



## Conditions of Silviculture Round Approval

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All associated forms for the Forestry Futures Trust Silviculture program can be found on our website at [www.forestryfutures.ca](http://www.forestryfutures.ca). Please submit forms, invoices, and reports electronically to [admin@forestryfutures.com](mailto:admin@forestryfutures.com) (electronic signatures and seals are acceptable), and a copy to Diane Black at [diane.black@ontario.ca](mailto:diane.black@ontario.ca). If you cannot submit electronically, please contact Mona Wiltshire (General Manager) at (807) 343-8851 to discuss alternative arrangements.

- Terms of Project Approval: Submit within two weeks of receipt of approval notice or funds may be redirected to other projects of merit. *Terms of Project Approval must contain signature and RPF seal.*
- Interim and Final Invoices: Use forms revised December 2010. *Note; invoices are for reimbursement of expenditures.*
- Project Work Reports (PWR): Submit annually by April 30. *PWR must contain signature and RPF seal.*
- Final Project Work Report: Submit within two weeks of completing the project. Following the FFT Committee's receipt and approval, the Trustee will be authorized to release funds to pay the Final Invoice. *PWR must contain signature and RPF seal.*

**Please notify the Forestry Futures Trust Committee's general manager of any invoicing issue, change from forecasted project activities (prior to their occurrence), or expected late PWR submission. The FFT Committee must approve any amendment to the original approved project submission. Payment schedules and reporting requirements are being strictly enforced.**

Maps for silvicultural projects are mandatory for the completed areas and must be included with the Final Project Work Report only. Maps should follow the guidelines listed below:

- Maps are not required with Interim reports.
- Maps should be submitted electronically; however, where file size prohibits sending electronically, please mail a copy of the map on a CD to the FFT Committee address in Thunder Bay.  
(1294 Balmoral Street, Suite 202A, Thunder Bay, ON P7B 5Z5)
- Maps should show the area that was proposed for treatment and the area actually treated.
- Specify the base map number, show roads and other geographic features that would assist a person who wished to visit the treatment site.