

COMMUNITY FOREST PROGRAM
SAMPLE SCOPE OF WORK FOR REVIEW APPRAISAL SERVICES

Scope of Services to be provided by the Review Appraisal Firm

The appraiser and identified review appraiser will engage in an initial consultation before the project appraisal takes place. The review appraiser will develop project specific appraisal instructions for the appraiser as a result of this consultation. The Review appraiser will verify the accuracy of the appraisal report findings and conduct any Optional Services that (client name) may choose to have provided.

• **Base Services: Review of Appraised Property**

Contracted review appraisal firm shall complete a technical review of the subject property appraisal and prepare a review report in compliance to the *Uniform Appraisal Standards for Federal Land Acquisitions* (UASFLA) Standard C. The subject property is (describe subject property).

The *intended use* of the review is to assist the (client name) with the acquisition of the subject property in compliance with the U.S. Forest Service Community Forest Program (CFP). The *intended users* of the review report include the (client), (others as necessary), and the U.S. Forest Service.

• **Optional Services: Other Review Appraisal Services**

Contracted review appraisal firm may provide any other review appraisal services that the (client) may require within a (XXXXX) period of the date of the award.

Credentials

In order to be a qualified review appraiser for purposes of CFP appraisals, the individual contracted appraiser must meet the review appraiser requirements stated as follows:

- The Review Appraiser should be certified as a general appraiser in the state where the appraised property is located, or have obtained reciprocity or a temporary practice permit in the state where the appraised property is located.
- The Review Appraiser must certify in the appraisal report that they meet the requirements of the ‘Competency Rule’ as stated in the current edition of the *Uniform Standards of Professional Appraisal Practice* (USPAP) published by the Appraisal Standards Board of The Appraisal Foundation.

Review Appraisal Firm’s Obligations

Contracted review appraisal firm shall:

- Have demonstrated credentials, capabilities, and experience in the same or similar services as those requested.
- Have competence, and relevant and specific knowledge and experience in same geographic locations, similar ecological terrain, and UASFLA appraisal requirements.
- Shall engage in an initial consultation with the identified appraiser before the project appraisal takes place. The review appraiser will develop project specific appraisal instructions for the appraiser as a result of this consultation.
- Shall prepare a technical appraisal review report that includes a determination of whether the appraisal report under review complies with the *Uniform Appraisal Standards for Federal Land Acquisitions*.