



**The “Massachusetts Forest Legacy Program” is seeking
“Forest Legacy Project Proposals” for funding consideration in the
Federal Fiscal Year 2013 appropriations process.**

A request for proposals for the Forest Legacy Program has been announced by the USDA Forest Service. The Massachusetts Forest Legacy Program is now accepting project proposals for consideration in the Federal Fiscal Year 2013 appropriation process. Project proposals submitted in previous years, but not funded, must submit again and comply with this announcement for consideration in FY 2013. This funding will be available for successful project proposals in the spring of 2013.

Completed project proposals, and all supporting documentation, must be submitted to the appropriate Forest Legacy Area Sponsor listed below, and received no later than 5:00 PM on September 14, 2011. Please **mail one paper copy**, and **send an e-mail** with proposal and supporting documentation as attachments (or mail a CD with appropriate files) to:

Berkshire-Plateau

Robert Lear
Berkshire-Pioneer RC&D Area, Inc.
433 West Street, Suite #8
Amherst, MA 01002-2927
(413) 256-1607
blear46@aol.com

Connecticut Valley (Western Valley & Holyoke Range)

Jennifer Soper
Department of Conservation & Recreation
136 Damon Road
Northampton, MA 01060
(413) 586-8706 x21
jennifer.soper@state.ma.us

Estabrook Woods

Marian Thornton
Concord Land Conservation Trust
PO Box 141
Concord, MA 01742
978-369-3229

Nashua River Greenway

Al Futterman
Nashua River Watershed Association
592 Main Street
Groton, MA 01450
(978) 448-0299
alfutterman@NashuaRiverWatershed.org

North Quabbin Corridor

Leigh Youngblood
Mount Grace Land Conservation Trust
1461 Old Keene Road
Athol, MA 01331
(978) 248-2051 x20
youngblood@mountgrace.org

Quinebaug

Chris Rodstrom
Trustees of Reservations
Doyle Conservation Center
464 Abbott Avenue
Leominster, MA 01453
(978) 840-4446 x1915
crodstrom@ttor.org

Stockbridge Yokun Ridge & Taconic Range

Tad Ames
Berkshire Natural Resource Council
20 Bank Row
Pittsfield, MA 01201
413-499-0596
tames@bnrc.net



Also, **mail one paper copy**, and **send an e-mail** with the proposal and supporting documentation as attachments (or mail a CD with appropriate files) of your completed project proposals no later than 5:00 PM on **September 14, 2011** to:

Michael J. Fleming, CF
Forest Legacy Program
Department of Conservation & Recreation
355 West Boylston Street
Clinton, MA 01510

In addition to the above **all project proposals must be entered into the “Forest Legacy Information System” (FLIS) by September 16, 2011** for project proposals to be considered complete and eligible for ranking by the Forest Legacy Committee. Project proponents should work with the appropriate Forest Legacy Area Sponsor to complete the data entry¹ into FLIS.

All project proposals must:

- Meet the goals of the Massachusetts Forest Legacy Program.
- Identify any federal lands or federal investments the project complements.
- Comment to what extent public access will be provided (Full, None, Restricted), a description of the type of public access that will be allowed, and an explanation of why public access will be restricted or not be provided.
- Name the “Project” using a term that will **not** identify the landowner’s name.
- Identify each “Tract” in priority order (Do **not** use landowner’s name in FLIS. Identify tracts as: Tract 1, Tract 2, Tract 3, etc.).
- Round up to the nearest \$5,000.00 the “Total Tract Cost” (“Tract Cost” in FLIS), the “Forest Legacy Program Funding Request” (FLP Funding” in FLIS), and the “Cost Share Information Amount” (“Non-Federal Cost-Share” in FLIS) for each Tract on the Tract Information Worksheet.
- For multiple year proposals (phased projects), indicate which phase of the project is being considered this year, how many phases have been completed, and whether additional phases will be necessary if this phase is not fully funded. Individual phases will compete each year as stand alone projects against all other proposed projects.
- For new proposals, indicate whether the project can be phased and what would make up the phases. (Be advised that by stating the project may NOT be phased there is the risk that the project prioritization panel will opt not to fund the project at all.)
- A “Project’s” total funding request may not exceed more than \$7,000,000.00
- Include the following information to be considered complete:
 1. Completion of “Forest Legacy Project Information Worksheet” and data entry¹ into the “Forest Legacy Information System”(FLIS)
 - a. Forest Legacy Area Name: (*FLA² the project proposal is in*)
 - b. Forest Legacy Project Name³:
 - c. Project Description: (*1,250 character limit*)
 - d. Town:
 - e. County:
 - f. State Priority #: (*not on worksheet, only in FLIS. Leave blank / for Forest Legacy Committee use only*)

