Appendix H: Property Property management plan Guidance

PRIVATE FOREST ACCORD
GRANT PROGRAM

PFA Grant Program: Property Management Plan Guidance

The Private Forest Accord Grant Program (PFA Grant Program) requires grant recipients who receive funds with PFA Grant Program towards land acquisition to develop and implement a comprehensive property management plan for all purchased properties. For properties developed through a conservation easement, the easement shall describe the roles and responsibilities of each party and the uses and activities on the property that each expect to undertake or allow to be undertaken, including any restoration, enhancement, stewardship. Detail should be included in the property management plan so the PFA Grant Program understands how you intend to use and manage the property.

Important Notes for Conservation Easements:

- Draft Property management plans are due at time of the Application
- Final Property management plans are due 18 months following the execution date of the Conservation Easement
- Funds from the PFA Grant Program cannot be used to acquire land to satisfy mitigation obligations.

Key Points:

- **Property Management Plan Development:** You have the flexibility to develop the plan independently or collaborate with partner organizations and the landowner.
- **Property Management Plan Content:** The plan should establish a robust framework for:
  - **Protection:** Safeguarding the property's conservation values.
  - **Enhancement:** Taking actions to improve the property's ecological health and meaningfully benefit the Anticipated ODF PFA Habitat Conservation Plan Covered Species (PFA HCP Covered Species).
  - **Monitoring:** Tracking the status of the property's conservation values over time.
- **Consistency with Grant and Deed Restrictions:** The property management plan must align with the conditions outlined in the PFA grant award and any deed restrictions imposed on the property.
- **This Property Management Plan is required to be updated every year for 5 years in perpetuity following the execution date of the Easement. Any updates must be submitted to the Grantee, who will transmit it to the ODFW PFA Grants Program.**

Please review the entire template, including appendices, before completing the grant application questions. Provide clear and complete responses with all relevant information. Include supporting materials such as maps and photos within the plan or as appendices. Add a table of contents that lists all sections, questions, figures, maps, and appendices.

Property Management Plan Guidance Outline

Please use the following outline when developing your Property management plan. Each section below is required for your plan and should be clearly labeled, and supporting documentation (e.g., maps, photos, agreements) may be embedded within the plan or included as appendices. A table of contents must be included, identifying all sections, figures, maps, and appendices.

For your application submission you must provide a Table of Contents and a description of each section proposed within the table of Contents. All subsections will need to be completed for review by the Department before a final Property management plan is accepted.

1. Introduction and Background

1.1 Purpose of the Property management plan

Describe the purpose of this Property management plan including the goals, and objectives of the project.

1.2 Conservation Value

Describe the general conservation value of the property.

1.3 Ecological Significance

Describe the ecological importance of the property and its relevance to targeted PFA HCP Covered Species

1.4 Environmental Credits and Non-Mitigation Certification

Provide an affirmative compliance statement certifying that no portion of the Conservation Easement, nor any restoration activities outlined within this plan, will be utilized to generate, lease, or sell carbon offsets, species banking credits, or satisfy compensatory mitigation requirements for external activities.

2. Site Description

2.1 Site History & Physical Conditions

Provide a brief summary of the site's historic vegetation, including dominant plant communities and any known changes over time. Describe the physical description, topography, and boundaries

2.2 Current, Historical, and Future Land Use

Describe past, current, and anticipated future land use, highlighting any agricultural, industrial, recreational, or conservation activities.

2.3 Adjacent Land Use

Describe adjacent property land uses and how they may or may not impact property management and conservation values. Describe specific actions or measures taken or planned to ameliorate possible impacts

2.4 Cultural Resources

Identify any known cultural resources on the property and summarize any consultations with the State Historic Preservation Office (SHPO). SHPO consultation is required for all land acquisition projects and documentation of this process should be included.

2.5 Existing Structures

Describe current infrastructure and its impact on management. Include a map showing buildings, roads, bridges, culverts, fences, water control structures, etc.

2.6 Management Access

Describe management access to the site and how it affects property management.

2.7 Public Access and Use

Provide a description of current and planned public access and public use activities and how they will affect property management. Include a timeline for planned public access and use.

2.8 Current and Prior Land Use Agreements

List all current and prior Land Use Agreements. Include copies of the agreements as appendices.

2.9 Income-Generating Activities & Revenue Reinvestment

Provide details of current or planned leases or other income-generating activities on the property. If any revenue is expected, outline how those funds will be reinvested into property-specific stewardship or nearby protected lands.

2.10 Granting of Rights

Describe granting of any property interest or rights on the Protected Property, including easements, permits, licenses, or leases. Describe in detail any third-party rights to use of the property and the actions for coordinating with third parties to ensure their activities are within their rights and obligations, and to minimize impacts to the property's conservation values.

