FLORIDA
Longleaf Pine
Private Landowner Incentive Program

Technical Guidelines

Florida Department of Agriculture and Consumer Services
Florida Forest Service

NICOLE “NIKKI” FRIED
COMMISSIONER

ERIN ALBURY
DIRECTOR


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FLORIDA
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Longleaf Pine  
Private Landowner Incentive Program  
Technical Guidelines

A. Introduction

Longleaf pine forests once covered a vast range from Texas to Virginia, but have been reduced to less than four percent of historical acreage due to conversion to other land uses and forest types. Longleaf pine forests are highly valued for their resistance to damage by insects, diseases, wildfire, and storms, and for their yield of high quality wood products, biological diversity, and scenic beauty. In addition, research suggests that longleaf pine forests may be highly adaptive to anticipated effects of climate change, as well as being capable of sequestering higher amounts of carbon than alternative forest types.

Under this program, the Florida Forest Service is guiding the restoration of these valuable forests through financial assistance provided by the US Department of Defense, National Fish and Wildlife Foundation, USDA Forest Service, The Nature Conservancy, Natural Resources Conservation Service, Halliburton Company, Southern Company and US Fish & Wildlife Service. This work is helping to restore a great American ecosystem while creating jobs for landowners, contractors and laborers involved in tree planting and forest improvement work, nursery workers, and conservation professionals.

The goal of the Longleaf Pine Private Landowner Incentive Program is to provide financial and technical assistance in the implementation of activities that will restore and improve longleaf pine forests on privately owned forest lands.

The Florida Forest Service will focus the use of grant funds on providing incentive payments to landowners to encourage implementation of approved longleaf restoration practices including longleaf planting, site preparation, longleaf seedling purchase, prescribed burning, native understory establishment, timber stand improvement, herbicide application, fuels reduction, mowing, invasive species control, etc. These activities will be prioritized within or near significant landscapes for longleaf pine conservation as described in Florida’s State Forest Action Plan and the Range-wide Conservation Plan for Longleaf Pine.

- **Control of Invasive Exotic plant competition.** Treatments can be applied to control invasive exotic species that displace native species, increase wildfire risk, and/or reduce habitat quality.
- **Reducing competition.** Thick woody or herbaceous vegetation reduces habitat value and can place competition stress on longleaf pines, particularly during droughts. Competing vegetation can be controlled through use of prescribed fire, mechanical treatments, or herbicide applications.
- **Planting Native Understory Vegetation under existing Longleaf Pine Forests.** Planting native understory plants improves wildlife habitat, reduces wildfire danger, and increases the effectiveness of prescribed fire.
- **Planting Longleaf Pine on appropriate sites.** Planting of longleaf pine on appropriate sites will increase the acreage of longleaf forests, moving towards the goals established in the Range-wide Conservation Plan for Longleaf Pine and Florida’s Forest Action Plan.
B. Program Objective

The primary objective of the Longleaf Pine Private Landowner Incentive Program is to increase the acreage of healthy longleaf pine ecosystems in Florida by helping non-industrial private forest (NIPF) landowners to make the long term investment required to establish and/or maintain this valuable ecosystem. Toward this end, the program offers NIPF landowners incentive payments for conducting certain approved forest management practices that establish or improve longleaf pine stands. This program is administered by the Florida Department of Agriculture and Consumer Services Florida Forest Service (FFS) and is funded through grants from the National Fish and Wildlife Foundation with support from the USDA Forest Service, The Nature Conservancy, Natural Resources Conservation Service, US Department of Defense, Halliburton, Southern Company, and the US Fish and Wildlife Service.

C. Eligibility and Program Requirements

1) Eligible Ownership Types: For the purposes of this program, a landowner includes any individual or entity (e.g., partnership, corporation, company, trust, etc.) that legally holds ownership of the land indicated on the application. The landowner is defined as the name(s) and Taxpayer Identification Number entered on the Florida Substitute W-9 Form information that is entered online at https://flvendor.myfloridacfo.com. The name(s) on the W-9 form must be the same name(s) entered on the program application, and shall be the name(s) that appear on the deed or other document of title evidencing ownership of the land.

Only non-industrial private forest (NIPF) landowners who own at least 5 acres of land, but not more than 5,000 acres of forestland in Florida are eligible to apply for funding through this program. These NIPF landowners may include private individuals or entities, joint owners, non-profit organizations, or corporations that are not wood-using industries and/or do not have publicly traded stock. Ineligible owners include lands controlled by federal, state, and local governments, wood-using industries or entities that derive more than 50% of their gross income from wood-using industries; corporations with publicly traded stock, or public utility companies.

2) Location: This program is applicable on NIPF properties located on appropriate sites in the following Florida counties:


See Appendix 8 for a map of eligible counties.

3) Incentive Payment Rates: NIPF landowners who meet all eligibility and program requirements may apply to receive an incentive payment for successful completion of certain approved practices. Payment will be made at a standard, specified rate for each practice (see Appendix 1). Submission of written documentation (e.g., receipts, invoices) of costs incurred is required for all practices. Often, landowners will choose to conduct a practice (in whole or in part) using their own resources, labor, and/or equipment, and thus may not receive a receipt or invoice from a contractor. In such
cases, **landowners are required to generate their own invoice** and may use **Appendix 5** as a template, **and submit this invoice at the time of project completion.**

4) **Number of Applications per Year** (State fiscal year July 1 to June 30): For this program, only one application per landowner is allowed per state fiscal year (see item 1 above for definition of landowner). If an individual owns land (in full or in part) in the name of more than one legal landowning entity, that individual should submit an application on behalf of only one of those landowning entities per state fiscal year. If it is determined that an individual is represented as owner on more than one application per year, the Florida Forest Service reserves the right to deny any submitted duplicate ownership applications.

5) **Maximum Annual Payment:** The maximum total incentive payment per application (and therefore, per landowner) is $10,000 per state fiscal year.

6) **Application Period:** Applications will be accepted during a specified sign-up period for a given fiscal year (**Appendix 1**). Applications received at the Florida Forest Service Headquarters office in Tallahassee before the start date, or received (or postmarked) after the end date will not be considered, or will receive lowest priority ranking for any remaining available funds. All applications received during the sign-up period will be equally evaluated and ranked for funding approval using established criteria (see **Appendix 4**).

7) **Minimum Practice Acreage:** All practices eligible to receive incentive payments through this program, except invasive exotic treatment, must be conducted on a minimum of five (5) acres in the state of Florida, all of which are owned in the name of the same landowning entity. Minimum acres for invasive exotic treatment is one (1) acre.

8) **Multiple Parcels:** Multiple non-adjacent parcels of land may be included on the same application, provided that 1) the acreage is all within the state of Florida, 2) the total acreage limit for a given practice is not exceeded (Section D), and 3) all the acreage is owned in the name of the same landowner or landowning entity. For example, if John C. Doe owns two separate 20 acre parcels of pine timber, both in the name of Doe Farms, he may apply for a prescribed burn practice that includes the total 40 acres on the same application. However, if John C. Doe owns two separate 20 acre parcels, one in the name of Doe Farms and one in the name of JCD Trust, he cannot include both on the same application. Neither should he submit separate applications for these two parcels in the same fiscal year (see number 4 above).

9) **Existing Longleaf Pine Stand:** Each practice in this program (with the exception of Longleaf Seedling Establishment) must be applied to an existing longleaf pine stand, which is defined for the purposes of this program as a forest stand (plantation or natural) in which longleaf pine (*Pinus palustris*) trees constitute at least 50% of the stand’s basal area or stem density.

10) **Prior Practices:** Any practices performed prior to application approval are not eligible for incentive payments. Each landowner will be notified in writing when his/her application has been approved.

11) **CRP/EQIP Landowners:** Acreages enrolled in the Conservation Reserve Program (CRP), Environmental Quality Incentives Program (EQIP), or other programs that may prohibit receipt of federal funds from more than one source for the same acreage, are not eligible for payments under this incentive program.

12) **Stand Maintenance Requirement:** Longleaf pine stands established or treated with funds from
this program must be maintained for at least five (5) years following completion of the treatment. In other words, a stand may not be clearcut harvested or intentionally destroyed within five years from the date of any Longleaf Pine Private Landowner Incentive-funded treatment. The only exceptions to this requirement are for stands (or sections thereof) that are harvested to salvage timber or suppress a spreading bark beetle infestation, disease infection, wildfire, or other natural disaster that destroys the stand. This provision also applies to longleaf plantings that contained sufficient numbers of live seedlings at the time of the first year survival check (see below), but were destroyed between the survival check and the end of year five due to a pest infestation or natural disaster. In such cases the landowner must acquire an on-site confirmation and authorization from a Florida Forest Service forester prior to harvest or stand conversion. Failure to abide by this requirement will result in the recapture of incentive payments.

Longleaf pine stands established through this program must have a minimum of 350 live seedlings per acre at the time of a first-year survival check coordinated by the Florida Forest Service County Forester in August-October following the winter planting season, or 6-10 months following a summer planting. If the plantation does not meet this minimum live density at the time of the survival check, the landowner must 1) replant or augment plant any acreage that does not comply with the minimum density requirement, or 2) repay the incentive payments received to the state.

13) Treatment Damage to Stands: All treatments receiving incentive payments through this program must be conducted in a manner that avoids or greatly minimizes injury or stress to the residual stand. If implementation of a treatment results in notable damage to the residual stand, the Florida Forest Service reserves the right to deduct areas with excessive (≥ 25% of the stand basal area or stem density) root injury, trunk injury, crown scorch (≥ 75% of canopy) or tree mortality from the final payment acreage. The Florida Forest Service also reserves the right to withhold payment for practices that are not conducted according to the requirements and standards specified in these Guidelines.

