Pre-proposal Worksheet for Agricultural Conservation Easement Grants

Sustainable Agricultural Lands Conservation program

This worksheet has been developed in conjunction with the Round 5 Guidelines for the Sustainable Agricultural Lands Conservation Program (SALC Program). The Round 5 Guidelines serve as the Request for Grant Applications for the SALC Program. Please refer to the Round 5 SALC Program Guidelines for details on program requirements and how to apply for funding.

Please be aware that submittal of a pre-proposal worksheet for prospective grant applications is mandatory to be eligible for SALC Program easement funding. Grant applications are due September 13, 2019 and will not be accepted unless a pre-proposal worksheet was received for the project by the April 17, 2019 deadline.

Pre-proposals will be reviewed and technical assistance provided to facilitate the development of competitive grant applications. Applicants interested in receiving technical assistance prior to submission of a pre-proposal may contact the Department with questions.

Please submit this worksheet along with:

1. a preliminary title report that is less than twelve months old, and
2. maps of the project boundaries and location of existing and/or reserved building envelopes.

The pre-proposal packet should be submitted to the Department via email ([salcp@conservation.ca.gov](mailto:salcp@conservation.ca.gov)).

Contact the Department staff with any questions at (916) 324-0850.

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| Schedule | Date |
| SGC Approval of Round 5 SALC Program Guidelines | December 20, 2018 |
| Deadline to submit Pre-proposal Worksheets | April 17, 2019 |
| Deadline to submit Grant Applications | September 13, 2019 |
| *Anticipated* Date of Funding Award Announcement | December 2019 |

[](http://www.conservation.ca.gov/)

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| **Basic Information** | | | | | | | | | | |
| Project Title | |  | | | | | | | | |
| Location (County and Nearest City) | |  | | | | | Distance to nearest city: | | |  |
| Street Address of Property  (or nearest cross streets) | |  | | | | | | | | |
| Landowner Name(s)/ Ownership Structure | |  | | | | | | | | |
| Located within a Priority Population[[1]](#footnote-1) (circle one) | | **Y N** | | *[Census tract number]* | | | | | | |
| Claiming Priority Population Status? (circle one) | | **Y N** | | (If yes, attach Priority Population Benefits Checklist) | | | | | | |
| Risk Option number[[2]](#footnote-2) | |  | | | | | | | | |
| **Project Funding** | | | | | | | | | | |
| SALC Easement Request Amount[[3]](#footnote-3)  *(easement only)* | | $ | | | | | | | | |
| Match Amount *(toward easement value only)* | | $ | | | | | | | | |
| Matching Funds Source | | *[i.e., NRCS-ACEP, WCB-CAPP, etc.]* | | | | | | | | |
| Status of Match | | *[i.e., application submitted, in grant agreement, etc.]* | | | | | | | | |
| Estimated Easement Value | | $ | | | | | | | | |
| Associated Costs Request[[4]](#footnote-4) | | *[Up to $50,000]* | | | | | | | | |
| **Applicant Information** | | | | | | | | | | |
| Applicant[[5]](#footnote-5) | |  | | | | | | | | |
| Federal Employer ID Number | |  | | | | | | | | |
| Mailing Address | |  | | | | | | | | |
|  | | | | | | | | |
|  | | | | | | | | |
| Contact Person | |  | | | | | | | | |
| Title | |  | | | | | | | | |
| Phone Number | |  | | | | | | | | |
| Email Address | |  | | | | | | | | |
| **Co-Applicant Information** *(if applicable)* | | | | | | | | | | |
| Co-Applicant | |  | | | | | | | | |
| Contact Person | |  | | | | | | | | |
| Phone Number | |  | | | | | | | | |
| Email Address | |  | | | | | | | | |
| **Project Acreage** | | | | | | | | | | |
| Total Project Acreage (Assessor’s Acreage) |  | Prime Farmland[[6]](#footnote-6) Acres | | | | | |  | | |
|  | | Farmland of Statewide Importance6 Acres | | | | | |  | | |
| Irrigated Acres | | | | | |  | | |
| Nonirrigated / Grazing Acres | | | | | |  | | |
| Nonagricultural Acres | | | | | |  | | |
| **Parcel Information** | | | | | | | | | | |
| Project APN(s) | |  | | | | | | | | |
| Current Zoning/ Minimum Parcel Size | |  | | | | | | | | |
| Number of existing legal parcels[[7]](#footnote-7) | |  | | | | | | | | |
| Proposed number of easements | |  | | | | | | | | |
| Would proposed easement(s) prohibit further subdivision of existing legal parcels? (please explain) | | **Y N** | | |  | | | | | |
| Would proposed easement(s) prohibit sale of existing legal parcels separately from other parcels in easement area? (please explain) | | **Y N** | | |  | | | | | |
| **Water and Mineral Rights** | | | | | | | | | | |
| Water Rights and Source(s) | |  | | | | | | | | |
| Third party mineral rights holder(s)? | | **Y N** | | |  | | | | | |
| Severed mineral rights? | | **Y N** | | |  | | | | | |
| **Single Family Residences** | | | | | | | | | | |
| Number of single-family (SF) residences **currently on the property** | |  | | | | | | | | |
| Approximate size of each SF residence (square footage of living area) | |  | | | | | | | | |
| Number of **additional** SF residences to be reserved in easement (if any): | |  | | | | | | | | |
| Proposed size restriction (sq ft), if any, on reserved and/or existing SF residences | |  | | | | | | | | |
| **Farmworker Housing** | | | | | | | | | | |
| Number of farm labor residential structures/units currently on property | |  | | | | | | | | |
| Approximate size of each farm labor residence (square footage of living area) | |  | | | | | | | | |
| **Building Envelopes** | | | | | | | | | | |
| **Existing** Building Envelope(s)[[8]](#footnote-8) on the property? | | | **Y N** | | | Approximate Acres: | | |  | |
| **Additional** Building Envelope(s) to be reserved (e.g., residential, ag. employee, agricultural infrastructure)? | | | **Y N** | | | Approximate Acres: | | |  | |
| **Additional Information** | | | | | | | | | | |
| **Other Reserved Rights[[9]](#footnote-9)** (e.g., oil and gas site, solar, communication towers) | | | **Y N** | | | Please list: | | | | |
| **Restrictions on Agricultural Use?** | | | **Y N** | | | Please describe: | | | | |
| **Any critical deadlines?** | | | **Y N** | | | Please describe: | | | | |

