

## **Steps to participate in the cost share program are:**

### **Steps if you work with a contractor**

1. Contact a contractor of your choosing and arrange for them to do the control work this spring
2. Notify Geneva Lake Conservancy (262-275-5700 or [jschmidt@genevalakeconservancy.org](mailto:jschmidt@genevalakeconservancy.org)) that you are participating in the cost share program and will be using a contractor.
3. Three forms will be required of you and your contractor
  - a. Two forms are required by the WDNR for monetary reimbursement, a W-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) and a STAR vendor information form DOA-6457 (<https://dnr.wi.gov/About/WCC/Documents/DelegateResources/DOA-6457%20STAR%20Vendor.pdf>). Return completed forms to Michael Putnam of the Wisconsin Department of Natural Resources. It is best to submit these forms as soon as possible before requesting your reimbursement.
  - b. The third form is the Invasive Plant Reporting form. The contractor will return the completed reporting form to Michael Putnam by June 30, 2019.
4. At the completion of the control work, you will pay your contractor, if you use one.
5. Submit your proof of payment for these control services to WDNR's Michael Putnam by June 30, 2019. Proofs of payment include an invoice marked "PAID", a canceled check or a credit card statement. Please black out any sensitive information such as Social Security numbers. Electronic copies can be sent to [Michael.putnam@wisconsin.gov](mailto:Michael.putnam@wisconsin.gov) or paper copies to him at 107 Sutliff Avenue, Rhinelander, WI 54501.
6. WDNR will then issue the cost share reimbursement to you in a couple of months.

### **Steps if you do the work on your own**

1. If you plan to do the work yourself contact Geneva Lake Conservancy for suggestions on control methods you can use. The enclosed flyer also contains helpful information.
2. Notify Geneva Lake Conservancy (262-275-5700 or [jschmidt@genevalakeconservancy.org](mailto:jschmidt@genevalakeconservancy.org)) that you are participating in the cost share program.
3. Three forms will be required of you.
  - a. Two forms are required by the WDNR for monetary reimbursement, a W-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) and a STAR vendor information form DOA-6457 (<https://dnr.wi.gov/About/WCC/Documents/DelegateResources/DOA-6457%20STAR%20Vendor.pdf>). Return completed forms to Michael Putnam of the Wisconsin Department of Natural Resources. It is best to submit these forms as soon as possible before requesting your reimbursement.
  - b. The third form is the Invasive Plant Reporting form. You will return the completed reporting form to Michael Putnam by June 30, 2019.
4. Submit your proof of payment for the control work you performed to WDNR's Michael Putnam by June 30, 2019. You can seek reimbursement for your time at \$15.00 per hour and the cost of a reasonable amount of herbicide to treat your lesser celandine infestation. Proofs of payment include an invoice marked "PAID", a canceled check or a credit card statement. Reimbursement for your time must be documented in a log showing the hours worked each day and accompany your payment request. Please black out any sensitive information such as Social Security numbers. Electronic copies can be sent to [Michael.putnam@wisconsin.gov](mailto:Michael.putnam@wisconsin.gov) or paper copies to him at 107 Sutliff Avenue, Rhinelander, WI 54501.
5. WDNR will then issue the cost share reimbursement to you in a couple of months.

These pointers can assist you in successfully controlling of lesser celandine on your land:

1. Lesser celandine greens up and flowers in early spring starting in April. It is most effective to control the plant after it has emerged aboveground, but before it flowers, or shortly thereafter. It is important that the treatment occur before the formation of bulbils (small spheres found along the stems and under the leaves that drop off and form new plants; see the enclosed flyer). The plant completes its growth cycle in June and dies back. The plant cannot be treated until it grows again the next spring.
2. Successful past treatments have used herbicides with the active ingredient glyphosate. We do not recommend the use of any products with imazapyr as this active ingredient can have damaging side effects on native trees and shrubs.
3. If you can coordinate your treatment with those of your neighbors and use the same contractor, you might get a better price. Contractor prices are based on costs such as a mobilization fee, the cost of the herbicide and the time it takes to apply. Also, costs are influenced by the number and distribution of the plant. For example, it can cost less to treat a solid mat of lesser celandine than having to search out and treat the same number of plants found in scattered, smaller patches.
4. Application of herbicides in wetland areas, such as stream banks, may only be done by persons certified in aquatic pesticide application and requires an aquatic plant management permit from the DNR. Contacts for permits are on the enclosed flyer.
5. Lesser celandine can be transported for disposal purposes. If manual control is implemented, plant material should be dug up, bagged and disposed of in a landfill. Do not compost.
6. Please be aware that efforts to control invasive plants are rarely completed in a single year and follow up work will likely be necessary in subsequent years.