Silviculture and Wildlife Best Management Practices: Landowners who enroll in the program must adhere to Silviculture Best Management Practices (BMPs). These practices are designed as the minimum standards necessary for protecting and maintaining the State’s water quality as well as certain wildlife habitat values, during forestry activities. Further, landowners are strongly encouraged to ensure all silvicultural and planning activities adhere to Florida’s Forestry Wildlife Best Management Practices for State Imperiled Species (Wildlife BMPs). Wildlife BMPs are designed to balance forest management activities with conservation practices to benefit State Imperiled Species and a multitude of other species. Forest landowners who enroll in the Wildlife BMP Program and properly implement these voluntary practices can help minimize the loss of imperiled species in Florida. Landowners who choose to enroll in the Wildlife BMP Notice of Intent (NOI) process before implementing forest management activities are not required to obtain a permit authorizing the incidental take of State Imperiled Species associated with their operation. More information about Silviculture and Wildlife BMPs and the benefits of enrolling in the Wildlife BMP program are available at the Florida Forest Service’s webpage for BMPs: https://www.fdacs.gov/Divisions-Offices/Florida-Forest-Service/Silviculture-Best-Management-Practices.

14) Number of Practices: On a given application, a landowner may request incentive payment funds for up to four (4) of the available practice options described in Section D (page 7), not to exceed the $10,000 total limit per landowner. Justification is required for certain combinations of practices on the same area; see Section D for details.
15) **Conducting Practices:** Landowners may not conduct practices for reimbursement until they receive written approval of their application from the program coordinator. Landowners must notify their Florida Forest Service County Forester if they intend to deviate from any approved practices. Failure to do so or notification after the fact may result in the loss of eligibility for reimbursement and contract termination.

16) **Program Deadlines:** All practices must be completed by March 31, 2021 and associated paperwork submitted by April 15, 2021.

**D. Management Practices Approved for Incentive Payments**

1) **Invasive Exotic Plant Control**
   a) **Stand requirements:** This practice must be applied to an *existing longleaf pine stand* (see *Section C.9*) with an invasive exotic weed problem. Invasive exotics eligible for treatment include all Category I species found in the FEPPC’s (Florida Exotic Pest Plant Council) 2019 List of Invasive Plant Species (*Appendix 6*) as well as Tung-oil tree, Paper Mulberry, *Elaeagnus* spp., and Chinaberry, as found in FEPPC’s Category II list.
   b) **Treatment requirements:** A treatment plan describing the area, species to be treated, infestation severity, treatment method, and a map depicting the treatment area must be submitted with the completed application. A maximum of 100 acres per landowner is eligible for incentive payments.
   c) **Incentive payment rate:** A flat per-acre rate (see *Appendix 1*) will be paid to the landowner for implementation of this practice.

2) **Timber Stand Improvement**
   a) **Stand requirements:** This practice must be applied to an *existing longleaf pine stand* (see *Section C.9*).
   b) **Treatment requirements:** The treatment must be used to control undesirable competition to existing longleaf pine trees. For example, competing hardwoods may be treated by County Forester approved chemical and/or mechanical treatments to eliminate those in competition with longleaf pine. A maximum of 200 acres per landowner is eligible for incentive payments.
   c) **Justification requirement:** A justification must be included with the application, explaining competition issues and which treatment methods will be used to meet management objectives. The justification may be submitted as an attachment and is subject to review by Florida Forest Service management prior to approval.
   d) **Incentive payment rate:** A flat per-acre rate (see *Appendix 1*) will be paid to the landowner for implementation of this practice.

3) **Prescribed Burning**
   a) **Stand requirements:** This practice may be applied in an *existing longleaf pine stand* (see *Section C.9*) or as a site preparation method prior to establishing longleaf pine.
   b) **Treatment requirements:** The burn must be conducted in accordance with State Chapter 590, F.S. and/or Florida Administrative Code 5I-2 and local laws, regulations, and burning restrictions. A burning authorization must be obtained from the Florida Forest Service. The burn must be conducted between September 15 and May 15. The burn must not result in excessive crown scorch. A maximum of 665 acres per landowner is eligible for incentive payments.
c) **Incentive payment rate:** Payment for the successfully completed practice will be disbursed according to the per acre rate listed in *Appendix 1*. Please note prescribed burning conducted for site preparation will be reimbursed under the regular prescribed burning rate, not the site preparation rate. Original receipts/invoices of all costs incurred must be retained and submitted with payment request.

4) **LONGLEAF UNDERSTORY NATIVE VEGETATION ESTABLISHMENT**

a) **General treatment requirements:** A NIPF landowner establishing or enhancing native understory vegetation in a longleaf pine stand may receive incentive payment assistance for the cost of the seed or containerized plants and the planting operation. A maximum of 33 acres per applicant is eligible for incentive payments. **Applicants for understory establishment incentives must submit their native understory establishment and management plan along with practice cost estimates with their application.** Funding will be determined based on probability of success, cost benefit analysis, and additional ranking criteria in Appendix 4.

   i) The Florida Forest Service County Forester will coordinate a planting check immediately after notification that planting has begun. The landowner must notify the County Forester when planting begins and is completed. If at the time of the planting check the practice does not conform to the specified planting standards, the Florida Forest Service reserves the right to withhold payment for the practice.

   ii) The established native vegetation must have a minimum of 400 live native plants typical of longleaf understory plants per acre at the time of a survival check coordinated by the Florida Forest Service County Forester in late summer after the first growing season. If this requirement is not met, the landowner must 1) replant or augment plant any acreage that does not comply with the minimum density requirement, or 2) repay the incentive payments associated with the non-compliant acreage to the state. Replanting or augment planting must be completed by March 1 of the year following the initial survival check.

b) To ensure effectiveness, the following conditions should be met:

   i) Average total basal area of the overstory should not exceed 70 ft² per acre in the treatment area.

   ii) Landowner must be willing and able to use prescribed fire for future management.

   iii) Seed or plants to be used should be site adapted native species.

   iv) Consideration should be given to maintaining soil productivity, preventing erosion, and minimizing costs.

c) **Incentive payment rate:** Payment for the successfully completed practice will be disbursed according to the per acre rates listed in *Appendix 1*. For either seed or containerized plants along with planting operation costs, original receipts/invoices of costs incurred must be retained and submitted with payment request.

5) **MECHANICAL UNDERBRUSH TREATMENT**

a) **Stand requirements:** This practice must be applied to an existing longleaf pine stand (see Section C.9) with an average basal area of at least 30 square feet of longleaf pine per acre.

b) **Treatment requirements:** Competing woody underbrush and other understory vegetation must be reduced with 1) a Gyro-trac, Posi-trac, or equivalent mulching-head equipment, or 2) a bush-hog, Brown Tree Cutter, or other type of brush mowing equipment typically pulled with a farm tractor. Injury to roots and stems of residual pines must be avoided or minimized. A maximum of 100 acres per landowner is eligible for incentive payments.
c) **Justification requirement:** A justification must be included with the application, explaining why mechanical underbrush treatment (as opposed to prescribed burning) is necessary in order to meet management objectives. The justification may be submitted as an attachment and is subject to review by Florida Forest Service management prior to approval.

d) **Incentive payment rate:** Payment for the successfully completed practice will be disbursed according to the per acre rate listed in Appendix 1. Original receipts/invoices of all costs incurred must be retained and submitted with payment request.

6) **LONGLEAF SEEDLING ESTABLISHMENT**

a) **General treatment requirements:** Landowners establishing a longleaf pine plantation on appropriate sites (as confirmed by a Florida Forest Service forester) may receive incentive payment assistance for the cost of the site preparation, seedlings (containerized or bare-root) and the planting operation (machine or hand planting). Landowners are eligible for a maximum of $10,000 in incentive payments to establish longleaf pine.

i) Planting density must be at least 500 trees/acre.

ii) Incentive payment will be limited to a maximum of 726 trees per acre.

- The seedlings must be planted between November 1st and March 1st. A Florida Forest Service County Forester will coordinate a planting check within three weeks after planting has begun. The landowner must notify the County Forester when planting begins and is completed.
- If summer planting is chosen, the seedlings must be planted between June 1st and September 30th. Containerized seedlings must be used for summer planting. The landowner must contact the County Forester within 5 days before the seedlings are delivered to confirm that soil moisture, seasonal rainfall trends, and extended forecast are favorable for a summer planting.

iii) If at the time of the planting check the practice does not conform to the specified planting standards, or there are fewer than 500 live seedlings per acre, the Florida Forest Service reserves the right to withhold payment for the practice.

iv) The established longleaf stand must have a minimum of 350 live seedlings per acre at the time of a survival check coordinated by a Florida Forest Service County Forester in August-October following the winter planting season. If this requirement is not met, the landowner must 1) replant or augment plant any acreage that does not comply with the minimum density requirement, or 2) repay the incentive payments associated with the non-compliant acreage to the state. Replanting or augment planting must be completed by March 1 of the year following the initial survival check.

b) **Planting standards:** Seedlings must be planted in the proper manner to encourage good survival and growth. The majority of the seedlings planted must adhere to the following standards:

i) Furrow or planting bar depth must be the appropriate depth.

ii) The seedlings must be planted upright.

iii) The roots must be vertical with no "U" or "J" rooting.

iv) Seedlings must be packed tightly in the soil, so that they cannot be moved by pulling upward on three needles.

v) Longleaf pine seedlings must be planted following the specifications established by the Longleaf Alliance (Appendix 2).

c) **Site preparation:** Site preparation **must** be performed where it is deemed necessary by the Florida Forest Service County Forester to improve survival and growth of planted longleaf
Site preparation practices eligible for reimbursement include chemical control of competing vegetation, scalping and prescribed burning. Landowners may apply for payments for prescribed burning and chemical or scalping site preparation. To ensure effectiveness, the following conditions should be met:

i) Chemical weed control or scalping must eliminate all root competition on a strip at least 2-1/2 feet wide with the seedlings planted in the center of the strip. The scalped row may be two feet wide if the adjacent area is mowed.

ii) Prescribed burning may be used for site preparation when deemed appropriate and approved by a Florida Forest Service County Forester. Where possible, debris piles should be used instead of windrows. Prescribed burning for site preparation will be reimbursed under the burning rate, not the site preparation rate.

iii) Consideration should be given to maintaining soil productivity, preventing erosion, and minimizing costs.

d) **Incentive payment rate**: Payment for the successfully completed practice will be disbursed according to the per acre rates listed in Appendix 1. For site preparation, seedlings, and planting operation costs, original receipts/invoices of costs incurred must be retained and submitted with payment request.