2.11 Interim Management

Describe management activities conducted between acquisition and present.

2.12 Funding Acknowledgment and Signage Compliance.

If erecting a sign on the property provide a description of all planned informational, educational, or boundary signs and explicitly detail how signage will display the PFA Grant Program as a funding source.

3. Easement Prohibitions and Management Exceptions Table

Using the table format below, list all easement prohibitions verbatim from the recorded Conservation Easement document. For each prohibited use, describe the property's current or planned compliance status and note any desired exceptions.

Exceptions will only be permitted if they meet all of the following criteria:

- The activity directly supports or enhances the Conservation Values of the property,
- The activity contributes to the desired future conditions of the property,
- Appropriate prescriptions are included to offset any potential negative impacts to Conservation Values.

Provide a complete table specific to your property. The following is an example only:

Easement Prohibitions	Compliance Status / Exceptions
No removal or destruction of riparian vegetation.	Native riparian vegetation will be protected and enhanced. Invasive species removal and native plantings are planned as outlined.
No draining, filling, or alteration of wetlands or streams.	Wetland and stream hydrology will be protected. Stream channel reconnection and large wood placement will occur as part of restoration actions (see Goal above), with mitigation measures in place.
No agricultural use, including crop production or grazing.	Property was historically grazed but grazing has ceased. No agricultural use is planned.
No application of herbicides, pesticides, or fertilizers.	Targeted herbicide application for invasive plant control is proposed under an approved Integrated Pest Property management plan (see Goal 3).
No motorized vehicle use outside designated roads or trails.	All management activities requiring vehicle access will use existing roads and will avoid sensitive areas. No new road construction is planned.
No dumping or storage of waste materials.	No such activity exists or is proposed. Temporary staging of materials for habitat enhancement will follow best management practices.

4. Water Rights

Provide a summary of all water rights associated with the property, including copies of the water right certificates as attachments. In terms of water rights, describe:

- Historical and recent use (past five years).
- Compliance with all usage requirements or provide explanation.

- Any water rights leases, including terms and timeframes.
- Planned future use and anticipated changes to water rights, with timelines.

5. Current Ecological Setting

5.1 Current Habitat Type and Conditions

List habitat and cover types, including special status or critical habitats and describe current habitat conditions. If any specific habitats were identified in the Conservation Easemnt, include those.

5.2 Special Status & Invasive Species

Provide a table of all special status species known or expected to occur on the property, including ESA-listed or candidate species, focal fish and wildlife, Oregon Conservation Strategy Species, and any species identified in the Conservation Easement. Include a brief description of each species' presence, extent, and relevance to the property's Conservation Values. If any species referenced in the grant application, baseline report, or previous Property management plan is not included here, explain why. In addition, list the most significant invasive species concerns on the property, describe their extent and impacts, and explain how these will be addressed in the Goals section of this plan. Include maps showing the distributions of both special status and invasive species.

5.3 Hydrologic and Soil Considerations

Describe any hydrologic features or conditions and soil types that are relevant to current property management and desired future conditions. Explain how these factors influence management decisions, restoration strategies, and long-term stewardship goals. Include supporting maps that show hydrologic features and soil classifications for the property.

5.4 Threats to Conservation Values

Identify any known or anticipated threats to the Conservation Values (e.g., public access pressure, surrounding development, invasive species) or to the Conservation Easement itself (e.g., boundary encroachments, trespass). Reference any protective actions already taken, such as monitoring, signage, or fencing, in the Interim Management Activities section. Describe how any current or ongoing threats will be addressed through the Goals and strategies outlined in this Property management plan.

5.5 Agriculture, Grazing, or Forestry Activities

If agriculture, livestock grazing, or forestry is permitted under the Conservation Easement, describe whether the activity is temporary (for stabilization or restoration) or long-term (to support desired future conditions).

For temporary activities, provide a phase-out plan, including timing and how the activity will meet short-term needs while protecting Conservation Values. For long-term use, describe the

proposed activity, its connection to maintaining or enhancing Conservation Values, and include specific goals and objectives in the Goals section of this plan.

Attach a grazing or forest property management plan detailing operational practices, timing, duration, intensity, and any necessary infrastructure. Include maps showing activity areas. Supplemental plans must address protection of Conservation Values and account for any sensitive species present. Forestry plans should be developed by a professional forester.

5.6 Commercial Activities Exclusion Review.

Itemize any allowed commercial uses permitted on the property under the narrow exceptions of the Conservation Easement. Provide a technical justification demonstrating that these activities will not degrade riparian buffers or impact covered PFA species.

