

Project name:	
Applicant:	
Acres:	
Amount Requested:	\$

Merrimack Conservation Partnership (MCP)
Land Transaction Grant Program
2018 Land Conservation Grants
Application Form

Before completing this application, please carefully review the Request for Proposals (RFP), which is available at www.merrimackconservationpartnership.org.

Only submit an application if you check YES to **all** of the following criteria.

Primary Criteria	NO	YES
You are a qualified applicant – a nonprofit tax exempt 501(c)(3) organization that has land conservation as a primary function OR	<input type="checkbox"/>	<input type="checkbox"/>
You are a qualified applicant – a state agency that has land conservation as a primary function, OR a local government.	<input type="checkbox"/>	<input type="checkbox"/>
The proposed project is located in an eligible community in the Merrimack Valley Watershed region of New Hampshire and Massachusetts (see list of towns).	<input type="checkbox"/>	<input type="checkbox"/>
The project protects land that has been identified as a “conservation focus area” and/or “supporting landscape” in the Merrimack Valley Regional Conservation Plan.	<input type="checkbox"/>	<input type="checkbox"/>
The project <i>permanently</i> protects the land through acquisition of fee interest and/or a permanent conservation easement or other conservation restriction.	<input type="checkbox"/>	<input type="checkbox"/>
The project will be completed and all grant funds spent no later than 1.5 years from the date of the award.	<input type="checkbox"/>	<input type="checkbox"/>
The current owner(s) of the land to be conserved through the project has been notified that this application is being submitted and is willing to donate and/or sell their land or an easement to the applicant organization if funding is awarded.	<input type="checkbox"/>	<input type="checkbox"/>
You as the applicant have demonstrated capacity and financial ability to execute the transaction and ensure perpetual stewardship of the protected property.	<input type="checkbox"/>	<input type="checkbox"/>

Applicant Information	
Date of Application:	
Applicant Name:	
Applicant Mailing Address:	
Contact Person:	
Phone:	
Fax:	
Email:	
Applicant Tax ID#	
Project Information	
Project Name - Include landowner name if different. For example: Highlands Project (Smith)	
Town:	
Total Acres to be Conserved:	
Total Project Budget - Must match total uses of funds line on page 3:	
Grant Amount Requested:	
Project Summary: (100 words max.) Must include the following: - Protection mechanism (fee/easement) - How will permanent protection be ensured? - Proposed uses of funds - Project timeline	

Project Narrative – 1,000 words maximum
(equiv. to 2 pages, Times 12 pt., single spaced)

On a separate sheet, please provide a narrative summary of the project. The narrative must address the following items. Please answer questions directly and in order below.

1. How the project will *permanently* protect the land being proposed for conservation, either through the acquisition of fee interest and/or a permanent conservation easement or conservation restriction. Please include description of any reserved rights being retained by landowners. This includes, but is not limited to, any buildings and other improvements on the property, and the planned disposition of these in the project.

2. What specific project costs grant funds would be used for? Please itemize these costs in the financial summary section of this application form, not within the proposal narrative.
3. Project timeline, including when grant funds would be required.
4. Applicant's capacity and financial ability to execute the proposed conservation transaction and ensure perpetual stewardship of the protected property. (For example, describe recent successful use of funds for similar kinds of projects.)
5. Extent to which the project adds to already protected land (i.e. existing federal, state, local, or private conservation lands) and/or provides linkage between these protected lands.
6. Type and degree of conversion threat to land.
7. Extent to which project provides public recreational access.

Project Financial Summary: In the form below, provide project expenses and funding sources. **Please provide a detailed breakout of all expenses for which grant funds would be used, adding extra lines as needed.**

<i>Project Expenses:</i>	Eligible Costs (a)	Non-eligible Costs (b)
Acquisition Cost - value of fee/easement interest to be acquired. An estimated value of the land or interest to be acquired is required and must include an explanation of how the number was derived.	N/A	\$
<i>Eligible Transaction Costs</i> - these expenses may include cost of surveys, appraisals and appraisal reviews, attorney's services to applicant related to the acquisition of fee/easements, title searches, closing services, deed preparation and negotiation, baseline document preparation, easement and land recording, and other professional services. Eligible expenses also include project-related applicant staff time, benefits, mileage, etc. (Itemize and total below)	\$	N/A
Other <i>Non-eligible Transaction Costs</i> – MCP funds may NOT be used to cover fundraising-related expenses, but you may include these costs here.	N/A	\$
Stewardship – MCP funds may NOT be used for land or easement management funds or endowments, but please include any planned stewardship funds or costs here.	N/A	\$
TOTAL COSTS	\$	\$
TOTAL PROJECT COSTS (a&b combined)	-----	\$

Sources of Funds:

Public funding (municipal, state, federal)	\$
Private funding (foundations, corp., individuals)	\$
Landowner donation of land value (please note source of estimated value: appraisal, town assessor, etc.)	\$
Other donated (in kind services etc.)	\$
MCP grant request (cannot be more than 75 % of eligible transaction costs above)	\$
Total Sources of Funds	\$

Project Mapping

All applicants are required to submit with their application a Geographic Information System (GIS) “shapefile” showing the property boundaries of the proposed project. The shapefiles will be used for internal mapping purposes and to calculate total acres of MCP “conservation focus area” and/or “supporting landscape” protected by proposed projects. Applicants are advised that projects with a higher total number of acres and/or a higher percentage of acres in these priority areas will be more competitive than projects that protect a smaller number of acres and/or a smaller percentage of acres in these areas.

RE: delivery of GIS data—please include the following field in the attribute table for each parcel of your shapefile.

Tract Name *(fill in the name of the tract please) (Make sure the Properties of this field is a Text field with a length of 40 characters.)*

Submission

Applicants should submit the following items in support of their application:

- 1) Project Narrative
- 2) Project maps—One topo and one aerial map (.jpls)
- 3) Photos—One or two photos (.jpls)
- 4) GIS Shapefile**