### E. Application and Program Procedure

1) The **landowner** obtains all of the following forms from a Florida Forest Service office or website ([FloridaForestService.com](http://FloridaForestService.com)):
   a) A copy of the **Longleaf Pine Private Landowner Incentive Program Technical Guidelines** (this booklet).
   b) A **Program Application** form (FDACS-11386).
   c) Information submitted for the **Substitute Form W-9**. In order to process your application and pay you under this agreement, the state of Florida - Department of Financial Services has advised that a completed Substitute W-9 is required. An online version can be completed securely at: [https://flvendor.myfloridacfo.com](https://flvendor.myfloridacfo.com). At that website, follow the following procedure:
      - Click where it says, “Not Registered? Click Here to Register”
      - Enter your name and contact information, enter a password of your choice, and click “Register”
      - An email will be sent to you along with a User ID and instructions on how to enter the W-9 information.
      - Return again to the website at [https://flvendor.myfloridacfo.com](https://flvendor.myfloridacfo.com), and click where it says “Click Here to Sign On”
      - Enter your User ID from the email and the password that you chose, and click “Sign-On”
      - Click where it says “Form W-9 Main Menu”, and follow the directions to enter your W-9 information. A second email will be sent to you, confirming that you have successfully completed the form.

   In the event you need assistance, a brief tutorial on using the website can be found at [https://flvendor.myfloridacfo.com/w9_training.pdf](https://flvendor.myfloridacfo.com/w9_training.pdf).

d) **Please be advised that unless you do not have internet access, the information MUST be submitted online at [https://flvendor.myfloridacfo.com](https://flvendor.myfloridacfo.com).** For questions
regarding W-9 requirements or if you are unable to submit this information online, please contact the Vendor Management Section at (850) 413-5519 or via email at: FLW9@myfloridacfo.com.

e) Note: in order to process your application and ensure that all future correspondence and/or payment will be sent correctly, please be sure that the name and address in your Substitute W-9 form information (entered online at https://flvendor.myfloridacfo.com) match those on your application form AND your information on file with the IRS. At least one telephone number must be given on the application form.

2) The landowner contacts the forester or natural resource professional of his/her choice to prepare practice recommendations and/or assistance with completing the application form, practice plan, and a tract map. See Appendix 3 for requirements for tract maps. Maps of poor quality or that do not conform to all required map standards outlined in Appendix 3 will not be accepted. If sub-standard maps are received, the Florida Forest Service County Forester or landowner will be notified and required to submit an acceptable map before the end of the sign-up period for the application to be eligible for the program.

3) The landowner requests a tract visit from a Florida Forest Service forester, who verifies that the stand conditions meet the specific requirements for the proposed treatment (see stand requirements in Sections C and D), and that the treatment proposed is feasible. Both the Florida Forest Service forester and the landowner sign the application form under the section labeled “Initial Project Approval.”

4) The landowner mails the signed application, completed Florida Substitute Form W-9, practice plan (if requesting assistance with invasive exotic treatment or native understory establishment), and the tract map to the program coordinator at:

Longleaf Pine Private Landowner Incentive Program  
c/o Conservation Programs Manager  
Florida Forest Service  
3125 Conner Blvd., 1-273  
Tallahassee, FL 32399-1650

Applications must be received at the above address during the specified sign-up period for the given fiscal year (see Appendix 1).

5) The program coordinator and program staff review the application materials and score the application for funding consideration using established ranking criteria (see Appendix 4). At the end of the sign-up period (after all applications have been received and ranked), the program coordinator ranks, approves and signs all qualifying application forms, assigns a project completion date to each, and forwards them for approval by Florida Forest Service State Office and the Division of Administration.

6) Once the application is approved by the Division of Administration and returned to the program coordinator, the program coordinator will mail duplicate originals of the application, along with written notification of approval, to both the landowner and the Florida Forest Service.
forester. These should be kept on file by both the forester and the landowner until project completion. The landowner should not begin implementing the practice until this written notification of approval is received.

7) If the application is denied by either the program coordinator, Florida Forest Service State Office or the Division of Administration, the program coordinator will notify the landowner and Florida Forest Service forester in writing explaining the reason for denial. Incomplete application packages will be returned.

8) After receiving written approval, the landowner is responsible for seeing that the approved practice is carried out according to all treatment and program requirements (see Sections C pg. 4 and D pg. 7). Practices must be completed by March 31, 2021 and reimbursement paperwork received by Florida Forest Service-State Office by April 15, 2021. Upon completion of the practice, the landowner contacts the Florida Forest Service forester to schedule a performance check.

9) The Florida Forest Service forester revisits the property (bringing the application form and maps) and verifies that the practice and target stocking level (if applicable) were achieved according to program requirements. The landowner shows the Florida Forest Service forester documentation (original receipts and invoices) of all practice costs incurred, with total costs clearly indicated.

10) If the practice has been satisfactorily completed, the Florida Forest Service forester verifies that the remaining items on the application form are filled out correctly (including total acres treated, total cost incurred, and final payment requested). The landowner and the Florida Forest Service forester sign the form under the section labeled “Final Payment Approval.” Any changes such as a reduction in acres treated must be indicated and submitted on an updated map that meets the map preparation guidelines found in Appendix 3.

Note: If the forester determines that the practice has not been completed satisfactorily (e.g. excessive crown scorch or trunk wounding, improper residual stand stocking, etc., see practice requirements in Sections C and D), the forester can request a site evaluation from the Cooperative Forestry Assistance Section to determine if partial or complete reduction of the incentive payment is warranted.

11) The landowner mails the original application and all receipts and invoices, to the program coordinator at the address in #4 above no later than April 15, 2021.

12) The program coordinator reviews documents and, if approved, forwards the necessary information to the Division of Administration for processing of payment. After processing, the Department of Agriculture and Consumer Services will issue a check to the landowner. Payment will not exceed the maximum incentive payment limits established for each practice or $10,000 per contract.

F. Funding Availability and Priorities

The Longleaf Pine Program is supported by limited grant funding. All applications received during the sign-up period will be evaluated and ranked to determine which applications can be approved with the
available grant funds. Applications that meet all the eligibility and program requirements will be evaluated for funding based on established criteria outlined in Appendix 4. A total point score will be assigned to each application based on these criteria. Applications will be prioritized for funding by ranking scores from highest to lowest. Tie scores will be ranked by random order. If a submitted application cannot be approved due to insufficient funds, the landowner will receive a letter from the project coordinator indicating 1) that the application has been placed on file, and will be funded according to the above ranking criteria once more funds become available, or 2) that the program has been discontinued indefinitely and if it is reinstituted, landowners will be required to re-apply.

**G. Failure to Complete Approved Practices**

If a landowner anticipates that he/she will not complete the approved practice prior to the completion date specified on the application form, but still intends to install the practice, he/she must notify the program coordinator at the address in #4 above, **in writing no later than 30 days before the original completion date and request an extension**. This request letter should include the landowner’s name, contract number, and a well-justified reason the practice could not be completed on time. The program coordinator, in turn, will review extension requests and may grant a new completion date not to exceed 12 months past the original completion date. A landowner requesting an extension will either be sent 3 hardcopies of a contract amendment for signature, or will be informed that the extension could not be granted. **NOTE: Extensions are not guaranteed** and in some years may not be available at all due to limited grant duration. In order to ensure payment, landowners should complete the practice by the original completion date assigned.

Landowners with incomplete practices who do not request an extension by 30 days prior to the original completion date on the application form forfeit claim to payment for those practices. Funds for those practices may be re-allocated for other applicants.

If, at any time before the expiration date, the landowner knows for certain that he/she will be unable to complete all approved practices on the application, he/she should notify the Florida Forest Service forester. The Florida Forest Service forester should write the word CANCELED across the top of his/her copy of the application form and send it to the program coordinator. Funds for cancelled practices may be re-allocated for other applicants.

**H. Florida Forest Service Offices and More Information**

To contact the Florida Forest Service county forester or Florida Forest Service office nearest you, consult the state government section of your phone book, or visit the web at [FDACS.gov/CountyForester](http://FDACS.gov/CountyForester). For more information about Private Landowner Assistance Programs, visit the Forestry Assistance Section under “Forest Management” on the Florida Forest Service web site listed above. Also, ask for the brochure “Keys to Successfully Planting & Establishing Longleaf Pine” from your local Florida Forest Service office.
Appendix 1.

2020 Longleaf Pine Private Landowner Incentive Program
Sign-Up Dates

Sign-ups Begin: 8:00 am, Wednesday, June 10, 2020

Batch Period Closes: 5:00 pm, Wednesday, July 8, 2020

Applications for the 2020 program must be received by the Florida Forest Service Headquarters office in Tallahassee between the start and end times listed above. Applications postmarked by the end date will be accepted. The address is:

Longleaf Pine Private Landowner Incentive Program
c/o Conservation Programs Manager
Florida Forest Service
3125 Conner Blvd., I-273
Tallahassee, FL 32399-1650

Applications received in Tallahassee before the start date, or received (or postmarked) after the end date will not be considered, or will receive lowest priority ranking for any remaining available funds. All applications received at any time during sign-up period will be equally evaluated and ranked for funding approval using established criteria (Appendix 4).

