

Section IX

Management Plan (MP) and Annual Operating Plan (AOP)

The Management Plan is considered the over-all, long-term plan for the WMA. Ideally, its objectives address weed management for at least five years or longer.

I. Guidelines for Developing a Weed Management Area Management Plan



The Management Plan (MP) is the guiding document for each Weed Management Area. It is developed after the steps outlined in Section II, "Purpose and Organization of Weed Management Areas, Part Two", are completed.

The Annual Operating Plan (AOP) addresses how the Management Plan is implemented on an annual basis.

Refer to **Appendix 11** for Management Plan examples.

- A. Define/Describe the WMA.
 1. Name and legal description.
 2. Describe boundaries.
 3. Describe land use — forest, recreation, grazing, farming, mining, etc.
 4. Describe topography, major aquatic features, and other natural resources.
 5. Describe wildlife and flora.
 6. Describe endangered species and species of special concern.
 7. Identify urban areas.
 8. Identify archaeological and Native American cultural sites.
- B. Define Purpose of WMA Management Plan.
 1. Describe long-term goals, objectives, and methods for controlling noxious weeds in this Weed Management Area.
 2. Identify funding and resources for weed management.
 3. Establish cooperation with residents, landowners, agencies, towns, organizations, counties, and states to effectively implement programs of prevention and control within the WMA.
 4. Coordinate with other WMAs in the area.
- C. Define WMA Policy.
 1. Commitment to cooperation. (*See Appendix 1 for a sample cooperative agreement.*)
 2. Commitment to the use of Integrated Weed Management methods. (*See Section VII.*)
 3. Establish adherence to management of noxious weed in accordance with area priorities as follows:
 - a. First — Prevention of potential invaders;
 - b. Second — Control of new and invading species new to a particular part of the WMA; and
 - c. Third — Containment and management efforts on established stands.

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4. Commitment to comply with all policies for at least 5 years.
- D. Define Long-Term WMA Objectives.
Objectives should address the needs of the individual WMA and may not need to include all aspects of noxious weed management listed here. Also, the need for and prioritization of the following objectives will vary between WMAs. It is important to *consider* each of these objectives, as success is greatest when an integrated plan is developed and implemented.
 1. Develop and maintain a survey and mapping system.
 2. Develop and maintain funding and administration.
 3. Develop awareness, education, and training programs.
 4. Develop prevention and early detection programs.
 5. Develop long-term management objectives for weeds of concern, according to area prioritization. (Refer to 3 above.)
 6. Develop and maintain monitoring and evaluation programs.
 7. Develop and maintain a reporting system.
- E. Identify Weeds of Concern within the WMA.
 1. List weed species and acres infested.
 2. Describe methods of introduction.
 3. Describe most likely areas of future infestations.
- F. Develop an Integrated Weed Management (IWM) program for target weed species.
 1. Describe all appropriate control methods for each weed. Use the Site Assessment Worksheet in *Appendix 10* to determine the most effective IWM program.
 2. Determine who will make yearly control methods recommendations. Keep recommendations current.
 3. Describe safety precautions to be implemented.
 4. Include corrective measures to prevent recurrence of weed infestations.
- G. Define Cooperators' Roles and Responsibilities.
 1. List agencies and jurisdictions involved.
 2. Identify signatures required.
 3. Define planning timetable.
 4. Define terms and time of termination if applicable.
- H. Define Collection and Management of Funds.
 1. Identify sources of funding.
 2. Establish a budget.
 3. Determine fund management responsibilities:
 - a. Determine if the WMA needs its own account.
 - b. Determine administrative costs.

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II. Guidelines for Developing an Annual Operating Plan

The Annual Operating Plan (AOP) addresses how, *on an annual basis*, the objectives of the over-all Management Plan are implemented. Due to manpower, funding, or other limitations, it may not be possible for the AOP to address all the objectives of the Management Plan in a given year. The Management Plan must address long term objectives and priorities. The Annual Operating Plan guides implementation of the Management Plan in yearly increments.

Budgets and circumstances may change from year to year and these changes are best addressed in making new Annual Operating Plans, rather than rewriting the Management Plan annually.

An AOP may be developed for different management zones within the WMA. These zone-specific plans should be utilized only if they enhance weed management and control. For instance, a specific AOP may be necessary to manage only roadside weed problems within the WMA.

Refer to *Appendix 11* for an Annual Operating Plan example. Review the Management Plan and review long-term objectives.

- A. Define Roles and Responsibilities.
 1. List agencies and jurisdictions involved.
 2. Obtain signatures required.
 3. Develop planning timetable.
 4. Define terms and time of termination, if applicable.
- B. Define Agreements and Compliance.
 1. Voluntary agreements: compliance of all land managers within their agency guidelines.
 2. Written agreements in special management areas requiring intensive management may be needed.
 3. Written agreements with landowners for control of noxious weeds along roadways may be implemented.
 4. Procedure for non-compliance must be followed where applicable.
 5. Cooperative agreements: (*See Appendix 1.*)
 - a. Include: state agencies, municipalities, federal agencies, railroads, power company, others.
 - b. Should include listed noxious weed species.
 6. Revegetative standards and guidelines: written plan specifying methods for accomplishing revegetation, timing, methods.
 7. Cost-share programs:

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- a. WMA steering committee should set standards for cost-share.
 - b. Cost-share programs within the WMA may differ within special management areas.
- C. Define Annual Funding and Resource Availability.
 1. Identify sources and amount of funding.
 2. Identify sources and amount of other resources:
 - a. Equipment availability.
 - b. Staff availability.
 - c. Cooperative mapping projects.
 - d. Storage availability.
 - e. Administration.
- D. Define Specific Actions to Meet AOP Objectives
 1. Implement and maintain a mapping program: (*See Section V.*)
 - a. Define areas for survey and mapping.
 - b. Determine who will be responsible.
 - c. Determine manpower and funding required.
 2. Implement prevention and early detection programs: (*See Section IV.*)
 - a. Define specific activities.
 - b. Determine who will be responsible.
 - c. Determine manpower and funding required.
 3. Implement awareness, education, and training programs: (*See Section III.*)
 - a. Define specific activities.
 - b. Determine who will be responsible.
 - c. Determine manpower and funding required.
 4. Implement the IWM system for the weeds of concern. (*See Section VII.*)
 - a. Determine short-term IWM objectives and methods for each target weed.
 - b. Determine who will implement treatment program.
 - c. Determine manpower and funding required for control.
 5. Implement and maintain monitoring and evaluation for all targeted weeds and according to Management Plan priorities and objectives. (*See Section VIII.*)
 6. Develop and maintain a reporting system for all proposed actions according to Management Plan priorities and objectives. (*See Section IX.*)