1.) Private landowners who contact the Conservation District with forestry related questions or visit the website, will be able to receive a referral to a forester/natural resource professional free of charge. The landowner and FAP forester will collect referral information (number acres, forest type, what kind of forestry assistance they are interested in).

2.) The District (FAP forester) emails the request directly to the service providers who expressed interest in being on a referral list for a particular activity. A listing of the referral requests will also be made available on the website. Referrals will be open for two weeks unless otherwise requested by the landowner.

3.) Resource professionals express their interest in a particular job to the Conservation District.

4.) All responses are forwarded to the landowner. The landowner decides which resource professional to work with through the guidance of the FAP forester.

5.) Follow-up with each landowner to be sure they have received the assistance they need.

6.) The FAP forester requests information from the landowner or service provider (after landowner’s approval) for financial information to be added to the quarterly reporting form. \*The information will not be linked to any names or specific location upon reporting. The information will be aggregated to the county level for reporting program accomplishments.

\*The information should be linked to names in the conservation district’s records in the office to keep track of landowners in their service area.