2020 Practices and Incentive Payment Rates

<table>
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<tr>
<th>Practice Category</th>
<th>Incentive payment rate:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Invasive Exotic Plant Treatment</td>
<td>$100 / acre</td>
</tr>
<tr>
<td>2. Timber Stand Improvement</td>
<td>$50 / acre</td>
</tr>
<tr>
<td>3. Prescribed Burning</td>
<td>$15 / acre</td>
</tr>
<tr>
<td>4. Native Plant Understory Establishment/Enhancement</td>
<td>$300 / acre</td>
</tr>
<tr>
<td>5. Mechanical Underbrush Treatment</td>
<td>$25 / acre</td>
</tr>
<tr>
<td>6. Longleaf Seedling Establishment</td>
<td></td>
</tr>
<tr>
<td>a) Site Preparation</td>
<td></td>
</tr>
<tr>
<td>i. Chemical or Scalping</td>
<td>$50 / acre</td>
</tr>
<tr>
<td>ii. Prescribed Burning</td>
<td>$15 / acre</td>
</tr>
<tr>
<td>b) Containerized Longleaf Pine Seedlings</td>
<td>$100 / 1000 seedlings</td>
</tr>
<tr>
<td>c) Bareroot Longleaf Pine Seedlings</td>
<td>$47.50 / 1000 seedlings</td>
</tr>
<tr>
<td>d) Planting (machine or hand)</td>
<td>$40 / acre</td>
</tr>
</tbody>
</table>
Appendix 2. Keys to Successfully Planting Longleaf Pine

Locating Vendors. To locate longleaf vendors contact your county forester with the Florida Forest Service. County Forester contact info is available at: https://www.fdacs.gov/Divisions-Offices/Florida-Forest-Service/For-Landowners/Programs/Longleaf-Pine-Private-Landowner-Incentive-Program. For a comprehensive list of longleaf nurseries call the Longleaf Alliance at 334-427-1029 and ask for a complimentary copy of the Longleaf Nursery List.

Container or Bareroot? Containerized seedlings typically have a higher survival rate than bareroot (20% higher on average); are easier to hand plant; store better and for longer periods; and have a wider planting window. Bareroot seedlings have a lower cost per purchased seedling; tolerate deeper planting typical of traditional machine planting; and have a better root structure when properly planted.

There are several factors that come into play when making the containerized/bareroot decision. Do you want the seedlings planted in very straight rows with exact spacing? If so, you probably want your seedlings machine-planted. Bareroot seedlings are well suited for machine planting on intensively site prepared land. On most sites, machine planting bareroot will yield better depth control and better survival than hand-planting bareroot seedlings. Will you accept less than exact spacing and rows that are not quite as neat and straight? If so, hand planting containerized seedlings may be the best route for you.

Longleaf pine can be successfully planted using either bareroot or containerized seedlings if the proper care and techniques are applied. Repeated planting failures are generally the results of planting mistakes. Two common reasons for longleaf planting failures are: 1) Incorrect planting depth (generally too deep), and 2) Planting in established grasses (especially Bermuda grass or Bahia grass).

When purchasing bareroot seedlings consider the following:
- Seedlings should have been undercut and laterally root-pruned at least once in nursery beds.
- Should have at least six primary lateral roots and a highly fibrous root system with numerous feeder roots.
- Seedlings should be 0.4-inch in root collar diameter or larger.
- Roots should be moist but not too wet. A dry root system means a dead seedling.
- Seedlings should have healthy foliage and no evidence of disease problems.

Seed Source Selection: It is best to plant seedlings grown from a local seed source. Most seed sources are from Coastal Plains seed production areas. In general, seed can be moved up to 100 miles north of the seed collection area.

Choosing a Tree Planting Contractor: This is one of the most important decisions you will make. Many planting failures can be traced to improper seedling handling and planting procedures by the planting crews. Make sure you pick the right contractor for the job. Choose one that has experience in successfully planting longleaf pine. Ask for references. Do not make your decision only based upon per acre cost of planting the seedlings. Paying $5-10.00 per acre more for a good, reputable contractor may mean the difference between a successful planting, or buying more seedlings and replanting the following year. Make sure your contractor and seedlings are compatible. If you line up a contractor whose only experience is planting containerized seedlings, don’t buy bareroot. If you purchase bareroot, find a contractor who has been successful with bareroot. A vendor listing for tree planting contractors can be found at: http://tlhfor013.doacs.state.fl.us/fsvd/

Maintain Oversight of the Planting Operation: You or your representative should be on site with the planting crew to ensure that the operation meets your quality standards. You may want to hire a forestry consultant to manage or procure the contractor and planting job. Some foresters are knowledgeable about longleaf. Some are not. For assistance on this matter, contact your Florida Forest Service County Forester. The vendor listing link in the previous paragraph also lists many of the available consulting foresters.

Rules of Thumb for Best Results:
- Plant early in the season; trees planted before Christmas tend to have better survival and growth rates than late planted seedlings. In some parts of Florida, frequent precipitation may allow planting in the summer months. [Note: This Incentive Program requires seedlings be planted between Nov. 1st and March 1st.]
- Do not plant in dry soils. Wait for adequate rain to moisten the rooting zone (upper 6 inches of soil). You may plant as early as October provided the soil is moist. [Note: This Incentive Program requires seedlings be planted between Nov. 1st and March 1st.]
• High winds and low humidity associated high pressure-cold fronts may dry out exposed bareroot seedlings roots, potentially leading to high mortality rates if extra care is not taken.
• Plant seedlings soon after delivery. Try to have all bareroot planted within one week of lifting from the nursery. Don’t waste your money buying leftover bareroot from other planting jobs. Containerized seedlings will store better, but the sooner they are planted the better.
• Always protect bareroot seedling bundles and boxes of container seedlings from freezing, excess heat, and exposure to the sun and wind.
• Bareroot seedling roots should be exposed to the sun and air for as little time as is absolutely necessary. **Never** wash or prune the roots of bareroot longleaf seedlings as these procedures will reduce survival.

**Planting longleaf on sites with Bermuda grass or bahia grass:** It is critical to kill Bermuda grass or bahia grass **prior** to planting. These grasses are much more difficult to control after planting and chemical control options are severely restricted. For best survival in pastures, broadcast spray grasses in August prior to planting with one of the following either A) 5-6 qt. of Accord®/acre, or B) 3 quarts Accord & 2 oz. Oust/acre, or C) 20-24 oz. Arsenal®/acre. Follow your chemical site preparation with a scalping site preparation. In bahia grass, a scalping site preparation may be more effective than a chemical site preparation. On most agricultural sites, scalping the area may be more beneficial than any other single treatment. For information on herbicide applications, contact your county forester.

**To Rip or Not to Rip:** Many agricultural fields and pastures have a hard, restrictive soil layer referred to as a ‘plow pan or hardpan’. In such cases, “rippling” or “subsoiling” will fracture the hardpan resulting in better planting conditions. Seedling root growth will also be greater resulting in better seedling growth. Ripping should be done several months prior to planting, as several rain events are necessary to settle the soil to eliminate air pockets. Rip with the contour of the land to avoid unnecessary erosion. Seedlings should be planted about 6” to the side of the rip. Do not plant directly in the rip because water will frequently use the rip as a channel, uncovering some seedlings and burying others. The taproot of the longleaf will find the rip and allow the seedlings to root deeper, thus minimizing the chance of wind-throw and increasing water availability to the tree.

**Planting Hints:** When planting pastures or undisturbed soils that will not erode, plant seedlings so that the root collar is directly at the soil surface. When planting cropland or other areas that have been heavily site-prepared, plant seedlings so that the root collar is about ¼ - ½” beneath the soil surface. Try to anticipate how much the soil will erode so that the root collar will end up at the soil surface. Planting too shallow will result in a seedling that dies quickly. Planting too deep will result in a seedling that dies slowly. Good compaction is needed to eliminate air pockets around seedling roots. Heavy-duty machines do a better job of packing than the typical hand planting crew.

**Hand Planting Tools:** Use the correct tool when hand-planting. Bareroot seedling roots are very large so planting shovels work best in opening a planting hole large enough to accommodate the root system. Many containerized seedlings have tools designed especially for their plug size. Using the correct tool will result in less root deformation, better survival, and better long-term growth.

*Join the Longleaf Alliance and receive current information on the management of longleaf pine.*
Longleaf Alliance
12130 Dixon Center Road
Andalusia, AL 36420
334-427-1029
e-mail: office@longleafalliance.org
https://www.longleafalliance.org/
Appendix 3.

Map Preparation Guidelines for Florida Forest Service Programs

Overview

The Florida Forest Service (FFS) administers a variety of forestry financial assistance programs for the benefit of private landowners in the state. In order to apply for a program, applicants must submit an application and other supporting documentation, including a map or maps of the property and/or practice area.

Applications without maps or with maps that do not sufficiently meet the requirements stated on the application risk being disqualified or delayed during the application approval process. Such a delay can result in a lack of funding for the applicant. Maps of poor quality or that do not conform to all required map standards outlined will not be accepted. If sub-standard maps are received, the FFS County Forester or landowner will be notified and required to submit an acceptable map before the end of the sign-up period in order to be considered for the program.

In an effort to avoid disqualifications and delays, FFS foresters are required to use a standardized map template that provides all of the information required by the programs. This document has been developed to assist in the mapping component of the application and provide specific instructions, template, and tips and tricks during the mapping process. These mapping requirements apply to all maps for Florida Forest Service cost-share programs but do not apply to Stewardship or general forest management plans. These instructions assume the use of ESRI ArcMap version 10.4.

Cost-share Application Maps will consist of an aerial image of the property, property boundary, practice area boundary, and a legend or labels that indicate the acreage and activity(ies) to be conducted. Maps prepared by non-FFS individuals (e.g., consulting foresters, landowners, etc.) must also conform to the guidelines stated below to ensure a smooth application process.

