

**Local Acquisitions for Natural Diversity (LAND) Grant Program  
APPLICATION FORM – FY 2017**

*Please print double-sided*

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**I. APPLICANT INFORMATION**

**Project name:** \_\_\_\_\_  
**Municipality:** \_\_\_\_\_

**Municipal project manager:**

This is the person who will be the day-to-day contact for the project and who will represent the municipality in communication with DCS. **Attach authorization from the Chief Executive Officer identifying the individual named below.**

Name: \_\_\_\_\_  
Affiliation with Municipality: \_\_\_\_\_  
Address at City or Town Hall: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**2. PROJECT DETAILS**

**Population 2010:** \_\_\_\_\_ **Population 2000:** \_\_\_\_\_  
Seasonal population: \_\_\_\_\_ source of data: \_\_\_\_\_  
Describe seasonal population: \_\_\_\_\_

**Property: (Provide this information directly from the appraisal report)**

Acres: \_\_\_\_\_ Number of parcels: \_\_\_\_\_  
Upland acreage: \_\_\_\_\_ Building lots: \_\_\_\_\_

Interest municipality will acquire:  Fee  
 Conservation Restriction (CR)  
 Both fee and CR

If both, describe: \_\_\_\_\_  
\_\_\_\_\_

**Parcel information:**

County: \_\_\_\_\_  
Watershed: \_\_\_\_\_  
Assessor's map/lot number: \_\_\_\_\_  
Current owner(s) \_\_\_\_\_

**Access:**

Does property have frontage on a street?  Yes  No

If yes, list street(s):

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If *no*, describe how the public can access the property through adjacent landholdings. Grant funds are used to purchase land for conservation and public passive recreational use. Properties that do not have suitable public access will not be funded.

**Zoning:**

**Past use(s):**

**Present use(s):**

**Proposed use(s):**

**Are there buildings or structures on the property?**  Yes  No

If yes, list each and indicate current and planned use. The LAND Program is intended to preserve undeveloped land, not to purchase buildings. Buildings are ineligible for funding. Any buildings proposed to be kept must serve a legitimate conservation, outdoor education, or public passive recreational use.

Will this project involve the removal of structures?  Yes  No

Will this project involve the remediation of a developed site or brownfield?

Yes       No

If a brownfield, attach a copy of the most recent site assessment, either MCP Phase I or II, or ASTM Phase I or II, indicating the nature of the contamination and the remediation required for proposed use. If no site assessment is available, contact DCS. Include in the Project Description a discussion of the importance of remediating the site, the plan for remediation, clear identification of disbursement of liability (e.g., will the town take it or will it reside with the current owner?), and any specific stewardship that will be undertaken to ensure that the site does not in the future pose undue risk to the public due to currently existing contamination. Also provide a remediation timeline that includes funding sources. Reminder: site remediation must be completed before reimbursement.

### 3. ACQUISITION AND FUNDING DETAILS

Appraisal Report #1

Valuation:      \$ \_\_\_\_\_  
Appraiser: \_\_\_\_\_  
Valuation \_\_\_\_\_  
Date: \_\_\_\_\_

Appraisal Report #2 (if needed)

Valuation:      \$ \_\_\_\_\_  
Appraiser: \_\_\_\_\_  
Valuation \_\_\_\_\_  
Date: \_\_\_\_\_

#### Acquisition details:

Negotiated Sale:       Yes       No

Do you have a Purchase & Sales Agreement or Agreed Price?       Yes       No

If yes, amount: \$ \_\_\_\_\_

Is Clear Title available?\*       Yes       No

If no, is an eminent domain taking anticipated?       Yes       No

If yes, proposed pro tanto award amount: \$ \_\_\_\_\_

\*If clear title is not available, the applicant may decide to acquire the property by a friendly taking (eminent domain) process to clear the title. It is best to know if there is a potential title problem as soon as possible since this can complicate the acquisition process. Land lacking clear title will not be reimbursed.

