

Landscape Partnership Grant Program

APPLICATION FORM – FY2021

Deadline: Monday, May 10, 2021 at 3:00 pm

Please print double-sided and email a copy to nathaniel.thomas1@mass.gov

I. APPLICANT INFORMATION

Project name: _____

Project partners & contact information

All projects must have at least two project partners with a significant investment, representing at least two of the following categories: municipal conservation commissions, water departments (or selectmen acting as such); non-profit public water suppliers; non-profit 501(c)(3) organizations whose primary purpose includes land conservation, environmental protection, environmental education, or outdoor recreation; government land agencies, including the Massachusetts Departments of Conservation and Recreation, Agricultural Resources, or Fish and Game, or US Department of the Interior or US Department of Agriculture, or the Massachusetts Department of Transportation.

Table with 4 columns: Partner type, Project partner, Contact name, Contact (address, phone, email). Rows include Lead, Partner 2, Partner 3, Partner 4, and Partner 5.

Municipal project partners: attach a letter from the municipal Chief Executive Officer (typically chair of selectboard, mayor, or city/town administrator/manager) indicating that the project contact is authorized to apply for funds through the Landscape Partnership Grant program.

2. PROJECT DETAILS

Projects must include at least 500 acres of contiguous land. They can include multiple tracts or ownerships, and can include additional acres that are contiguous via other permanently protected land (does not include Chapter 61 land).

Can this project be completed 100% in FY 22 (July 1, 2021 – June 30, 2022)?

- No Yes, if necessary Yes, preferred

How much grant funding is needed in (your budget should clearly state which parcels you would like to close on in which fiscal year):

FY 2021 _____ FY 2022 _____ FY 2023 _____

Total acres: _____
Project location (municipality/ies)

Number of parcels: _____

Will this project include forest inventory and carbon credit sale preparation for forest carbon market program?

Yes No

If yes, describe the work proposed: _____

Will this project include the development of a municipal park or playground (towns with a population of 6,000 or below only)?

Yes No

If yes, describe the work proposed: _____

Attach a detailed proposal and budget, including acquisition, design, and construction costs. If requesting funding to acquire a property on which to construct a park or playground, complete a parcel information page.

Does this project abut already protected open space (at least 100+ acres) or will it serve as a potential catalyst for the conservation of 100+ adjacent acres beyond the proposed Landscape Partnership project?

Yes No

If yes, how many acres

Provide additional information and wider area map(s) of the existing protected open space or of the unprotected tracts of lands that this project will serve as a catalyst to protect.

Project description

A narrative description of your project will be used to evaluate the overall scope and quality of your proposed project. The questions in subsequent application sections cover standard metrics of natural resource values, such as BioMap2 and soils classification. The narrative is an opportunity to discuss the importance and quality of the project not captured by these measures. Attach a description of not more than four pages that addresses the following:

- Role of each project partner
- Interests to be acquired for each parcel
- Anticipated use of each parcel
- Location and type of public access
- Project timeline, including an approximate closing schedule by parcel
- Ecological characteristics and natural resources of the project, as a whole, and each constituent part. How are they threatened?
- How the project will protect and support natural resource economies

- Importance of the project to climate change adaptation and resilience for wildlife habitat.
- How the project furthers the goals of the Municipal Vulnerability Preparedness Program for the communities. Applicants are encouraged to propose preservation of forested land that would serve as natural mitigations for impacts of climate change such as carbon sequestration, flood and stormwater risk mitigation, and drinking water supply preservation.
- Long-term stewardship plan
- Local demand for park or playground, if requesting funding
- Wildlife passage, stream culvert, or bridge construction that will provide habitat connectivity
- Connectivity to existing protected open space or the potential for future conservation efforts
- Other sources of funding you have or are seeking
- Any additional project partners that are contributing in ways other than acquiring property
- How the applicants address land stewardship on existing municipal and 501(c)3 non-profit land. Attach documentation of such project(s) to the application (may be in addition to the four page limit).
- For municipality partners that have signed on the Community Compact Agreement, include a description of related best practices on land and open space conservation.

Parcel Information Sheet

Parcel/component #

Complete a parcel information sheet for each parcel or project component. A single parcel information sheet may be used in instances where one partner is acquiring the same interest in multiple adjacent/subdivided lots currently held under a single ownership.

