

## PLANTS OF CONCERN: GUIDELINES FOR LAND MANAGEMENT FORM, 2008

The Land Management Form is intended to 1) simplify the information being requested of the volunteer monitor; 2) provide more precise and accurate information about management in relation to monitored populations than a typical volunteer may be able to provide; 3) encourage a closer partnership between monitors and land managers to provide the best information possible to show correlations between management activities and population trends. These guidelines clarify or explain the questions asked on the form. **Part 1 should be updated every year. Part 2 of this form needs only be submitted once. If you already submitted information for the EO or an EO subpopulation, you only need to complete Part 1 or correct any information from the past (POC can provide this report). Land Management reports will be on the website as of 2008 – for viewing only.**

The management data recorded on Part 1 of the Land Management form should reflect all that has occurred in the year prior to the date the EO was monitored. This date will be on the monitoring forms submitted by the monitor or can be obtained through POC staff.

You may use a single form to report on multiple species or subpopulations in the same location, provided the management is the same for all. Indicate all species and subpopulations included on the form. Agencies having many species/subpopulations to report on may use an Excel spreadsheet or a customized Access database developed by POC specifically for their assignments.

Land Managers may review all Monitoring Forms for EOs under their management. This is a secure site and a password is required. Your logon name for this site is the initial of your first name and your full last name. The password is your initials followed by a 4-digit code; for example, John Smith's logon would be jsmith and his access code would be js1234.

To register your code, contact Bianca Rosenbaum ([brosenbaum@chicagobotanic.org](mailto:brosenbaum@chicagobotanic.org)) and your code will immediately be assigned so that you can access your own records. Also contact Bianca for the Excel or Access Land Management submission option.

### **PART 1: Management in the Past Year**

#### **SECTION 1: GENERAL SPECIES AND SITE INFORMATION**

**Site name:** we are trying to be consistent with site names on record with the Natural Heritage Database. If the site names have changed significantly, we should inform the Database.

**Landowner:** Indicate the owner of the site where monitoring occurred. If you, as the land manager, differ from the owner, indicate the manager as well as the official owner. The Land Manager is typically not an individual but an agency.

**Genus, species, variety, site name, county, subpop #, and EOR#:** This information should match that on the monitoring form. If necessary, POC can provide the EOR#. For listed species, the EOR# corresponds to the number assigned by the Natural Heritage Database. For non-listed species, the number is assigned by the POC database.

#### **SECTION 2: HYDROLOGY**

**Hydrologic conditions based on precipitation during the growing season: for the past year since the last monitoring date.** Note if the area where the population is located was excessively wet or dry compared to an average year for each season.

**Flooding:** Was the population inundated at anytime during the last year?

#### **SECTION 3: MANAGEMENT WITHIN THE POPULATION**

**Management being conducted since last year's monitoring date, or in the past if this is the first time reported, specifically within the population or immediately adjacent to the population:** We aim to track management activities within and close to the monitored population. The monitor should be provided with a map or

aerial photo on which he/she marks the precise location (we also ask the monitor to draw a simple sketch of the population area). You may wish to visit the area with the monitor to confirm the management activities reported.  
**Burning:** List as many burn dates as possible for burn history. Specific dates would be best but try to indicate the month or season in which this area was burned during a specific year.

**Intensity:** we use a range for intensity: 1-33% being low, 34-66% moderate, 67-100% high

- **Low:** low temperature, low flame height, consumed < 50% of fuel in its path
- **Moderate:** average/moderate temperature, average flame height, consumed good amount of fuel
- **High:** high temperature, high flame height, large coverage area, consumed all available fuel in path

**Percent of Area Affected:** We use a range for the percent of the area affected by the burn:  
1-33%, 34-66%, 67-100%

**Mowing:** List the dates (for management, not trail grooming) and % of area affected, using the percent ranges.

**Buckthorn, brush, or invasive tree removal:** List the date (season/year) of brush/tree removal/herbicide, which species and the range for **both removal and herbicide**.

**Herbaceous invasives removal:** same as for brush removal. Indicate for each species, using ranges as above, the percent of removal and of herbicide.

**Other management being conducted within the population:** If other types of management are being conducted within this population, list them here with their dates, using the percent ranges where applicable.

#### SECTION 4: SITE MANAGEMENT

**General Management conducted in the past year within this site:** Management may be in place for this site but may not directly affect the monitored population. The main information we need about site management are the management practices in place. We do not require a detailed history of these activities outside the population monitored.

#### SECTION 5: ADJACENT LAND USE AND ADDITIONAL COMMENTS

If there is **pertinent information regarding any adjacent land use** that might have a negative impact on the population, please note in this section.

#### PART 2: History

#### SECTION 1: GENERAL SPECIES AND SITE INFORMATION

Same as for Part 1, Section 1.

#### SECTION 2: POPULATION INFORMATION

**Habitat/Community Type:** We use the classification system from the *Chicago Wilderness Biodiversity Recovery Plan*, found on pages 148-161. In some cases you may wish to indicate more than one habitat associated with a population. A link to the classification is available at [www.plantsofconcern.org](http://www.plantsofconcern.org).

**Was this population naturally occurring, introduced through restoration, or no one knows:** Indicate to the best of your knowledge the origin of this population. If it was introduced through restoration, provide the year of introduction. Provide the source of the plants or seed.

#### SECTION 3: ASSOCIATE SPECIES INFORMATION

**Were some of these associates introduced through restoration?** Indicate if any of the associates **listed on the monitoring form** were introduced. Provide the year of introduction, if known.

#### SECTION 4: SITE HISTORY OF LAND USE AS IT MAY AFFECT THE POPULATION

If you are aware of **any historical uses** of the site in general before it was managed, that may have affected the population, indicate these in the appropriate areas

## **SECTION 5: SITE MANAGEMENT HISTORY**

**General Management conducted in the past within this site:** Management may be in place for this site but may not directly affect the monitored population. The main information we need about site management is the year active management was initiated and the management practices in place. We do not require a detailed history of these activities outside the population monitored.

**Please return this form to Susanne Masi (Chicago Botanic Garden, 1000 Lake Cook Rd, Glencoe, IL 60022. FAX: 847-835-5484; smasi@chicagobotanic.org) within 3 weeks of receiving the forms from the volunteer monitor (or no later than September 30 if you receive the forms in September).** Agencies may submit all forms in conjunction with their internal reporting schedule. An Excel or Access format is available from Bianca Rosenbaum as an alternative. Note: volunteer monitors are asked to submit their monitoring reports simultaneously to you for approval and to POC, even in the event that they enter data on-line. If there are any corrections you wish to make on the Volunteer Monitoring Form, please submit them to POC as well.