**Applicant Information**

Organization:

Mailing Address:

Town/City:

State:

Primary Contact Name:

Phone:

Email:

Other contact method:

**Applicant Organization Description**

Provide a written project narrative that includes the following information:

* Describe the organization’s service area
* Year the organization was founded
* Number of properties, including fee and easement counts and acres
* Number of members
* Number of directors
* Description of last three acquisition projects, including closing date, number of acres, and sources of funding
* Accreditation status, or if the organization is not accredited, a description of stewardship capacity

**Statement of Need**

Provide a description of the property to be acquired that includes the following information:

* Project name
* Description of why this project is a priority for your organization
* Number of acres
* Connectivity to other protected land
* Public access plans (if any)

**Conservation Values and Features**

This can be a narrative description and/or use the following checklists.

**IRS Conservation Values**

|  |  |
| --- | --- |
|  | The preservation of land areas for outdoor recreation by, or the education of, the general public. |
|  | The protection of a relatively natural habitat of fish, wildlife, or plants, or similar ecosystem. |
|  | Preservation of open space (including farmland and forest land) pursuant to a clearly delineated governmental conservation policy, or for the scenic enjoyment of the general public, and will yield a significant public benefit. |
|  | Historically important land area or certified historic structure. |

**NCLC Conservation Criteria**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Public access for public recreation |  | Important historic structure or landscape |
|  | Significant public view |  | Public policy |
|  | Public water supply impact |   | Active agricultural use |
|  | NDDB |  | High percentage of farmland soils |
|  | Critical habitat |  | Outstanding/unique natural elements |
|  | Adjacent to protected lands |  | Within 0.5 miles of protected lands |
|  | Adjacent to or contains core forest |  | Within Berkshire Wildlife Linkage |
|   | Significant partner support |  | Stewardship concerns |
|  | Over 50 acres |  |  |

**Project Timeline**

Please include significant milestones of the project, both past and future.

**Funder List**

Please list all funding pledged or received, including funder name and pledged amount.

**Project Budget**

Please include project budget, including actual and projected costs.

**Attachments**

Required attachments:

* Signed purchase and sale agreement or letter of intent
* Appraisal
* Survey and other maps
* Certificate of Incorporation
* Form 990
* Financial statements (if you prepare them)

Additional attachments:

* Photos of the property
* Letters of support (if any) (These do not need to be new letters for this source of funding. Letters addressed to other funders are acceptable.)
* Any other materials necessary to demonstrate planned project