Municipality: _____ Acres: _____

Assessor's map/lot number: _____

Upland Acreage: _____ Building Lots: _____

Wetland Acreage: _____

Current owner: _____

Address: _____

Project partner: _____

Interest to be acquired: Fee CR APR WPR Multiple interests

If multiple interests, describe: _____

2nd project partner (if applicable): _____

Interest to be acquired: Fee CR APR WPR Multiple interests

If multiple interests, describe: _____

Acquisition and funding details

Appraisal Report #1

Appraisal Report #2 (Recommended, if land valued at over \$750,000)

Interest _____
Valuation \$ _____
Appraiser _____
Valuation Date _____

Interest _____
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: \$ _____

Have you conducted a title examination? Yes No

Is clear title available? Yes No Don't know

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

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

*All parcels must have certified clear title as a condition of reimbursement. If clear title is not available, an acquisition by friendly taking (eminent domain) process may be used to clear the title. Applicants are advised to conduct title research well in advance of anticipated closing date, as title problems can complicate and delay acquisition.

Funding request:

Only eligible costs for which appropriate documentation is provided will be eligible for reimbursement. Costs incurred prior to contract or ISA execution or completion of a capital allocation will not be funded. Federal partners are not eligible to receive reimbursement. See section 2F in BID for eligible expenditures.

Estimated cost, this parcel/interest: \$ _____

Funding request, this parcel/interest: \$ _____

For municipal acquisitions:

Do you have town meeting vote/city council approval?

Yes No

If not, what is the date for the vote? _____

Note: project must have municipal authorization prior to reimbursement for FY21

awards, by December 31, 2021 for FY 22 awards, and by December 31, 2022 for FY 23 awards.

Attach a copy of the vote, or draft language.

Parcel details:

Is there a recent survey available for the parcel?

Yes No

Properties lacking recent surveys will be required to complete one as a condition of award payment.

Zoning: _____

Present/past use: _____

Is the property currently enrolled in:

Chapter 6I or 6IA Forest Stewardship Program Forest or Farm Viability

program

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

Yes No

Proposed use: _____

Are there structures on the parcel?

Yes No

For fee acquisitions only: if yes, list structures, estimated value, current and planned use. This program is intended to preserve undeveloped land, not to purchase buildings. Buildings not intended to serve conservation purposes are not eligible for grant funding; their value should be subtracted from the subject property.

Will public access be allowed on this parcel?

Yes No

If public access will be allowed:

Does property have frontage on a street?

Yes No

Name of street(s): _____

If no street access, describe how the public can access the property:

Is this parcel located in one of the following areas designated by the Executive Office of Housing and Economic Development in the South Coast Rail Corridor Plan, the I-495/MetroWest Development Compact Plan, Merrimack Valley Land Use Priority Plan, or other regional plan as they become available?

Priority Development Area (PDA)
 Neither

Priority Preservation Area (PPA)
 No plan available

3. PROJECT QUALITY

Please provide supporting documentation.

Landscape conservation:

Total project area: _____ acres

How much permanently protected open space does the project directly abut? _____ acres

Biodiversity and resource protection:

How many acres of the project lie within MA Natural Heritage and Endangered Species Program (NHESP) BioMap2 Core Habitat?

_____ acres

How many acres lie within NHESP BioMap2 Critical Natural Landscape?

_____ acres

Each property location has been assigned an average climate resiliency score to identify the importance of the site for climate change adaptation, as defined by The Nature Conservancy's Resilient Land map - <http://maps.tnc.org/resilientland/>. What is the average resiliency score for each the property location in the project?

Parcel #1 _____ Parcel #2 _____ Parcel #3 _____ Parcel #4 _____ Parcel #5 _____

Additional Parcels _____

Water resources:

How many acres are located within 500 feet of the ocean, a lake, pond, river, stream, or wetland?

_____ acres

How many acres are located within a drinking water supply area for existing or planned public water supplies (Zone I or II, Zone A or B), or Interim Wellhead Protection Area, or, are located over a sole-source, medium-, or high-yield aquifer?

_____ acres

If significant public drinking water supply lands are protected, a letter from the water supplier benefiting from this protection that explains how this project will help make this water supply more resilient to the impact of climate change (increased flooding, stormwater and droughts) may benefit the rating points for the climate change category.

List aquifer or Public Water System ID# (this information can be found at this website <https://www.mass.gov/service-details/public-water-supplier-document-search>):

Working lands:

How many acres of the project, including match parcels, are *currently* actively managed commercially for forest or agricultural products (forests: using a licensed forester)?