# Risk of Conversion Summary Sheet and Supporting Evidence

To be eligible for funds, the proposed property must be considered at risk of conversion to a non-agricultural land use. In the full grant application, applicants must demonstrate that the proposed property is at risk of conversion using one of the risk options listed below.[[10]](#footnote-10) The Department will evaluate the evidence provided in the grant application and determine the number of development rights to be extinguished for purposes of quantifying greenhouse gas benefits.

Please check the option below that best describes the risk to the property and describe any supporting evidence to be provided in the full grant application.

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| **Residential Risk** | | **Description of supporting evidence to be provided in grant application**  (e.g., relevant development proposal, Certificates of Compliance, maps) |
|  | 1. Agricultural land identified for development as evidenced by inclusion in a development proposal submitted to the local government, undergoing environmental review, or publicly available from controlling interests within the past 5 years |  |
|  | 1. Agricultural land identified for potential rezoning from agricultural to residential use by a jurisdiction as evidenced by a revised zoning proposal or land use plan, or undergoing environmental review, within the past 5 years |  |
|  | 1. Agricultural land within a city’s Sphere of Influence or municipal service boundary and, if applicable, within the city’s urban growth boundary according to the city’s general plan |  |
|  | 1. Agricultural land within a proposed expanded city boundary (annexation), Sphere of Influence, municipal service boundary, or specific plan; |  |
|  | 1. Agricultural land within two miles of a city’s Sphere of Influence or municipal service boundary, or within two miles of an unincorporated area which is zoned for or contains residential development where the average lot size is two acres or less. |  |
| *Risk Option table continues on the next page.* | | |
|  | |  |
| **Rural Residential Risk** | |  |
|  | 1. Agricultural land identified for potential rezoning from agricultural to rural residential use (one to ten acres) by a jurisdiction as evidenced by a revised zoning proposal or land use plan, or undergoing environmental review, within the past 5 years |  |
|  | 1. Agricultural land within two to five miles of land developed or zoned for residential use where the average lot size is one acre or less, or agricultural land up to five miles from land developed or zoned for rural residential use (one to ten acres) in the county General Plan |  |
| **Risk of subdivision to current zoning minimums** | |  |
|  | 1. Agricultural land that is subject to county-issued Certificates of Compliance. |  |
|  | 1. Agricultural land located within two miles of attraction(s) such as a casino, resort, golf course, public recreation area, school or university; within two miles of a major highway intersection[[11]](#footnote-11); or within two miles of a planned road expansion project that increases vehicle capacity (e.g., additional lanes) |  |
|  | 1. Agricultural land within five miles of other agricultural land sold or advertised as rural home sites, rural recreational sites, or other development as evidenced through comparable sales, multiple listing services, or similar property sales tools within the last five years. |  |

