

**Landscape Partnership Grant Program
APPLICATION FORM – FY2025
Deadline: Thursday, April 3, 2025 at 3:00 pm**

Instructions:

Submit one electronic copy of the completed application with all required documentation via email or file share service to: Vanessa.Farny@mass.gov with the subject line "Landscape Partnership Application_[Lead Partner]_[Project Name]."

I. APPLICANT INFORMATION

Project name: _____

Project partners & contact information

All projects must have at least two project partners with a significant investment. Partners must represent at least two of the following categories: municipal conservation commissions, water commissions or water departments; 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.

Partner type	Project partner	Contact name	Address, Phone, and Email
Lead Partner – The listed contact will serve as the point of contact for this application, and will be responsible for ensuring all project partners complete their obligations			
Partner 2			
Partner 3			
Partner 4			
Partner 5			

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

2. PROJECT DETAILS

Projects must include the minimum contiguous acreage required, as identified in the table in Section 2B and described therein. Additional parcels may be included.

Total acreage: _____ Number of parcels: _____
Project location (municipality/ies and county/ies) _____

How much grant funding is requested in the following Fiscal Years? Please ensure the budget submitted clearly identifies the parcels proposed for acquisition in each fiscal year):

FY 2025 _____ FY 2026 _____ FY 2027 _____

What is the total acreage of permanently protected open space that is adjacent or otherwise connected to the parcels proposed for acquisition? _____ acres

Maps attached with this application should clearly identify this acreage and the conservation status of these parcels.

Are there existing agreements for additional land conservation that will significantly benefit, or that are contingent upon these acquisitions? (e.g. will these acquisitions catalyze further conservation through agreements with landowners or foundations?) Yes No

If yes, describe: _____

Please include additional detail and a map identifying the additional unprotected parcels.

Project description

Provide a 2-3 page narrative description of your project that will assist the evaluation of the overall scope and quality of the proposed project. Please include the following:

- Role of each project partner (e.g. parcels that will be acquired, stewardship responsibilities);
- How conservation of the parcels will benefit the ecological function and natural resources of the region including any connectivity to existing protected open space or the potential for future conservation efforts.
- If any proposed project parcels are not directly adjacent, or well-connected by adjacent protected parcels, how the acquisition of the parcels contribute to project goals;
- A project timeline including anticipated closing dates for all properties and the schedule for completing due diligence, survey work (as applicable);
- Community benefits the project will provide (e.g. drinking water supply protection, flood mitigation, recreational access and/or trail linkages).
- Location of current or future public access. Identify any current recreational uses that will benefit from the property acquisition;
- The risk of development;
- Any quantifiable economic benefits that will be achieved for the local economy.
- Whether this project incorporates any specific Municipal Vulnerability Preparedness Program goals for the communities involved;
- Proposed future stewardship.

Parcel Information

For project parcels with property interests with both fee and CR interests conveyed, use a separate line to identify the partner and acquired interest. [Table may be presented in an excel spreadsheet if preferred and additional rows are required.]

Parcel #	Assessor' s map/lot/parcel	Municipality	Address (if available)	Landowner (as named on deed)	Acreage	Project partner	Interest (Fee/CR)	Appraised Value	Appraisal Date
1									
2									
3									
4									
5									
6									
7									
<i>Insert additional rows to accommodate parcels, as needed.</i>									

Has title research been performed? Yes No

Is eminent domain is anticipated for any parcels? Has the pro-tanto award amount been determined?

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

Is any of the proposed project acreage under a negotiated agreement with the landowner (e.g. Purchase and Sale Agreement, or signed option agreement)? Yes No

If so, identify the parcel(s), the agreement(s) in place.

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 May 31, 2025 to receive reimbursement for FY25 awards, by December 31, 2025 for FY 26 and FY27 awards.

Parcel Use Details

Identify parcels in the same order as the Parcel Information table above. Please include parcel numbers in a map(s) so they may clearly be identified.

Parcel #	Assessor map/lot/parcel	Is there a current/ recorded boundary survey? (Y/N)	What is the current property use?	Is the parcel enrolled in Chapter 61 or 61A? (Y/N)	Are agricultural or forestry uses proposed? (Identify use)	Are there structures on the parcel? (Y/N)	Will public access be allowed? (Y/N)
1							
2							
3							
4							
5							
6							
7							

Insert a separate spreadsheet if additional rows are needed.

Describe where public access is proposed. If public access is proposed for parcels **without** frontage, describe how the public will access the property, including whether existing rights of access or long-term agreements will provide for public access, or there are other plans to secure access for the public to the property.

If structures are located on parcels, identify the parcel, the structure(s), and current and planned use. (Note: Appraisals should explicitly exclude building value, as the purchase of structures are not eligible for grant funding; buildings on parcels acquired in fee that do not support conservation or passive public recreation, must be removed in advance of seeking reimbursement. CRs should exclude residential structures.)