Can this project be completed next Fiscal Year, FY 2018? (July 1, 2017 – June 30, 2018)

Yes, if necessary       Yes, FY 18 Preferred       No

**Funding request:**

Recipients of LAND grant funding are reimbursed *after* they have expended the total project cost and submitted proof of payment. Only costs incurred during a grant recipient’s contract period will be reimbursed. The reimbursement rate is 52-70%, based upon a municipality’s Equalized Valuation Per Capita. See the DCS website for a list of rates. See section 2E in BID for eligible expenditures.

List your anticipated expenditures and requested grant amount below.

Reimbursement rate: \_\_\_\_\_

Item	Amount	Grant request amount
Property acquisition*	\$	\$
Recording fees	\$	\$
Title certification	\$	\$
Survey	\$	\$
<b>Total</b>	\$	\$

\*Grant award amount is based upon the appraised value or agreed upon purchase price, whichever is less.

Will funds from the Community Preservation Act (CPA) be used?  Yes  No

Will funds from the Cape Cod Land Bank be used?  Yes  No

*Use of CPA or Land Bank funds require the conveyance of a permanent Conservation Restriction (CR), within the meaning of Ch. 184, to an eligible non-profit organization.*

Have you identified an organization willing to hold the CR?  Yes  No

Name of organization: \_\_\_\_\_

Are you using or seeking funds from other sources or partners? Please list:

**4. PROJECT DESCRIPTION**

Describe in attachment, not to exceed two pages, the following:

- Description of the property, including natural resource, recreation, historical, educational, or agricultural values.
- Purpose of acquisition and proposed uses.
- Consistency with Statewide Comprehensive Outdoor Recreation Plan (SCORP) and community Open Space & Recreation Plan (OSRP).
- Project schedule.
- Consistency with any nearby State Priority Development or Preservation Areas as shown on the South Coast Rail Corridor Plan or the 495/MetroWest Development Compact Plan, or other regional plan.
- Description of land stewardship project on past DCS grant or a municipal conservation land. Attached documentation of such project to the application.
- Plans for use of local wood in signage, footbridges, etc.

## 5. PROJECT QUALITY

### Landscape preservation:

How much protected conservation land does this project abut? \_\_\_\_\_ acres

How much of the adjacent land can this project potentially serve as catalyst for future conservation efforts? \_\_\_\_\_ acres

How significantly will the subject parcel's resource value be impacted by its development?

- High impact     Medium impact     Low impact

### Recreational opportunities:

#### Municipal Open Space and Recreation Plan (OSRP):

To apply for this grant you must have a current, approved OSRP, or have submitted a draft OSRP by the grant application deadline. To be eligible to apply with only a draft, a municipality must have completed the public participation process.

List the goals, objectives, or action plan items in your current or draft OSRP this project meets. Attach to your application copies of the relevant pages (not the whole plan).

	Goal, objective, or action plan item from current OSRP	Page no.
1		
2		
3		
4		
5		
6		
7		

What public recreational opportunities will the project provide?

Check the box that best describes your project. Clarify in the space below if necessary.

*Recreational opportunities will be verified by DCS during the site visit.* Please note that preference will be given to projects that permit hunting.

- Hunting activities  
 Trail-based activities (e.g. hiking, Nordic skiing, biking, horseback riding)  
 Water-based activities (e.g. canoeing, swimming, fishing, skating)  
 Historic, cultural, or environmental education  
 Community gardening or other community agriculture

Additional description: \_\_\_\_\_  
\_\_\_\_\_

**Biodiversity and resource protection:**

Percentage of the project that lies within or abuts MA Natural Heritage and Endangered Species Program (MNHESP) BioMap2 Core Habitat and Critical Natural Landscape designated areas:

\_\_\_\_\_ %

Percentage of the project located in an area identified as of importance for climate change adaptation, in terms of landscape complexity and permeability/connectivity or implementation of resiliency best practices. Provide the source of any third party map or data used in this calculation.

\_\_\_\_\_ %

Information Source: \_\_\_\_\_

**Working lands:**

Will active forest management or agriculture continue or begin *after* the acquisition?

Note: agriculture and forestry activities must be compatible with conservation and public use of the property.