If a single map is used, it must include an aerial image of the property, property boundary, practice area boundary(s), and a legend or labels that indicate the acreage and activity(ies) to be conducted. When using an aerial image, no fill patterns may be used for the property, stands, or practice area polygons. The symbology for the polygon outlines must be adjusted to plainly differentiate between the interior and exterior of each polygon. All stands and practice areas should be clearly labeled with an ID number and acreage, either on the map or in the legend.

If using two maps, they should consist of a Location/Overview map of the property and a Stand/Practice Area map. The Overview uses an aerial image to provide directions and access to the property, and provides an unobstructed aerial view of the property. The Practice Area map shows the stands and practice areas pertinent to the cost-share application, with NO AERIAL IMAGE. Fill patterns may be used to differentiate stands and practice areas. All stands and practice areas should be clearly labeled with an ID number and acreage, either on the map or in the legend.
Required Mapping Elements

Sample maps are shown below with the required components numbered. Each component is discussed in more detail in a corresponding numbered paragraph. Although it is not necessary for a map to use the exact same format or “look” as the ones below, it must contain all of the following components:

1. Scale - A map scale can be provided either as a graphic scale bar (as shown on the sample map) or as a ratio (e.g., 1:24,000). Most FFS programs do not require use of a specific scale provided that the scale is sufficient to show the property, practice area, and other important features clearly. 
   Note: When a ratio scale is used, any resizing of the map by fax or reproduction will nullify the ratio. It is therefore recommended to use the graphic scale bar which will be resized along with the map and remain relatively accurate.

2. Title - Each map should have a title consisting of the landowner’s name and tract name, if applicable.

3. Author - The identity of the map preparer must be included on the map. FFS foresters should be identified by name. Initials may be used if the map is from a private source. This is important if questions arise about the map or if edits or additional information are required.

4. North Arrow - Most maps are oriented north-up. However, it is sometimes necessary for the map image to be rotated in order to fit it on the page. Because of this possibility, it is very important that each map contains a text or graphic symbol to indicate the direction of north.

5. Dates – All maps must include the date they were created. If digital imagery is used, the map should also include the source and year of the imagery (if known). Active management or natural disturbance can dramatically change the appearance of the landscape. This will provide valuable historical information about the management that has taken place on the property over time.

6. Property boundary - The property boundary need not be survey accurate. Property lines based on parcel data, ground reconnaissance or other credible sources are sufficient.

7. Disclaimer - Given the probability of property line error, all Florida Forest Service produced maps are required to have an approved disclaimer included on it. A basic disclaimer is included as part of the map templates provided by the CFA Section. Alternate versions may be found on the FFS GIS intranet site: https://freshfromflorida.sharepoint.com/sites/ffs/SitePages/Geographic-Information-and-Global-Positioning-Support.aspx. Disclaimers are recommended, but not required for maps produced by private sources.

8. County – Each map shall state the county in which the property is located. The county should be listed in the top right corner of the title bar along with the Lat/Lon and STR.

9. Acreage - Pertinent acreages should be included for property ownerships, stands, and / or practice areas shown on the map. Total property acreage shall be indicated in the title bar.
Practice area and stand acreage should be listed in a Legend table and on the map. Acreages must match the acreage on the cost-share application form.

10. **Access** - Your map should show local roads used to gain access to the property and practice area. *Note: A person unfamiliar with that area of the state should be able to use the map to locate the property.*

11. **Geographic location** – Maps should include the Section(s), Township, and Range (STR) and the latitude and longitude (in decimal degrees) of the property. These will provide additional location information and will also be required to obtain any prescribed burn authorizations that may be needed for the property.

12. **Location Map** – All FFS programs require a location map, either as an inset map (as shown) or as a separate map, to aid in identifying the property location. The scale of the location map should be as large (zoomed in) as possible while still showing nearby landmarks such as cities or major highway intersections. Someone unfamiliar with that area of the state should be able to navigate to the practice area using the two maps. *Note: When using the two-map format, an inset map is not necessary on the Stand/Practice Area map.*

13. **Stands or Practice Areas** - Clearly delineate and label the stands or areas where proposed practices will be implemented. Practice areas should be delineated by their boundary only with no fill color or pattern. This will prevent the aerial image beneath from being obscured. Maps are often reproduced or copied in black and white so it is important to use colors and line patterns that will remain apparent after reproduction.

14. **Legend** – Clearly symbolize and label the stands or practice areas. Make sure stand and practice area acreages are clearly stated and correspond with the cost share application. If you create a map showing the stands, map all of them. The sum of all stands should equal the property acreage.

**Aerial Imagery (Overview / Location Map only)** – All FFS cost-share applications must include one map with an aerial image as a background. This image may be lightened or made semi-transparent to improve the visibility of other graphics and symbology, but should still be clear enough to show the details of the landscape.

Please see “*Map Preparation Requirements for FFS Cost-share Programs*, Rev. May 2018” for complete details and instructions on creating required maps.
Sample Map #3 (Stand/Practice Map)
This map is an example of a Stand Map that also shows practice areas. The scale of your map will determine how small a polygon can be before it is better represented as a point. Each location should be labeled with its size. Total treatment acreage must match the acreage on the application.
Appendix 4.

Scoring Criteria for Funding Prioritization

1. **Type of Practice Requested.** Scores will be assigned to applications based on the type of practice requested. If two practices are requested, the score will be assigned based on the practice with the highest point total.

   - Longleaf Seedling Establishment  
   - Prescribed Burning *  
   - Invasive Exotic Treatments *  
   - Native Understory Establishment *  
   - Timber Stand Improvement *  
   - Mechanical Underbrush Treatment *  

   *stand must be $\geq 50\%$ of Longleaf pine by basal area or density

2. **Previous Funding Through FFS Assistance Programs.** Points assigned based on how recently a landowner has received funding through FFS administered assistance programs.

   - Previously held contract cancelled beyond landowner’s control: 30 points  
   - Not funded in the preceding 2 sign-up years: 20 points  
   - Not funded the preceding sign-up year: 10 points  
   - Funded the preceding sign-up year (or has an open contract): 0 points

3. **Forest Management Plan.** Applicants who have a current (prepared within the past ten years) multi-resource management plan (such as a Forest Stewardship Plan, Tree-Farm Plan, or consultant-prepared forest management plan) for the property on which the proposed practice(s) is (are) to be implemented will receive a higher score than those who do not have such a plan. A copy of the plan must be on file with the FFS County Forester to qualify for the highest score. Points are also given to those who do not have a current plan but are willing to commit to obtaining one or updating their old plan.

   - Forest Stewardship or other multi-resource management plan prepared within the last 9 years and on file with County Forester: 10 points  
   - Commitment to obtaining such plan or updating old plan: 5 points  
   - No current multi-use plan and no commitment to obtaining or updating: 0 points

4. **Located within Geographic Priority Area.** Points assigned based on treatment area being located in a defined longleaf related priority area.

   a. Priority longleaf per Florida’s Forest Action Plan/priority dataset 5 points  
   b. Priority Gopher Tortoise Habitat per Florida’s Wildlife Action Plan 0, 2, or 5 points  
   c. Priority area per *America’s Longleaf* or Local Implementation Team 5 points  
   d. Priority area based on National Bobwhite Conservation Initiative 0, 2, or 5 points

5. **Proximity to Protected Conservation Lands.** Points assigned based on how close the proposed treatment area is geographically located to Protected Conservation Lands in Florida.

   - Treated property is contiguous or adjacent to protected conservation lands 10 points  
   - Treated property is within 2 miles of protected conservation lands 5 points  
   - Treated property is more than 2 miles from protected conservation lands 0 points
Appendix 5.

Template invoice for documenting expenses when landowner conducts practice using own labor and/or equipment

Landowner Name: _________________________________
Address:     _________________________________
Longleaf Pine Private Landowner Incentive Program Contract Number:  __________________
Management practice(s) associated with this invoice: _________________________________

Equipment Use

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SUBTOTAL: $__________

Labor

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<tr>
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SUBTOTAL: $__________

Fuel and Oil

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SUBTOTAL: $__________

Other Expenses

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</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUBTOTAL: $__________

TOTAL EXPENSES: $__________

This invoice accurately represents the expenses I incurred during the implementation of the management practice(s) indicated above. I understand that invoices for additional work performed by contractors, the Florida Forest Service, or other entities should also be submitted, if applicable.

Landowner Signature:________________________________________________ Date:________________
Appendix 6.

FLEPPC List Definitions:

Exotic — a species introduced to Florida, purposely or accidentally, from a natural range outside of Florida. Native — a species whose natural range includes Florida. Naturalized exotic — an exotic that has sustained itself outside cultivation (it is still exotic; it has not “become” native).

Invasive exotic — an exotic that has not only naturalized, but is expanding on its own in Florida native plant communities.

Zone: N = north, C = central, S = south, referring to each species’ general distribution in regions of Florida (not its potential range in the state). Please refer to the map below.