Are any parcels within a designated Priority Development Area (PDA) **or** a Priority Preservation Area (PPA) located in any of the following areas designated by the Executive Office of Housing and Economic Development: South Coast Rail Corridor Plan, the I-495/MetroWest Development Compact Plan, Merrimack Valley Land Use Priority Plan? Yes No

If yes, identify the designation and plan:

3. PROJECT QUALITY

Biodiversity and resource protection:

What percentage of the project is within MA Natural Heritage and Endangered Species Program (NHESP) BioMap **Core Habitat and/or Critical Natural Landscape**?
_____ %

The Nature Conservancy's [Resilient Land map](#) assigns an average climate resiliency score to identify the importance of the site for climate change adaptation, what is the aggregate resiliency score for the project? _____ SD

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 Zone I or II, Zone A or B drinking water supply area?
_____ acres

An Interim Wellhead Protection Area? _____ acres

A sole-source, medium-, or high-yield aquifer?

_____ acres

Please make sure to include a map that reflects the designation identified in MA GIS data.

If the project includes lands anticipated for active forest management, is climate resiliency, habitat benefits or watershed protection reflected in the management plans?

If so, please identify the type of plan and acreage subject to the plan: _____ acres
Describe:

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: Provide an itemized budget for property acquisitions and associated costs using the budget format provided below.

Note that while the maximum reimbursement for the project as a whole is 50% (up to \$1,250,000), individual project components may be reimbursed at a higher or lower rate *as long as the balance of funding requested does not exceed 50% of grant request within the first fiscal year of the grant award.* Bargain sales and gifts of property interests should be captured under ‘Partners Share’.

Federal partners are not eligible to receive reimbursement.

Expense	Partner involved	Partner’s share (e.g. ‘match’)	EEA share	Total cost
Parcel # ____ (As referenced on the Parcel Information table):				
<i>Example: Fee purchase</i>	<i>Town Land Trust</i>	<i>\$50,000</i>	<i>\$50,000</i>	<i>\$100,000</i>
Parcel total and reimbursement request				
Parcel # ____ (As referenced on the Parcel Information table):				

Parcel total and reimbursement request				
TOTAL PROJECT COST & FUNDING REQUEST				

B. Funding and match sources: Identify the sources of funding and whether funding has been secured. *Applicants selected to receive funding may not use other state funding sources for acquisition costs on the same property interest, unless it is state funding contributed by a state agency participating as a project partner. Use of CPA or Cape Cod Land Bank funds is permitted.*

Funding source	Project partner recipient	Amount	Secured or pending?
Parcel # ____ (As referenced on the Parcel Information table):			
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Parcel # ____ (As referenced on the Parcel Information table):			

Parcel # ___ (As referenced on the Parcel Information table):			
Additional funding sources			
Total project funding secured			
Total project funding secured & pending			

5. REQUIRED APPLICATION ATTACHMENTS :

1. **Project narrative**
2. **Letters of Authorization.** Include letters signed by an authorized signatory on behalf of each partner authorizing the named project manager to apply for the grant and committing to complete the project if awarded a grant.
3. **Draft Municipal Votes** authorizing the acquisition of property for conservation and passive recreation and expenditure of the total project costs. Please identify the anticipated date of vote (Fall or Spring).
4. **Maps** identifying the parcel(s) proposed for acquisition, applicable NHESP designations, water supply designations, and other the conservation values or natural resources proposed for protection; Identify the protection status and/or ownership of adjacent lands
5. **Documentation of rare species** from [MA Natural Heritage and Endangered Species Program](#) (or documentation of letter request).
6. **Documentation of historic resources** from Massachusetts Historical Commission (or documentation of project notification form submitted). See these websites for any questions: <http://www.sec.state.ma.us/mhc/mhcupdf/pnfguide.pdf> and <http://www.sec.state.ma.us/mhc/mhcrevcom/revcomidx.htm>.
7. **Additional documentation to support application and/or project narrative** (e.g., evidence of enrollment in Ch. 61/61A; forest management plan; documentation of planned public drinking water source; etc.)

Attachment B: Landscape Partnership Grant Program Project Selection System

A grant review committee will consider each project and make funding recommendations based upon partnership support and overall project quality. The grant review committee considers:

I. Partnership and stewardship

- Municipal involvement and local support
- Whether partners demonstrate good stewardship capacity.

2. Project Quality

- Total project size and its connectivity to existing protected open space
- Contribution to natural resource protection:
- Project acreage that falls within MA Natural Heritage and Endangered Species Program (NHESP) BioMap Core or Critical Natural Landscape designations
- Contribution to climate change resilience
- Contributions to regional habitat linkages
- Protection of parcels within 500 feet of coastal habitats and/or lakes, ponds or rivers
- Contribution to public drinking water supply protection
- Promotes the preservation of active agricultural lands or forested land
- Provision of public passive recreational opportunities
- Project readiness.