



May 4, 2020

Letter ID: L

## **Return this certification form by July 1 to receive a 2020 SFIA payment**

You are receiving this certification form because you are enrolled in the Minnesota Sustainable Forest Incentive Act (SFIA) program. You must complete and return this form to the Minnesota Department of Revenue **by July 1, 2020**, to receive your SFIA incentive payment for this year. See below for instructions.

**Note:** If you choose not to complete this form or receive a 2020 incentive payment, your land remains enrolled in SFIA and is subject to program restrictions.

### **Instructions**

1. Read, and initial each statement in the Certification section to certify that you are meeting all SFIA requirements for your land enrolled in the program. (See below.)
2. Verify and/or correct the information listed in the Parcel Summary for each parcel of land you have enrolled in SFIA. (See page 4.)
3. Sign, date, and provide your phone number in the Signature section. (See page 2.)
4. Complete the Direct Deposit section if you want us to deposit your SFIA payment directly into your bank account. (See page 3.)
5. Complete the Woodland Activity Annual Report. (See last page of this form.)
6. Mail the completed form, Parcel Summary, Direct Deposit information, and Woodland Activity Annual Report to:

Minnesota Revenue  
Mail Station 3340  
St. Paul, MN 55146-3340

**Note:** We mail or deposit SFIA payments on October 1. Your SFIA payment is taxable income. You must claim this amount on your income tax returns.

### **Certification**

**Read the following statements carefully.** You must initial next to each of them to certify that you are meeting all SFIA requirements for your land enrolled in the program.

- \_\_\_\_\_ The total acres enrolled in SFIA, listed in the Parcel Summary of this form, is accurate as of today. If needed, I corrected the information in the summary and it's enclosed with this form.
- \_\_\_\_\_ I own or am an authorized representative of the entity that owns the land enrolled in SFIA.
- \_\_\_\_\_ I am meeting the requirements and conditions outlined in my forest management plan.

*Certification continues on next page*

*Certification (continued)*

- \_\_\_\_\_ My forest management plan is current and registered with the Department of Natural Resources; it was prepared or updated within the last 10 years.
- \_\_\_\_\_ I have not improved this land by adding a structure, cell tower, billboard, electricity, sewer, campsite, pavement, etc., or a road used for purposes that are not in my forest management plan.
- \_\_\_\_\_ I do not owe delinquent property taxes on any land enrolled in SFIA.
- \_\_\_\_\_ I have not changed the use of this land.
- \_\_\_\_\_ None of these parcels are classified as 2c Managed Forest Land or enrolled in Green Acres, Rural Preserve, or Agricultural Preserves.
- \_\_\_\_\_ None of this land is enrolled in any of the following programs: Reinvest in Minnesota (RIM), Conservation Reserve Enhancement Program (CREP), or Conservation Reserve Program (CRP).
- \_\_\_\_\_ None of this land is covered by a Lessard-Sams Outdoor Heritage Council easement or similar easement granted after May 30, 2013.
- \_\_\_\_\_ I understand that I could be subject to criminal and/or civil penalties if I provide false or fraudulent information on this form.

If you have question, contact us.

- **Certification Form:** Call 651-556-6088 or email [proptax.SFIA@state.mn.us](mailto:proptax.SFIA@state.mn.us).
- **Woodland Activity Annual Report:** Call 651-259-5160 or email [sfia.dnr@state.mn.us](mailto:sfia.dnr@state.mn.us).

**Signature**

**Use of information**

The department will use the information you provide to evaluate your continued eligibility for the SFIA program.

The contact and banking information requested on this form may be classified as private or nonpublic data. If so, those data may only be disclosed to administer the program, process the payment, or as allowed by law. Choosing not to supply the requested contact or banking information may delay the issuance of payment.

I agree to the above statements. I understand that I must return this certification form by July 1, 2020, to the Minnesota Department of Revenue in order to receive my SFIA payment for 2020.			
_____	_____	_____	_____
Signature of landowner or authorized representative	Print your name	Phone Number	Date signed

**Email updates (optional)**

Provide your email address and check the box below if you want to receive SFIA updates by email.

Email: \_\_\_\_\_  Yes, please send me periodic email updates about SFIA.

**Mailing Instructions**

**Complete and return this certification form no later than July 1, 2020.** If applicable, include your Direct Deposit information and corrected Parcel Summary. Send it to:

Minnesota Revenue  
Mail Station 3340  
St. Paul, MN 55146-3340



**Direct Deposit**

Complete this section only if you want us to deposit your SFIA payment directly into your bank account.

**Note:** You must provide the information for direct deposit, even if you did so in previous years.

By completing this section, you authorize the department and your financial institution to initiate electronic credit entries and, if necessary, debit entries and adjustments for any credits made in error.

**Type of account**

**Account Information**

Checking

Routing number \_\_\_\_\_

Saving

Account number \_\_\_\_\_

**Where do I find the Account Number and Routing Number?**

You can find these numbers at the bottom of a check or deposit slip, or contact your financial institution.

The routing number must have 9 digits (numbers only). The account number may have up to 17 digits (letters and numbers). Leave out any hyphens, spaces, or symbols.