¹ Contact Sponsor for information and assistance with FLIS data entry...

² Forest Legacy Area _ A [map of the FLAs](#) with their names is available on the [MA Forest Legacy Program](#) web site...

³ This information is available to the public. Please apply discretion in referencing the identity (name(s)) of the property owners. The use of substitute names and / or numbers that correspond to other supporting documentation such as maps is acceptable...

- g. Importance⁴: *(State public benefits of this property. 255 character limit/line or bullet)*
 - h. Threatened⁴: *(State urgency of conversion or loss of conservation values that can be quantified. 255 character limit/line or bullet)*
 - i. Strategic⁴: *(State how the project fits into larger conservation plan, strategy, initiative, enhancements or previous conservation investments. 600 character limit/line or bullet)*
 - j. Ready⁴: *(Describe the project's state of readiness (options, appraisals, surveys), the level of partnership and support in terms of participation and commitment, and a sense of how long it will take to complete. 255 character limit/line or bullet)*
 - k. Supporting Parties⁵: *(List partners that contribute toward this project. A list of supporting parties will be appended to the Readiness items on the Project Briefing Sheet. 80 character limit/line or bullet)*
 - l. "Project Locator Map" suitable for insertion into "FLIS" (PNG file format)⁵
 - m. "Detailed Project Map"⁶ suitable for insertion into "FLIS": This map should not just depict what the project/tract looks like, but how it fits into the landscape, i.e. - why it matters, what it adds to the landscape of protected lands. (JPEG file format)
 - n. Latitude and Longitude *(coordinates in decimal degrees to 3 digits example: Latitude: 43.142N Longitude: 70.949W)*
2. Completion of "Forest Legacy Tract Information Worksheet", and data entry into the "Forest Legacy Information System"(FLIS)
- a. Forest Legacy Project Name³: *(i.e. – "Trout Brook")*
 - b. Forest Legacy Tract Name³: *(name and prioritize tracts by number: #1, #2, #3, etc.; i.e. – "Trout Brook #1, Trout Brook #2, Trout Brook #3")*
 - c. Tract Landowner: Seller's Name (Landowner)
 - d. Acres (to be conveyed)
 - e. Total Tract Costs (round up to the nearest \$5,000): *(include all allowable costs: Fee and/or CR Value, Negotiations, Title, Survey, Appraisal, Review Appraisal, Baseline Report, Stewardship Plan)*
 - f. CR / Title Owner⁷: *(List which State Agency, Municipality, or Federal Government.)*
 - g. Purchase Type: *(by acres / i.e. – Conservation Restriction (CR)=100ac, or Fee=100ac, or (CR=50ac and Fee=50ac)*
 - h. MA Forest Legacy Committee Approval Date: *(leave blank / for Forest Legacy Committee use only)*
 - i. Stewardship Plan Date: *(date "Forest Stewardship Plan" was approved)*
 - j. Forest Legacy Program Funding Request (round up to the nearest \$5,000): *(amount \$\$\$)*
 - k. Cost Share Information: Source, Amount, Partner Type, and Cost Share Type for each *(cash, donation, or in-kind services⁸.)...*
 - l. Congressional District: *(number)*
 - m. Public Access: *(Full or None or Restricted)*
 - n. Public Access Description ("Notes" in FLIS): *(describe the type of public access that will be allowed and/or explain why public access will be restricted or not provided. i. e. – non-motorized passive recreation)*

4 FLIS has a 255 character limit per bullet for Importance & Threatened and a 600 character limit per bullet for Strategic. You can list multiple bullets in each category...