_____ acres

How many acres of the project, including match parcels, will be actively commercially managed for forest or agricultural products, *after project completion* (forests: using a licensed forester)?

_____ acres

How many acres of prime agricultural or prime forest soils will be actively managed by this project? If this is a significant amount of production, explain how this could improve the food and forest product security for nearby communities.

_____ acres

Recreational opportunities:

What public recreational opportunities will the project provide? Check all that apply.

Recreational opportunities will be verified by DCS during the site visit.

- Trail-based activities (ex. hiking, Nordic skiing)
- Wilderness activities (ex. camping, hunting)
- Water-based activities (ex. canoeing, swimming, fishing, skating)
- Educational activities (ex. organized nature walks, trainings, outdoor classroom)

4. BUDGET

A. Proposed budget: Show primary budgeted activities and matching funds. The minimum match for the project as a whole is 50%, however, individual project components may be reimbursed at a higher or lower rate. Landowner bargain sales and gifts of property may be used as part of project partner's share of funds.

Expense	Partner involved	Partner's share	EEA share	Total cost
Parcel/project component # ____ (should match Parcel Information Sheet # ____):				
<i>Example: Property acquisition</i>	<i>Town Land Trust</i>	<i>\$50,000</i>	<i>\$50,000</i>	<i>\$100,000</i>
Parcel/component total and reimbursement request				
Parcel/project component # ____ (should match Parcel Information Sheet # ____):				
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Parcel/component total and reimbursement request				
Parcel/project component # ____ (should match Parcel Information Sheet # ____):				
Parcel/component total and reimbursement request				
Municipal park/playground				
Component total and reimbursement request				
TOTAL PROJECT COST & FUNDING REQUEST				

A. Funding and match sources

List all other sources of funding and indicate their certainty. Sources may include, but are not limited to, municipal accounts, non-profit fundraising, agency land acquisition fund, federal grants, landowner bargain sales, or gifts of lands.

Funding source	Project partner recipient	Amount	Secured or pending?
Parcel/project component # ____ (should match Parcel Information Sheet # ____):			
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Parcel/project component # ____ (should match Parcel Information Sheet # ____):			
Parcel/project component # ____ (should match Parcel Information Sheet # ____):			
Additional sources of match			
Total project funding secured			
Total project funding secured & pending			

5. A COMPLETE APPLICATION INCLUDES THE FOLLOWING DOCUMENTATION:

1. **Application form**
2. **Appraisal reports.** Applications lacking the correct number and type of appraisal reports (certified appraisal report, restricted appraisal report or contracted Realtor's Market Analysis) will be disqualified. See Section 2C of the BID for details.
3. **Project narrative**
4. **Budget details**, itemized as anticipated for each project piece
5. **Cover letters** signed by an authorized signatory for each partner organization authorizing the project manager to apply for the grant on behalf of the entity and committing to complete the project if awarded a grant.
6. **Documentation in support of project quality** evaluation (e.g., evidence of enrollment in Ch. 61/61A; forest management plan; documentation of planned public drinking water source; etc.)
7. **Maps** of values and resources protected; proximity to other conservation lands; plot plans or survey maps. Include the location, acreage, ownership and use of other protected open space abutting the project. Show current use of adjacent private lands.
8. **Draft CR, APR, or WPR** documents, or summaries
9. **Other state agency review** – Include documentation of the value of your project for rare species and historic value by contacting the following state agencies and requesting their review:
 - Massachusetts Natural Heritage and Endangered Species Program (<https://www.mass.gov/orgs/masswildlifes-natural-heritage-endangered-species-program>).
 - 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. There is no need to telephone or email the MHC. 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>.
10. **Documentation of good land stewardship on past EEA-funded, municipal or 501(c)3 nonprofit land(s).** Documentation can include a recent survey outlining the conditions of the trails or land boundaries, a recent baseline documentation report, and/or photos/documentations of recent conservation projects or outdoor projects was carried out on the property. Provide a narrative of how your agency will provide stewardship if your community does not presently own any conservation land. A link to a website that shows this information can be used, if applicable.

6. SIGNATURES

Applications **must** be signed by a representative of each partner organization.

I certify that the contents of this application are accurate to the best of my knowledge and commit to the role and investment described herein.

Preparer Date: _____
Print Name

Organization

Project partner Date: _____
Print Name

Organization

Project partner Date: _____
Print Name

Organization

Project partner Date: _____
Print Name

Organization

Project partner Date: _____
Print Name

Organization

Project partner Date: _____
Print Name

Organization