**Note:** If the routing or account number you provide is incorrect or not accepted by your bank, we will mail you a paper check for your SFIA payment amount.

**Withdrawing from SFIA**

Some landowners have asked us when they can withdraw land from SFIA program, how to withdraw, and how long the process takes. The answers depend on the length of your covenant.

- Your land must stay in SFIA for at least the length of your covenant (8, 20, or 50 years). After half of the covenant length has passed, you may ask to withdraw your land from the program.
- Under state law, there is a waiting period equal to half your covenant length before your land is removed from the program. So, after we receive your withdrawal application, your land will remain in SFIA for another 4, 10, or 25 years, depending on the length of your covenant.
- You will receive incentive payments during the waiting period as long as you continue to meet all the program requirements and return your certification to us by the deadline each year.

**Note:** Land enrolled in SFIA is bound by your covenant until you complete the withdrawal process – no matter the covenant length.

**Example**

- Paul Bunyan enrolls his land in the SFIA program in 2008 under an 8-year covenant.
- In 2020, Paul decides he wants to withdraw his land from SFIA. He sends a written withdrawal request to the Minnesota Department of Revenue.
- Paul’s waiting period is 4 years (half the length of his 8-year covenant). His land remains in SFIA for 2021, 2022, 2023 and 2024. The land is removed from the program effective January 1, 2025.
- Paul receives SFIA payments during the 4-year waiting period as long as he continues to meet all the program requirements and returns his certification by the deadline each year.

For more information about SFIA and withdrawing from the program, go to [www.revenue.state.mn.us](http://www.revenue.state.mn.us) and type **SFIA** into the Search box.

**Parcel Summary**

Verify that the information listed below is correct for each parcel of land you have enrolled in SFIA. Cross out any incorrect information and write the correct information next to it for our review.

**Note:** This is not the way to remove or add land from SFIA. If you have questions on how to start that process, contact us at [proptax.SFIA@state.mn.us](mailto:proptax.SFIA@state.mn.us).

- **If you sold land:** You must indicate if you sold or transferred the entire parcel or a part of it. You and the buyer or grantee must determine which of you will receive the SFIA payment for that land and notify us in writing where to send the payment.
- **If you acquired land:** You must submit a new SFIA applications (Form CR - TH1) to enroll any additional acreage or new land that you bought or received into the program.  
**Note:** You must submit a new application even if land was enrolled by the previous owner.

County	Covenant Length	Covenant Recording Number	Parcel Id Number (PID)	Conservation Easement Acres	Enrolled Acres (in SFIA program)
ST. LOUIS	8	XXXXXXXX	XXXXXXXX	0	53
ST. LOUIS	8	XXXXXXXX	XXXXXXXX	0	37
ST. LOUIS	8	XXXXXXXX	XXXXXXXXXX	0	37

**Total acres enrolled in SFIA program: 127**



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## **Woodland Activity Annual Report – Return by July 1 to receive a 2020 SFIA payment**

The Sustainable Forest Incentive Act (SFIA) requires you to implement your Woodland Stewardship Plan while your land is enrolled in the SFIA program. You must report annually on any woodland activities completed on your enrolled land. To meet the requirement, complete and return this report as instructed below.

**Note:** If you have questions about this report or the SFIA program, call the Minnesota Department of Natural Resources (DNR) at 651-259-5160 or email [sfia.dnr@state.mn.us](mailto:sfia.dnr@state.mn.us).

### **Instructions**

1. Complete this report by answering the questions below.
2. Mail the report with your SFIA Certification Form to the Minnesota Department of Revenue **by July 1, 2020**.

**Note:** You are not required to complete a woodland activity on your property every year. However, as previously required by SFIA, you must complete at least one activity every 10 years.

Plan implementation does not look the same for everyone and can vary based on your property goals, recommendations in your Woodland Stewardship Plan, and the conditions of your woodland.

The purpose of this report is to learn more about your woodland activities and to see if the SFIA law is successful in meeting one of its purposes: to encourage sustainable forest management of privately owned woodlands.

### **Answer the following questions. Put an X for all that apply.**

1. Did you refer to or read your Woodland Stewardship Plan in 2019?  
 Yes       No
2. What type of woodland activities did you complete in 2019?  
 Tree planting     Invasive species control     Timber harvest  
 Tree thinning     Wildlife Habitat Project     I did not complete a woodland activity in 2019  
 Other: \_\_\_\_\_

3. If you completed a woodland activity in 2019, what was the total estimated acres of all the projects?  
 None or 0 acres     1-10 acres     11-20 acres     21-40 acres     41 or more acres
4. If you completed a timber harvest in 2019, about how many acres was it?  
 None or 0 acres     Less than 20 acres     21-40 acres     41-60 acres     61 or more acres
5. Do you plan to complete a woodland activity in 2020? Check all that apply.  
 Tree planting     Invasive species control     Timber harvest  
 Tree thinning     Wildlife Habitat Project     I have no plans to complete a woodland activity in 2020  
 Other: \_\_\_\_\_
6. Financial assistance is available from the DNR for certain woodland activities. Would you like to be contacted by a DNR forester in the next year to review these opportunities with you?  
 Yes     No  
If yes, enter your phone number and/or email: \_\_\_\_\_