Yes       No

If yes, describe forestry or farming planned:

**Water resources:**

Portion of the property that is 0-300 ft from ocean, lake, pond, river, stream, wetland, OR within an existing public drinking water supply area (Zone I/II or A/B), OR over a medium- or high-yield aquifer:

None       1-24%       25-50%       >51%

**6. MUNICIPAL AUTHORIZATION:**

Attach a certified copy of the Town Meeting or City Council vote, or draft language. Vote must conform to sample vote language criteria, available as Attachment D to this application.

Does this project have town meeting/city council approval?  Yes       No

If not, what is the scheduled date for the vote? \_\_\_\_\_

**7. ATTACH CERTIFICATION OF:**

The **Chief Executive Officer's legal authorization to execute contracts.** This is a resolution, motion, or similar action that has been duly adopted or passed as an official act of the community's governing body that authorizes the filing of the applications, including all understandings and assurances contained therein by the signatory, usually a page from the town/city charter will satisfy this requirement (this is not a DCS form to be completed).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Chief Municipal Officer

\_\_\_\_\_  
Name and Title (Typed)

\_\_\_\_\_  
Duration of Term

## 8. OTHER IMPORTANT DOCUMENTATION:

- a. **USGS topographic map** with an outline of the project boundary. Include the location, acreage, ownership and use of other public or quasi-public open space abutting, or close to, the project on the topographic map. Show current use of adjacent private lands. If applicable, show proximity to Priority Development and Preservation Areas as shown on the South Coast Rail Corridor Plan, 495/MetroWest Development Compact Plan, Central Massachusetts Land Use Priority Plan, Merrimack Valley Regional Plan, Metro North Land Use Priority Plan, or other regional plan. This map will be used by DCS staff to perform a site inspection.
- b. **Plot plan or survey map** showing the project boundary. The project area must be shown in enough detail to be legally sufficient to identify the lands to be protected. A registered survey plan with deed references or assessor's map with block and lot number are acceptable.
- c. **Documentation of Good Land Stewardship** – Applicants are required to submit documentations of good land stewardship of past DCS grants or a municipal conservation land. The proof of good stewardship on one parcel could be range of submittals including stewardship plans, photos of stewardship activities like invasives removal, trail building, educational kiosks, etc.
- d. **Draft Conservation Restriction (CR)** – If your project involves the purchase or conveyance of a CR, please complete a separate CR application and submit a draft restriction along with this application. The CR application is available under “Publications” at the DCS website at [www.mass.gov/eea/dcs](http://www.mass.gov/eea/dcs). To obtain a copy of the Conservation Restriction Handbook, visit the DCS website, or contact Emmanuel Owusu. Submit the draft CR to:

The CR Reviewer  
Executive Office of Energy and Environmental Affairs  
100 Cambridge St., Suite 900  
Boston, MA 02114

- e. **Other state agency review** – If it is not possible to include responses in the application package to DCS, attach a copy of your cover letter requesting their input.
  - *Massachusetts Natural Heritage and Endangered Species Program*  
(<http://www.mass.gov/eea/agencies/dfg/dfw/natural-heritage/publications-forms/publications/>).
  - *Massachusetts Historical Commission*  
Send the MHC a PNF (<http://www.sec.state.ma.us/mhc/mhcpdf/pnf.pdf>) with a photocopy of the USGS locus map with the property boundaries clearly indicated, smaller-scale property maps if available, and a cover letter to include information about any known historic or archaeological sites. Send this certified mail, return receipt requested, so that you know when it was received. MHC will review and comment to DCS (and copy the applicant) within 30 days of receipt. If a Conservation Restriction is part of your project, you must notify and submit it to MHC for review. See these websites for any questions: <http://www.sec.state.ma.us/mhc/mhcpdf/pnfguide.pdf> and <http://www.sec.state.ma.us/mhc/mhcrevcom/revcomidx.htm>.
- f. **Brownfields:** If the property to be acquired is a brownfield site, the applicant should submit documentation of the nature of contamination, the type of remediation required, and an estimate of the cost and time required for remediation. This should include a map of contaminant locations. See the BID for more information on requirements for brownfield projects.