.

CENTRAL & WESTERN AREA (the counties generally west of a line from Kay and Pawnee counties on the north to Johnston and Marshall counties on the south)
830 NE 12th Avenue
Goldsby, OK 73093-9017 405-288-2385

SOUTHEAST AREA (generally from McCurtain to Coal and Bryan counties)
P. O. Box 40
Broken Bow, OK 74728-0040 580-584-3351

EAST CENTRAL AREA (generally from LeFlore to McIntosh, Okfuskee and Hughes counties)
P. O. Box 297
Wilburton, OK 74578-0297 918-465-2082

NORTHEAST AREA (generally the northeastern counties from Osage, Tulsa and Creek across to Sequoyah County)
22082 South J.F. Davis Lane
Tahlequah, OK 74464-9805 918-456-6139

This agency is an equal opportunity employer and provider
Form FRDP-1a OKLAHOMA FOREST RESOURCE DEVELOPMENT PROGRAM APPLICATION FOR FORESTRY COST-SHARE ASSISTANCE

Use this form to apply to the Oklahoma Dept. of Agriculture, Food and Forestry for cost-share funding to carry out approved forestry practices on eligible lands in Oklahoma. Fill in all blanks and send the completed application to the Department’s Area Forester who serves the county where your property is located.

### Applicant Information (Please print or type)

Name (First, Middle Initial, Last)  _____________________________________________________________

Mailing Address __________________________________________________________________________

City, State, Zip+4 _________________________________________________________________________

Daytime Phone ____________________ Other Phone ____________________ Total Acres Owned _______

Type of Applicant (check only one):

- [ ] Individual
- [ ] Association
- [ ] Corporate
- [ ] Joint (all or a representative must sign)
- [ ] Other (describe)___________________________________________

### Property Information (Where practices will be installed)

County ______________________ Legal Description _________________________ Sec ____ T ____ R ____

### Practices Requested (Shaded boxes for Forester’s use only)

<table>
<thead>
<tr>
<th>Practices &amp; Components Requested</th>
<th>Extent Requested</th>
<th>Code</th>
<th>Extent Needed</th>
<th>@ Max. 75% C/S Rate</th>
<th>= C/S Requested</th>
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Total

### Certifications/Agreement. In making this application, I (we) hereby certify that:

(a) I am an eligible landowner and understand this to mean a private individual, group, association or corporation owning land suitable for forestry purposes, and, where the land is owned jointly, the joint owners shall be considered as one eligible landowner;

(b) I am the legal owner of the property on which the services are requested;

(c) I am not receiving cost-share funding from any other federal, state or private program for the same or similar forestry practices on this tract;

(d) I, if an owner in joint tenancy or tenancy in common or if a member of a group or association owning the lands, have no knowledge of any application which has been filed for cost-share assistance to be used on lands described in this application;

(e) My organization have not treated more than 1,000 acres with FLEP funds this fiscal year on any lands in the U.S. and have not received more than $100,000 in FLEP funds since the program began;

(f) I will maintain the land subject to this agreement in forestry usage as outlined in the Forest Management Plan for a minimum of ten (10) years from the date of Performance Certification, and authorize Forestry to access the property during this period to inspect cost-shared practices as needed;

(g) I agree that I will bear all costs prior to reimbursement;

(h) I will comply with Program provisions, applicable Department regulations and the terms of this agreement and the Forest Management Plan, and, if I fail to do so, the Department shall have the right to recover the State’s cost in the agreement plus court costs and reasonable attorney fees; and

(i) I agree to refund all or part of the cost-share assistance paid to me as determined by the State Forester if, before the expiration of the required practice maintenance period, I destroy the practice, voluntarily relinquish control or title to the land on which the approved practice has been established and the new owner or operator of the land does not agree in writing to properly maintain the practice for the remainder of the period.

Landowner(s) or Authorized Agent’s Signature(s)     Date

Attach the following to this application – Maximum Payment Limitation Review form, proof of ownership (FSA farm number or tax receipt) and Power of Attorney or Power of Estates for legal representative (if applicable).

Forester Action:  

- [ ] The practices and acres shown above are needed and practical as outlined in the Forest Management Plan.
- [ ] The practices and acres shown above are not needed or practical.

Signature ______________ Date __________ Telephone __________

Remarks:

Date received by Area Forester:     Final action by Area Forester:

__________________________________     [ ] Approved/forwarded to State Office on _______________

[ ] Cancelled/Denied (state reason) _______________

Date received by State Office _______________ Approved for funding by State Office on _______________

Approval No. (FY - #) ________ – ________ Agreement/practice approval expires on _______________

Participation is open to all eligible applicants without regard to race, color, religion, national origin, age, sex, marital status, or mental or physical handicap.
This form will help the Forester assisting applicants to determine how cost-share payments will be distributed among the owners of the property, to avoid exceeding the maximum payment limitation.

<table>
<thead>
<tr>
<th>Applicant’s Name and Address</th>
<th>Soc. Sec. or Tax ID Number</th>
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Type of Applicant (Check One Only)

- Individual
- Limited Partnership
- Revocable Trust
- Corporation
- Other (Specify)
- Joint Venture
- General Partnership
- Irrevocable Trust
- Estate
- Estate

List all individuals having an interest in the property who will participate in the cost of the practices and who will receive a portion of the cost-share payment made under the program.

<table>
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<tr>
<th>Name</th>
<th>Soc. Sec. or Tax ID Number</th>
<th>% Share</th>
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I certify that all information provided on this form is true and correct to the best of my knowledge and belief.

Applicant’s Signature and Date

Participation is open to all eligible applicants without regard to race, color, religion, national origin, age, sex, marital status or handicap.