The 2019 list was prepared by the FLEPPC Plant List Committee

- Tony Perine, Co-Chair, 2017-2019, National Park Service, Big Cypress National Preserve, tony_perine@nps.gov
- Dennis Giardina, Co-Chair, 2017-2019, Florida Fish and Wildlife Conservation Commission, dennis.giardina@mffwc.gov
- Janice Duquesnel, Florida Park Service, Florida Department of Environmental Protection, janice.duquesnel@dep.state.fl.us
- Alan Frankel, Florida International University, Department of Biological Sciences, afrankel@fiu.edu
- Roger L. Hammer, Retired Naturalist and Author, ralhammer44@comcast.net
- John Kanzer, Florida Fish and Wildlife Conservation Commission, john.kanzer@mffwc.com
- James Lange, Fairchild Tropical Botanic Garden, jangle@fairchildgarden.org
- Kenneth Langland, Professor Emeritus, University of Florida/IFAS, Agronomy Department, klangland@ufl.edu
- Deah Lillian, University of Florida/IFAS, Agronomy Department, dmlillian@ufl.edu
- Chris Lockhart, Habitats Specialists Inc., cchris@lockharts.org
- Jean McCollum, Natural Ecosystems, jeannm@naples.net
- Gil Nelson, Professor Emeritus, Florida State University/DoBiO, gilnelson@bio.fsu.edu
- Jennifer Possley, Fairchild Tropical Botanic Garden, jpossley@fairchildgarden.org
- Jimi L. Sadler, National Park Service, Everglades National Park, jimi_sadler@nps.gov
- Dexter Sowell, Florida State University, FNAL, dsowell@fsu.edu
- Jessica Spencer, US Army Corps of Engineers, jessica.a.spencer@usace.army.mil
- Arthur Stiles, Florida Park Service, arthur.stiles@dep.state.fl.us
- Richard P. Wunderlin, Professor Emeritus, University of South Florida, rwunder@usf.edu

Florida Exotic Pest Plant Council’s 2019 List of Invasive Plant Species

The mission of the Florida Exotic Pest Plant Council is to reduce the impacts of invasive plants in Florida through the exchange of scientific educational, and technical information.

Note: The FLEPPC List of Invasive Plant Species is not a regulatory list. Only those plants listed as Federal Noxious Weeds, Florida Noxious Weeds, Florida Prohibited Aquatic Plants, or in local ordinances are regulated by law.

Purpose of the List

To provide a list of plants determined by the Florida Exotic Pest Plant Council to be invasive in natural areas of Florida and routinely update the list based upon information of newly identified occurrences and changes in distribution over time. Also, to focus attention on:

- The adverse effects exotic pest plants have on Florida’s biodiversity and native plant communities,
- The habitat losses in natural areas from exotic pest plant infestations,
- The impacts on endangered species via habitat loss and alteration.
- The need for pest plant management,
- The socio-economic impacts of these plants (e.g., increased wildfires or flooding in certain areas),
- Changes in the severity of different pest plant infestations over time
- Providing information to help managers set priorities for research and control programs.

www.fleppc.org
**CATEGORY I**
Invasive exotics that are altering native plant communities by displacing native species, changing community structures or ecological functions, or hybridizing with natives. This definition does not rely on the economic severity or geographic range of the problem, but on the documented ecological damage caused.

<table>
<thead>
<tr>
<th>Scientific Name</th>
<th>Common Name</th>
<th>Zone</th>
<th>Scientific Name</th>
<th>Common Name</th>
<th>Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abrus precatorius</td>
<td>rosary pea</td>
<td>C, S</td>
<td>Mothraea repens</td>
<td>Natalgrass</td>
<td>C, S</td>
</tr>
<tr>
<td>Acacia auriculiformis</td>
<td>earleaf acacia</td>
<td>C, S</td>
<td>Microstegium graminum</td>
<td>Serbian fescue, wert fern</td>
<td>S</td>
</tr>
<tr>
<td>Albizia julibrissin</td>
<td>mimosa, silk tree</td>
<td>N, C</td>
<td>Microstegium vimineum</td>
<td>Japanese stillgrass</td>
<td>N</td>
</tr>
<tr>
<td>Albizia lebeck</td>
<td>woman’s tongue</td>
<td>C, S</td>
<td>Mimosidae</td>
<td>Japanese mimosa</td>
<td>C, S</td>
</tr>
<tr>
<td>Ardisia crenata</td>
<td>coral ardisia</td>
<td>N, C, S</td>
<td>Nandina domestica</td>
<td>Heavenly bamboo, nandina</td>
<td>N, C</td>
</tr>
<tr>
<td>Ardisia elliptica</td>
<td>shoebill ardisia</td>
<td>C, S</td>
<td>Nephrolepis brownii</td>
<td>Asian sword fern</td>
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<td>asparagus fern</td>
<td>N, C, S</td>
<td>Nephrolepis cardifolia</td>
<td>sword fern</td>
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<tr>
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<td>orchid tree</td>
<td>C, S</td>
<td>Neoraurola rufa</td>
<td>Burma reed</td>
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<td>Biscutia javanica</td>
<td>bishopwood</td>
<td>C, S</td>
<td>Nhythoides cristata</td>
<td>crested floatingheart</td>
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</tr>
<tr>
<td>Calepium stylosum</td>
<td>Santa Maria</td>
<td>S</td>
<td>Penia fruticosa</td>
<td>savanna vine</td>
<td>S</td>
</tr>
<tr>
<td>Caroaria equisetifolia</td>
<td>Australian pine</td>
<td>N, C, S</td>
<td>Nedelia fruticosa</td>
<td>stink vine</td>
<td>N, C, S</td>
</tr>
<tr>
<td>Caroaria glauca</td>
<td>suckering Australian pine</td>
<td>C, S</td>
<td>Panisenum repens</td>
<td>tortoigrass</td>
<td>N, C, S</td>
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<tr>
<td>Catharanthus purpureus (Peristemon purpureum)</td>
<td>elephantgrass, Napi grass</td>
<td>N, C, S</td>
<td>Pisian ophiopogon</td>
<td>water-lettuce</td>
<td>N, C, S</td>
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<td>Cissus quadrangularis</td>
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<td>guava</td>
<td>C, S</td>
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<td>Colocasia esculenta</td>
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<td>N, C, S</td>
<td>Psararia montana var. labata</td>
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<td>Colubrina asiatica</td>
<td>latherleaf</td>
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<td>Rhodamystem tomentosum</td>
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<td>Cuscuta angustifolia</td>
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<td>Rubia simplex</td>
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<td>Datura metel</td>
<td>Japanese false spinewort</td>
<td>N, C</td>
<td>Solanum minima</td>
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<tr>
<td>Dioscorea alata</td>
<td>winged yam</td>
<td>N, C, S</td>
<td>Scrofula stachya</td>
<td>beach naupaka, half flower</td>
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<td>Dioscorea bulbifera</td>
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<td>Schefflera actinophylla</td>
<td>schefflera, umbrella tree</td>
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<td>Dolichos lablab</td>
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<td>Scirca lacustris</td>
<td>Wright's rush</td>
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<tr>
<td>Eugenia uniflora</td>
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<td>Scirca microcarpa</td>
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<td>Ficus microcarpa</td>
<td>laurel fig</td>
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<td>Solanum tamnense</td>
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<tr>
<td>Hydrilla verticillata</td>
<td>hydrilla</td>
<td>N, C, S</td>
<td>Solanum vinasum</td>
<td>tropical soda apple</td>
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<td>Hygrooth phyllopodia</td>
<td>green hygro</td>
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<td>Sporobolus jacquemontii</td>
<td>West Indian dropseed</td>
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<td>Hymenocardis plumans</td>
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<td>Ipomea triloba</td>
<td>coqgrass</td>
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<td>Syzygium cuminii</td>
<td>Java plum</td>
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<td>Ipomoea aquatica</td>
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<td>Tectaria incise</td>
<td>indented halberd fern</td>
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<td>Jasminum dichotomum</td>
<td>Gold Coast jasmine</td>
<td>C, S</td>
<td>Thelypilus saponaria</td>
<td>jeweled maidenhead fern</td>
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<tr>
<td>Jasminum fluminense</td>
<td>Brazilian Jasmine</td>
<td>C, S</td>
<td>Thosapalum palauense</td>
<td>seadock mahoe</td>
<td>C, S</td>
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<tr>
<td>Lantana striata</td>
<td>lantana, shrub verbena</td>
<td>N, C, S</td>
<td>Tradescantia fluminensis</td>
<td>small leaf spiderwort</td>
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<tr>
<td>Licium corenosa</td>
<td>glossy privet</td>
<td>N, C</td>
<td>Tradescantia spathacea</td>
<td>oyster plant</td>
<td>C, S</td>
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<tr>
<td>Ligustrum sinense</td>
<td>Chinese privet</td>
<td>N, C, S</td>
<td>Tridax sebifera</td>
<td>Chinese tallow-tree</td>
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<tr>
<td>Limonium japonica</td>
<td>Japanese honeysuckle</td>
<td>N, C, S</td>
<td>Stachys semibullata</td>
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<tr>
<td>Ludwigia peruviana</td>
<td>Peruian primrose willow</td>
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<td>Urena lobata</td>
<td>Caesar's weed</td>
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<tr>
<td>Lumnitzera racemosa</td>
<td>black mangrove</td>
<td>S</td>
<td>Urochloa mutica</td>
<td>paragrass</td>
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<tr>
<td>Luzula subsecta</td>
<td>Tropical American water grass</td>
<td>S</td>
<td>Vigna rotundifolia</td>
<td>beach violet</td>
<td>N</td>
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<tr>
<td>Lysimachia pinnata</td>
<td>Japanese climbing fern</td>
<td>N, C, S</td>
<td>Vitex rotundifolia</td>
<td>beach violet</td>
<td>N</td>
</tr>
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<td>Lysimachia Arnottii</td>
<td>Ota Ward climbing fern</td>
<td>N, C, S</td>
<td>Vitex rotundifolia</td>
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<td>N</td>
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<tr>
<td>Manilkara zapota</td>
<td>sapodilla</td>
<td>S</td>
<td>Vitex rotundifolia</td>
<td>beach violet</td>
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<tr>
<td>Melaleuca quinquenervia</td>
<td>melaleuca, paper bark</td>
<td>C, S</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 Does not include Ficus microcarpa var. fujimorii, which is sold as “green island ficus”.

2 Historically, this non-native has been referred to as Lettanactea camara, a species not known to occur in Florida.

3 Does not include the native endemic Spermacoce neotemelina.

4 Microstegium graminum has been previously misidentified as Microstegium scolopendria.

* Added to the FLEPPC List of Invasive Species in 2019.

