

PFA Advisory Committee

Staff Report

Meeting Type: Virtual

Meeting Date: Tuesday, July 14, 2026

The purpose of this report is to inform the Private Forest Accord Advisory Committee (MAC) and the public about recent developments in the PFA Grants Program and ongoing staff efforts.

The PFA Advisory Committee (Committee) has finalized the following important documents:

- ✓ [Advisory Committee Operating Procedures](#)
- ✓ [Oregon Administrative Rules](#)
- ✓ [Expenditure Framework](#)
- ✓ [Meeting Agendas](#)

Agenda item: 3. Staff Presentation

Presented by: ODFW Staff: Andy Spyrka

Topics Covered:

Andy Spyrka, the PFA Grant Coordinator, will present the latest draft of the PFA Grants Land Transaction Guidance Document and its associated attachments to the PFA Grants Advisory Committee (AC). This draft includes comprehensive updates based on committee input and public feedback received since the last AC meeting. Because of this extensive collaborative input, the Department is presenting a clean revised version for review. Following the July 14 AC meeting, the Department will resume tracking all subsequent changes resulting from further public and AC comments.

While these updates are comprehensive, they do not change the core intent of the program, which remains focused exclusively on funding Conservation Easements on nonforest lands. The main revisions serve to align the Conservation Easement funding opportunity with the established goals of the Private Forest Accord Grant Program and standard state practices for this project type.

Over the past month, the Department integrated administrative, legal, and public feedback to improve clarity and functionality for both the agency and applicants.

- Public feedback focused mostly on match guidance, public notice standards, management plan parameters, and eligible project costs.
- The Department of Justice has revised the Guidelines and the Conservation Easement, they're currently reviewing the revised project agreement.
- Staff collaborated with OWEB to benchmark administrative procedures and align formal requirements with standard state programs.
- Reporting requirements were updated for this specific portion of the grant program to reflect how it differs from restoration focused funding.

- Grantees will be required to submit annual reports to the Department in perpetuity for the Conservation Easement.
- Grantees must submit an update to the Property Management Plan every 5 years following execution, for a total of 20 years.

The updated framework, which is available on PFAGrants.com, establishes clear structure for the Conservation Easement grant process. This includes a defined submission protocol for all mandatory deliverables during the application phase, post award tracking, contract execution, and post easement finalization. The standardized Conservation Easement template and draft agreement offer clear expectations for future applicants. Additionally, all necessary appendices and baseline documentation requirements are either completed or in final draft status.

The following documents have been posted online at PFAGrants.com and are provided to the AC for review ahead of the July AC meeting. This is not a comprehensive list of all of the appendices for this portion of the program, but these are the most relevant to the discussion to be had in July. The remainder of appendices and forms not included are more for process:

- PFA Grans Land Transaction Manual
- Conservation Easement
- Property Management Plan (*Land Management Plan*)
- Purchase and Sale Option Agreement
- Basline Inventory Documentation Guidance
- Evaluation Criteria for Transactions
- Project Agreement with Department

Agenda item: 3. Land Transaction Guidance Document Review

Presented by: Chair

Topics Covered:

Chad Washington, PFA Grants AC Chair, will lead the AC in discussion and review the of the revised Land Transaction Guidance Documents. The following topics, in addition to any other points of discussion proposed by Committee members, are:

- Riparian Definition Discussion
- Match Discussion (Eligible match, requirement(s))
- Applicant Eligibility
- Review any public comment