5 FLIS has an 80 character limit for this item...

6 All maps and photographs must be capable of being legibly copied. Digital images of maps and photographs, in .jpeg & .png file format, are being requested to facilitate inclusion into the USDA Forest Service "Forest Legacy Information System"...

7 Who will hold the interests that the Forest Legacy Program funding will be used to acquire? The Commonwealth of Massachusetts, a Municipality, or the Federal Government? Interests (title) must be held by either State or Federal government unless it is a full donation (no FLP funds used to acquire interests).

8 Documentation will be required: [on letterhead – for each employee state: date, hours, what was time spent on (title, appraisal, negotiations, etc.)]

- o. Is land within the boundary of a Federally designated area (National Forest, National Park, National Wildlife Refuge): *(Yes or No)*
 - p. Grant to State: *(Do not check. Leave "Grant Number" Blank. This will be filled in by FLP Coordinator)*
 - q. Parcels Prevented: *(Leave Blank. This will be filled in by FLP Coordinator)*
 - r. Photograph(s) suitable for insertion into "FLIS" *(JPEG file format and width of 240 pixels and a height of 480 pixels)*
3. Interest Owner Letter of Commitment (supplement to item 2f. above): Letter from State Agency, Municipality, or Federal Government (appropriate letterhead and authorized signature) stating that they agree to hold the Forest Legacy Interests (Fee and / or CR).
 4. Landowner Participation Letter: Letter signed by the landowner(s) stating they understand the requirements of the Forest Legacy Program, reviewed the Forest Legacy Program Conservation Restriction/Deed Template, and agrees to include their property for consideration in the FY 2013 application process.
 5. Budget Information: A "Budget Information Worksheet" must be filled-in and submitted with the project proposal. It is available on the Forest Legacy Program web page at: <http://www.mass.gov/dcr/stewardship/forestry/other/index.htm>
 6. Letters of Support: Letters of support, with original signatures, should be addressed to:
 Michael J. Fleming, CF
 Forest Legacy Program
 Department of Conservation & Recreation
 355 West Boylston Street
 Clinton, MA 01510
 7. Cover Letter containing the following information:
 - a. Project Contact Information: name, organization/agency name, address, phone, e-mail
 - b. Is this a multi-State project? If so, explain and list state(s) involved. Include letter of support from partner(s) in other state(s).
 - c. Description of how this project proposal will meet the criteria in the "Massachusetts Assessment of Need" (AON), and protect the **public benefits** and **environmental values** identified for the specific "Forest Legacy Area"...

The information listed below is for your review and consideration in the preparation of project proposals.

- An example(s) of a Forest Legacy "Project Brief(s)"; and "Massachusetts Forest Legacy Area Images"(for use as a base map for the "Project Locator Map") are available by sending an e-mail to: mike.fleming@state.ma.us (Please identify by name which of the above you are requesting in the e-mail).
- Forest Legacy "Project", "Tract", and "Budget" Information Worksheets; "Frequently Asked Questions Regarding Submitting Images to FLIS"; "Project Scoring Guidance"; "Map of Forest Legacy Areas in Massachusetts"; "Documentation Requirements", "A Study of 2008 Forest Legacy Program (FLP) Project Ratings (Mussey Study – 2007)", The Massachusetts Forest Legacy "Assessment of Need" (AON), Expansion and Amendment documents; and Links to the USDA Forest Legacy Program web sites can be found at: <http://www.mass.gov/dcr/stewardship/forestry/other/index.htm>
- The USDA Forest Service "Forest Legacy Program Implementation Guidelines" (June 30, 2003). are available at: http://www.fs.fed.us/spf/coop/library/fpl_guidelines.pdf

Please contact Mike Fleming at 978-368-0126 Ext. 114 or mike.fleming@state.ma.us if you have any questions...