## CATEGORY II

Invasive exotics that have increased in abundance or frequency but have not yet altered Florida plant communities to the extent shown by Category 1 species. These species may become Category 1 if ecological damage is demonstrated.

<table>
<thead>
<tr>
<th>Scientific Name</th>
<th>Common Name</th>
<th>Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adenanthera pavonina</td>
<td>red sandalwood</td>
<td>5</td>
</tr>
<tr>
<td>Agave sisalana</td>
<td>sisal hemp</td>
<td>C, 5</td>
</tr>
<tr>
<td>Ailanthus ornata</td>
<td>devil tree</td>
<td>5</td>
</tr>
<tr>
<td>Alternanthra philoxeraeides</td>
<td>alligatorweed</td>
<td>N, C, 5</td>
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<tr>
<td>Antigonon leptopus</td>
<td>coral vine</td>
<td>N, C, 5</td>
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<tr>
<td>Aralia japonica</td>
<td>Japanese aralia</td>
<td>N</td>
</tr>
<tr>
<td>Aristolochica elegans</td>
<td>calico flower</td>
<td>N, C, 5</td>
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<tr>
<td>Axyloma grandiflora</td>
<td>Kings proud</td>
<td>C, 5</td>
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<tr>
<td>Begonia coccinea</td>
<td>wax begonia</td>
<td>N, C, 5</td>
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<tr>
<td>Brassica napus</td>
<td>paper mulberry</td>
<td>N, C, 5</td>
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<tr>
<td>Brugulara gymnorrhiza</td>
<td>large-leaved manga</td>
<td>S</td>
</tr>
<tr>
<td>Calotropis gigantea</td>
<td>inch plant</td>
<td>C, 5</td>
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<tr>
<td>Caesalpina crista</td>
<td>river sheak</td>
<td>C, 5</td>
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<tr>
<td>Cecropia stricta</td>
<td>trumpet tree</td>
<td>5</td>
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<tr>
<td>Cercis mexicana</td>
<td>mission grass</td>
<td>N</td>
</tr>
<tr>
<td>Cetonia aurata</td>
<td>fountain grass</td>
<td>N</td>
</tr>
<tr>
<td>Cestrum diurnum</td>
<td>day jasmine</td>
<td>C, 5</td>
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<tr>
<td>Chenopodium amaranticum</td>
<td>bamboo palm</td>
<td>S</td>
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<tr>
<td>Clerodendrum japonense</td>
<td>Japanese clerodendrum</td>
<td>N, C</td>
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<tr>
<td>Cocculus nucifera</td>
<td>coconut palm</td>
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<td>Crocosmia ochroleuca</td>
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<td>Cryptocoryne longifolia</td>
<td>Madagascar rubbi</td>
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<td>Cyperus involucratus</td>
<td>umbrella plant</td>
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<td>Cyperus praetorius</td>
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<td>Dactylis glomerata</td>
<td>Durban crows foot grass</td>
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<td>Dalbergia elongata</td>
<td>Indian rose wood, oak</td>
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<td>Dalechampia scandens</td>
<td>spurge creeper</td>
<td>S</td>
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<td>Datura stramonium</td>
<td>Spanish tobacco, wood</td>
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<td>Dracaena dracoidea</td>
<td>bowstring hemp</td>
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<td>Eucalyptus gunnii</td>
<td>silvertop, thorny olive</td>
<td>N, C</td>
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<tr>
<td>Eucalyptus umbricola</td>
<td>autumn olive, silverberry</td>
<td>N, C</td>
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<td>Epaphroditus pollinum</td>
<td>pothos</td>
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<tr>
<td>&quot;Acacia&quot;</td>
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<td>Euphorbia roylei</td>
<td>gargoyle</td>
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<td>Ipomoea carnosa subsp. fistulosa</td>
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<td>Kalanchoe thunbergii</td>
<td>mother of millions</td>
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<tr>
<td>Kalanchoe plantiflora</td>
<td>life plant</td>
<td>C, S</td>
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<table>
<thead>
<tr>
<th>Scientific Name</th>
<th>Common Name</th>
<th>Zone</th>
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<td>Koelreuteria elegans</td>
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<td>Formosana</td>
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<td>Landivarina punctata</td>
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<td>Leguminosae</td>
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<td>Lathyrus chinensis</td>
<td>Japanese aralia</td>
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<td>Macropleuria lathyroides</td>
<td>wild bushbean</td>
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<tr>
<td>Malvastrum viminaria</td>
<td>(Gilliesia visnagin)</td>
<td>C, 5</td>
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<tr>
<td>Malva ceafer</td>
<td>cherrybark</td>
<td>N, C, 5</td>
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<tr>
<td>Malus pumila</td>
<td>paper mulberry</td>
<td>N, C, 5</td>
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<tr>
<td>Malus xilanthia</td>
<td>orange</td>
<td>S, C</td>
</tr>
<tr>
<td>Mesembryanthus</td>
<td>trumpet tree</td>
<td>5</td>
</tr>
<tr>
<td>Mitchellia floribunda</td>
<td>mission grass</td>
<td>N</td>
</tr>
<tr>
<td>Mitchellia floribunda</td>
<td>fountain grass</td>
<td>N</td>
</tr>
<tr>
<td>Platycarya bicornutum</td>
<td>staghorn fern</td>
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<tr>
<td>Platanus × acerifolia</td>
<td>balsam apple</td>
<td>N, C, 5</td>
</tr>
<tr>
<td>Platanus × acerifolia</td>
<td>orange</td>
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<td>Pteris vittata</td>
<td>Chinese brake, ladder brake</td>
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<td>Psychespania elegans</td>
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<td>Rhododendron × hybridum</td>
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<td>Ricinus communis</td>
<td>castor bean</td>
<td>N, C, 5</td>
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<tr>
<td>Rotala rotundifolia</td>
<td>dwarf rotala, roundleaf tooth</td>
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<td>Ruellia blochiana</td>
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<td>Solanum × interomis</td>
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<td>Solanum torvum</td>
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<td>Spathiphyllum × elegans</td>
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<td>Spigelia × triloba</td>
<td>walden</td>
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<tr>
<td>Stachys reticulata</td>
<td>meadow foxtail</td>
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<tr>
<td>Syngonium podophyllum</td>
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<tr>
<td>Terminalia catappa</td>
<td>tropical almond</td>
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<tr>
<td>Terminalia australis</td>
<td>Australian almond</td>
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<td>Tribulus cistoides</td>
<td>puncture vine, burr nut</td>
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<td>Unochloa maxima</td>
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<td>Vitex trifolia</td>
<td>simple leaf chasteleaf</td>
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<td>Washingtonia robusta</td>
<td>Washington fan palm</td>
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<td>Wisteria sinensis</td>
<td>Chinese wisteria</td>
<td>N, C</td>
</tr>
<tr>
<td>Xanthosoma sagittatum</td>
<td>malanga, elephant ear</td>
<td>N, C, 5</td>
</tr>
</tbody>
</table>

---

1. Does not include *Ficus microcarpa* var. *fuscata*, which is listed as “green island ficus”.
2. Historically this non-native has been referred to as *Lantana camara*, a species not known to occur in Florida.
3. Does not include the native endemic *Spermacoce neodentis*.
4. *Microsorum gossum* has been previously misidentified as *Microsorum scapulifolium*.
5. Added to the FLEPPC List of invasive species in 1999.

Appendix 7.

Longleaf Pine
Landowner Incentive Program Application

FDACS-11386

(Please see next 2 pages)
# Longleaf Pine Private Landowner Incentive Program Application

**Florida Department of Agriculture and Consumer Services**
**Florida Forest Service**

**Longleaf Pine Private Landowner Incentive Program Application**

**Florida Statutes 559.277 and 559.04(1)**

**Application / Agreement Contract No.**

---

## Landowner Information:

(please print)

**Name:**

Last (or IRS name of entity) First Middle Initial

**Address:**

City: County: State: Zip:

Home Phone: Work Phone: Email Address:

SS# or FEID #:

(Required by 26 U.S.C. 6109 to confirm that landowner’s vendor information has been received by the Department of Financial Services; this number will be blocked out before this document is scanned, copied or stored.)

---

## Property Location:

County: S-T-R: Lat.: Long.:

---

## Project Description:

<table>
<thead>
<tr>
<th>Check size up to</th>
<th>Practice</th>
<th>Initial stand stocking</th>
<th>Final stocking target</th>
<th>Acres to be treated</th>
<th>No. of seedlings to purchase</th>
<th>Incentive payment rate</th>
<th>Payment initially requested</th>
<th>Total acres treated</th>
<th>No. of seedlings purchased</th>
<th>Total cost incurred</th>
<th>Final payment requested</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Invasive Exotic Treatment ²</td>
<td>N/A</td>
<td>N/A</td>
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<td>$</td>
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<td>Timber Stand Improvement</td>
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<td>Prescribed Burning</td>
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<td>$/ac</td>
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<td></td>
<td>Native Plant Understory Establishment ⁵</td>
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<td>N/A</td>
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<td>Mech. Underbrush: Mower type</td>
<td>N/A</td>
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<td>$/ac</td>
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<td>Longleaf Seedlings: cont: barefoot</td>
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<td>N/A</td>
<td>$/1000</td>
<td>N/A</td>
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<td>$</td>
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<td>Site Preparation: burn: chen/sculp</td>
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<td>Planting Method: machine: hand</td>
<td>N/A</td>
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<td>$/ac</td>
<td>N/A</td>
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</table>

**Totals** (payment requested not to exceed $10,000):

Predominant pine species:  Stand Age: yrs  Planned time of treatment (month/yr):

Other Specifications:

*Attach to this application: (1) a tract map that meets ALL specifications and requirements listed in the 2020 Longleaf Pine Private Landowner Incentive Program Technical Guidelines booklet Appendix 3 and (2) a detailed plan if requesting native plant understory or invasive exotic treatments.