6. Goals, Objectives and Strategies

6.1 Impacted PFA HCP Covered Species

List the targeted PFA HCP Covered Species this project is providing conservation uplift for.

6.2 Desired Future Condition

Describe the desired future conditions of the habitat types and acreages, including goal acreage totals for each PFA HCP targeted specie(s). These future conditions should include:

- The anticipated changes in habitat acreage;
- Describe how the habitat improvements or restoration work will affect the specific groups of wildlife you're targeting, especially those species that are priorities (like PFA HCP focal species). Will the project benefit them? How will their numbers, distribution, or behavior likely change?
- How landscape modifications may influence the target PFA HCP species
- Differences from the current habitat conditions.

6.3 Goals, Objectives, and Timeline

Describe the corresponding Goals and Objectives to achieve the future conditions above,, and, if appropriate, the Strategies you plan to take to achieve your goals and objectives.

- Provide an expected timeframe or schedule in which these actions will be implemented.
- Include stewardship and restoration activities and timelines for each planned activity.
- Identify responsible party or parties for each activity (i.e. grantor, grantee, other partner, etc.).

7. Monitoring

Provide a table describing monitoring activities planned to determine progress towards achieving identified goals, objectives, and future conditions, and to assure protection of the Conservation Values. Monitoring details should include monitoring metrics, methods, timing, and frequency. Example monitoring includes annual site visits and reporting, pre- and post-treatment monitoring photos, and vegetation surveys to document conditions over time.

In addition, describe how you will implement adaptive management based on the monitoring actions identified above to achieve the goals, objectives, and desired future conditions, and to protect the Conservation Values of the site.

8. Plan Term and Update Cycle

In general, Property management plans must function as long term strategic documents, establishing a comprehensive operational framework appropriate for approximately 20 years of habitat stewardship. Applicants must ensure that all anticipated restoration, enhancement, and monitoring actions are fully detailed within the initial plan to minimize the necessity for subsequent separate approval requests or frequent administrative modifications.

The Private Forest Accord (PFA) Grant Program enforces a mandatory performance review and update cycle **every five years, for a 20 year term,** to maintain a dynamic, scientifically sound approach to riparian and aquatic resource management. This recurring evaluation process must adhere to the following regulatory parameters:

- **Stewardship Data Integration:** The five year review must systematically evaluate field data gathered through tracking metrics, ongoing property maintenance records, and verified adaptive management information.
- **Mandatory Plan Amendments:** Grantees are required to formally update the Property management plan if the monitoring data indicates that modified or entirely new management prescriptions are necessary to successfully achieve the targeted PFA habitat conservation goals.
- **Department Vetting and Approval:** Any updated or amended Property management plan must be submitted directly to the PFA Grant Program for comprehensive review, and Grantees must secure formal written approval from ODFW before any modified management strategies may be legally implemented on the property.

9. Supporting Information

9.1 Other Past, Current or Planned Conservation Program Enrollment

List any other conservation programs in which portions or all of the property has been, is currently, or is planned to be enrolled.

9.2 Attachments

The following attachments are required at a minimum:

- Land Use/Landowner Agreements
- Water Right Certificates
- SHPO Correspondence
- Site Condition Photographs
- Conservation Easement(s) – *if applicable*
- Historical Maps
- Wetland Delineation Reports – *if applicable*
- Plant and Wildlife Species Inventory – *if applicable*
- Relevant Property management plans – *if applicable*

9.3 Figures and Maps

Map Requirements for Property management plans

Maps included in the Property management plan must clearly and accurately convey relevant information. Follow these guidelines to ensure consistency and readability:

- Each map must include a title, north arrow, scale, and legend.
- Clearly label features such as roads, trails, streams, water bodies, pipelines, and power line rights-of-way, where applicable.
- All maps (except historic aerial imagery) should be embedded within the body of the document, not placed in appendices.
- Maps should be on separate pages, sized and formatted for easy viewing with sufficient resolution.
- Use consistent colors, symbols, labels, and base maps across all maps.
- Satellite or aerial imagery base maps are preferred where appropriate.

The following are required maps and map elements to be included:

- Property Location Map (with roads, access points, tax lots)
- Inset Map (showing regional context)
- Tax Lot Acreage
- Conservation Easement Boundaries
- Regional Landscape Features
- Current Habitat Conditions
- Desired Future Habitat Conditions
- Infrastructure (roads, structures, fencing, easements)
- Soils
- Hydrology
- Invasive species
- Agriculture, Grazing or Forestry Activity

9.4 Tables

Include a list of all tables provided in the plan.