The following is intended to be used as a guideline for prospective clients of the DPG Small Scale Salvage program in preparing their initial proposal. The intent of this document is to streamline the proposal process by standardizing the way proposals are submitted to the district, and ensure that the Salvage Co-ordinator can efficiently perform the checks necessary to either support or not support an FLTC application. These guidelines will come into effect as of October 01, 2019.

1) The preferred method of submitting proposals is digitally.
2) A proposal should have the area(s) of interest (AOI) clearly identified.
   - Acceptable ways of identifying areas of interest include but are not limited to: .kml files that have points centered on the AOI; .shp files outlining the AOI; digital maps with either a point, an outline or a polygon (such as a circle, oval or rectangle), or aerial photograph with the same.
3) Should the proposal be in the form of a map or an aerial photograph, please ensure that identifying features such as lakes, rivers, roads, parks, etc. are labeled to facilitate locating the AOI in ArcGIS.
4) Ideally, GPS coordinates in the form of Lat/Long (DMS) or UTM will be included on maps/aerial photographs.
5) The proponent should clearly identify what type of timber is planned for salvage (E.g. blowdown, green attack Douglas fir bark beetle).
6) Finally, proposals which include multiple AOIs should have each individual AOI clearly labeled to avoid confusion.

Proposals submitted to the Salvage Co-ordinator that do not follow the above guidelines will not be considered and will be returned to the prospective client with a brief note indicating what should be changed.

Hard copy proposals will be accepted, provided that the maps or aerial photographs include the same information as requested for digital proposals.

Please be aware that “support of application” from the Salvage Co-ordinator does NOT guarantee that a licence will be issued. The proposal stage is intended to be a coarse filter; it is still possible that an area of interest will be rejected even if it passes the proposal stage.