

Technical Assistance: Design/Project Plan task

This task provides practice-specific planning by a Stewardship Forester for contracted NRCS forestry practices. Design/Project Plans are required for all contracted forestry practices and serve as project outlines for these practices. Design/Project Plans provide information in sufficient detail to enable landowners, other resource professionals, and/or contractors to implement practices correctly. Design/Project Plans also establish additional specifications by which the implemented practices may be evaluated. *Variation from published specifications must be justified and documented in the Design/Project Plan.*

Bolded and underlined items are required according to NRCS Specification Guides. In addition to the specifications below, Foresters are encouraged to include descriptions, diagrams, or images that may be useful for the landowner or contractor.

1. **Landowner name and current address:** This should be consistent with the individual holding the contract with NRCS.
2. **Plan Preparer Contact Information: Preparer's name, address, telephone and Maine Licensed Forester number. If prepared by an Intern Forester, both the Intern's and the Supervising Forester's contact information must be given.**
3. **Date: The date the Project Plan was prepared** and the date the pertinent forest management plan (if existing) was prepared.
4. **Project Location information: town and county where the project is to take place; nearest public road; and applicable NRCS field office.**
5. Property Information: Tax map or plan number and lot number; **FSA Farm & Tract numbers.**
6. Project title: A brief descriptive title of the project, including the **practice/component name and code**
7. **Project description:** This is a detailed description of the activity to take place, including:
 - a. **Stand(s) or distinct area(s) where the activity is to take place.**
 - b. **Total extent and units of the project (example: # of acres, if project is based on area).**
 - c. **Design and installation specifications for all aspects of the project, including as appropriate:**
 - Planting specifications: proposed # of acres to plant, species, type of planting stock, spacing, protective measures);**
 - Silvicultural treatments: prescriptions, stocking pre- and post-treatment, treatment specifications; proposed # of crop and/or mast trees to release; species composition pre- and post-treatment; proposed acres/# of trees/heights to prune; etc.**
 - Best management practices (BMPs) to protect water quality and prevent soil erosion;**
 - Other: see individual practice component specification guides.**