---

## Initial Project Approval:

By signing this document, I certify that I have read and agree to all program requirements and covenants listed on the back of this application.

**Participating Landowner:**

Signed: Date:

Check any that apply:

- I have a current (prepared within the last 10 years) multi-resource forest management plan on file with a FFS County Forester.
- I do not have a current multi-resource forest management plan, but hereby commit to having a plan prepared or having my old plan updated.

**FFS Forester Approval:**

Signed: Date:

**Program Coordinator Approval:**

Signed: Date:

**Division of Administration Approval:**

Signed: Date:

**All practices must be completed by this date:**

**Extended Completion Date (if granted):**

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## Final Payment Approval:

I hereby submit to the Florida Department of Agriculture and Consumer Services my attached documentation of expenses incurred to complete the Longleaf Pine practice(s) on my property in accordance with program requirements and the completion summary table above.

**Participating Landowner:**

Signed: Date:

**FFS Forester Approval:**

Signed: Date:

*I certify that the practice has been completed according to program requirements, and that the information listed above is correct to the best of my knowledge.

**Program Coordinator Approval:**

Signed: Date:

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## Finance and Accounting Use Only

**Amount:**

Approved for Payment:

Financial Officer Signature: Date:

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Longleaf Pine Private Landowner Incentive Program Application

Per Florida Statutes 559.237 and 559.04(1)
Please read the Technical Guidelines booklet for a full list and description of all program requirements and procedures. The Guidelines are incorporated by reference and can be found at: https://www.FDAC.gov/LongleafIncentive

Summary of Eligibility and Program Requirements

1. Only non-industrial private forest (NIPF) landowners who own at least 5, but not more than 5000, acres of land in Florida counties described in the 2020 Longleaf Pine Private LIP Technical Guidelines booklet are eligible. These may include private individuals or entities, joint owners, non-profit organizations, or other combinations of ownership.

2. This program is available for NIPF with appropriate longleaf sites in the counties displayed on the map in the 2020 Technical Guidelines booklet (Appendix B).

3. Eligible landowners may apply for incentive payments for completion of approved longleaf pine practices. Payment is made at a standard rate assigned for the year the cost is incurred. There will not exceed $1,200 per acre for the 2nd fiscal year (July 1–June 30).

4. Only one application per landowner is allowed per state fiscal year. If an individual owns land (in full or in part) in the name of more than one legal landowning entity, application should be made on behalf of only one of those landowning entities per state fiscal year.

5. Practices assisted through this program must be conducted on a minimum of 5 contiguous acres in the state of Florida, all of which are owned in the name of the landowning entity.

6. Each practice (with the exception of Seedling Establishment) must be applied to an existing longleaf pine stand, defined for the purposes of this program as a forest stand (plantation or natural) in which Longleaf pine (Pinus palustris) constitutes at least 50% of the stand’s basal area or stem density.

7. Any practices performed before the landowner receives written application approval are not eligible for incentive payments.

8. Acreages enrolled in the Conservation Reserve Program (CRP), or other programs that may prohibit receipt of federal funds from more than one source for the same acreage, are not eligible for treatment under this incentive payment program.

9. Stands established or treated through this program must not be clearcut or intentionally destroyed for at least five (5) years after completion of the restoration practice. The only exception to this requirement is for stands (or sections thereof) that must be harvested or salvaged due to a spreading bark beetle infestation, disease, insect, wildfire, or other natural disaster. In such cases, the landowner must acquire an on-site authorization from a FFS forest prior to harvest. Failure to abide by this requirement will result in the recapture of incentive payments.

10. Practices must be conducted in a manner that maximizes the likelihood of the desired outcome or avoids or greatly minimizes injury to the residual stand. The Florida Forest Service reserves the right to deduct areas with excessive (≥25%) of the stand root injury, trunk injury, crown scorch (≥75% of canopy) or tree mortality from the final payment acreage.

11. Submitting an application to the Florida Forest Service does not guarantee project approval for payment, even if the landowner meets all the given criteria. Eligible applications received during the sign-up period will be evaluated, scored and ranked using established criteria to determine which applications can be approved with the available grant funds. The scores will be ranked by random order. The FFS will make final approval recommendations.

12. Practice installation expenditures must be supported by accurate and legible documentation such as invoices, billing statements, etc.

13. Incentive payments are only available for approved/eligible treatments, verified and certified complete by a FFS forester.

14. Of the total incentive payment, the landowner must retain at least 25% of the available practice options described below.

Summary of Approved Practices and Practice Requirements

1. Invasive Exotic Plant Treatment. Must be applied to control invasive exotic plants (as described in the program technical guidelines) growing in a longleaf pine stand or site to be planted to longleaf under this incentive program. 1 acre minimum; 100 acre maximum.

2. Timber Stand Improvement. Must be applied to a longleaf pine stand with an average basal area of at least 80 ft²/acre and 300 longleaf trees per acre. After treatment, the average basal area of the stand must be at least 60 ft²/acre but must not exceed 80 ft²/acre. A fixed, dollar-per-acre incentive will be paid to the landowner for implementation of this practice. 200 acre maximum.

3. Prescribed Fire. Must be applied to an existing longleaf pine stand for site preparation for planting longleaf and in accordance with Chapter 590, F.S., and/or F.A.C. 51-2 and local laws, regulations and burning restrictions. A burning authorization must be obtained from FFS. 665 acre maximum.

4. Native Plant Understory Establishment. Landowners establishing or enhancing native understory vegetation in a longleaf pine stand may receive incentive payments for the cost of the seed or plants (containerized or bareroot) and the planting operation (machine or hand planting). A minimum of 400 live seedlings/bareroot must be alive at the time of a survival check conducted by the FFS forester in August-October following planting. Minimum overstory basal area of 50 ft² at time of planting. 33 acre maximum. See additional practice requirements in the Technical Guidelines booklet.

5. Mechanical Underbrush Treatment. Must be applied to an existing longleaf pine stand with an average basal area of at least 30 ft²/acre. Competing underbrush and other woody vegetation must be reduced with 1) A Gyro–Trac, Post-trac or equivalent mulching-head equipment, or 2) a bush hog, Brown Tree Cutter, or other brush mowing equipment. Injury to roots and stems of residual pine must be avoided/minimized. 100 acre maximum.

6. Longleaf Seedling Establishment. Landowners establishing a longleaf pine plantation on appropriate sites may receive incentive payments for the cost of seedlings (containerized or bareroot), site preparation, and the planting operation (machine or hand planting). Planting density must be at least 500 trees per acre. A minimum of 250 seedlings/acre must be alive at the time of a survival check conducted by the FFS forester in August-October following planting. There is no acreage maximum but the maximum incentive payment is $10,000. See additional practice requirements in the Technical Guidelines booklet.

Note: Only those expenses incurred for approved treatments listed on the application/agreement are eligible for incentive payments. If necessary, previously approved treatments may be altered on the application only if the total incentive payment amount does not exceed the original amount approved, and the change is written approval from the Florida Forest Service Longleaf Pine Program Coordinator, with consultation from the county forester.

Summary of Landowner Application Procedure


2. The landowner contacts the forestry professional of his/her choice to receive practice recommendations and/or assistance with completing the application form and a tract map (see Appendix 3 of Technical Guidelines booklet for tract map requirements).

3. The landowner requests a site visit from a FFS forester, who verifies that the stand conditions meet the specific requirements for the proposed treatment and that the proposed practice is feasible. The landowner and FFS forester sign the application form under the section labeled “Initial Project Approval.”

4. The landowner mails the signed application along with the tract map and copy of completed Substitute W-9 to: Longleaf Pine LIP, c/o Conservation Programs Manager, Florida Forest Service, 3125 Conner Blvd 1-273, Tallahassee, FL 32399-1650.

5. The landowner registers as a vendor and submits the Substitute W-9 form information online at https://myvendor.myfloridaeac.com.

6. Upon project approval, the program coordinator will keep a copy of the application and send duplicate originals to both the landowner and the FFS county forester to hold on file until final project completion.

7. After the landowner receives written approval and a copy of the signed application from the program coordinator, implementation of the practice may begin. The landowner is responsible for seeing that the approved practice is carried out according to the Project Description on the application form and all practice recommendations.

8. Upon completion of the practice, the landowner contacts the FFS forester to schedule a performance check. The FFS forester revisits the property, brings the original application form and verifies that the practice and target stocking level (if applicable) were achieved according to program requirements.

9. The landowner shows the FFS forester legible documentation (original receipts/invoices) of all practice costs incurred, with total costs clearly indicated.

10. Once satisfied with completion, the FFS forester verifies that the remaining items on the application form are filled out correctly (including total acres treated, total cost incurred and final payment requested). The FFS forester signs the form under the section labeled “Final Payment Approval.”

11. Any change in treatment area(s) or practice(s) will require the FFS forester to submit a revised map clearly showing the area(s) by treatment accomplished.

12. The landowner mails the original application form, along with copies of all receipts and invoices to the program coordinator for processing (see address in Item 4 above).

13. Upon submission of all proper documentation, incentive payments will be reimbursed to the legal owner of the land in accordance with Subsection 215.452, Florida Statutes. The Florida Forest Service has no obligation to repay all or any portion of any incentive payment it paid to a landowner to the extent it is contingent upon an annual appropriation by the Legislature.

Covenants: By signing the reverse side of this application, I make the following certification and agreements in favor of the Florida Forest Service:

1. I certify that I am the legal owner of the land described on the reverse side of this application.

2. I agree to conduct the approved management practice on my property in accordance with the requirements above and in the Technical Guidelines, by the completion date assigned.

3. I further certify that participation by me or on my behalf in the Florida Longleaf Pine Private Landowner Incentive Program is not fraudulent or otherwise illegal, and that all expenditures submitted on my behalf for payment under this program are legitimate claims under the requirements of the program.

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Appendix 8.

Counties Eligible for the Longleaf Pine Private Landowner Incentive Program