# Eligibility Discussion

Agricultural conservation easement projects are eligible to be considered for grant funding only if the following eligibility criteria are met. Below, please explain how your proposal satisfies each of the eligibility criteria.

More detailed information to determine a proposal’s eligibility will be required in the full grant application. Please see the Round 5 SALC Program Guidelines for additional information.

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| **Eligibility Criteria** |
| (a) Confirm that the applicant is an Eligible Applicant as defined on Page 7 of the Guidelines |
| Explanation for item (a): |
| (b) Confirm that the applicant agrees to all Conditions of Funding specified in the Round 5 Guidelines. |
| Explanation for item (b): |
| (c) Describe how the proposal will support the implementation of an adopted or draft sustainable communities strategy or, if a sustainable communities strategy is not required for a region by law, a regional plan that includes policies and programs to reduce greenhouse gas emissions. |
| Explanation for item (c): |
| (d) Provide a brief description of the current agricultural operation on the property. Is the parcel proposed for conservation expected to continue to be used for, and is it large enough to sustain, commercial agricultural production? (Non-irrigated rangeland and/or pasture land may be used to satisfy this criterion.) |
| Explanation for item (d): |
| (e) Describe the market, infrastructure, and agricultural support services around the property. How will the surrounding parcel sizes and land uses support long-term commercial agricultural production in the area? |
| Explanation for item (e): |
| (f) Is the proposed acquisition part of a local government’s condition placed upon the issuance of an entitlement for use of a specific property. If yes, please describe. |
| Explanation for item (f): |

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| **Co-benefits** |
| Please provide a brief discussion of the environmental, economic, and/or public health co-benefits that this project would provide. Refer to pages 2 & 3 of the Guidelines for example co-benefits associated with SALC Program. |
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| **Other Comments** |
| Other comments, potential concerns, etc. |

**Please submit this pre-proposal worksheet along with a current preliminary title report and maps that would help describe the property.**

Thank you for your interest. Please contact the Department of Conservation at   
(916) 324-0850 with any questions.

1. For further information, please refer to the priority population map available at: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>. [↑](#footnote-ref-1)
2. Refer to Appendix A of the Round 5 SALC Program Guidelines. [↑](#footnote-ref-2)
3. Easement acquisitions where fifty percent (50%) or more of the property both: i) consists of prime farmland or farmland of statewide importance, as identified by the Farmland Mapping and Monitoring Program; and ii) is located in a priority population identified using the map above are eligible to receive 100% funding toward the estimated value of the easement. Applicants that request 100% of the easement value but are found not to qualify for that level of funding will have their request adjusted to 75% of the estimated easement value and shall be responsible for securing the remaining funds necessary to purchase the easement, should the project be funded. [↑](#footnote-ref-3)
4. The Strategic Growth Council will allocate up to $50,000 in associated costs funding for each awarded project, unless applicants specify a lower amount in the application. The Strategic Growth Council may increase a project’s associated cost allocation, if it determines such costs are commensurate with the work needed to complete the project. Please contact SALC staff prior to the application deadline for the forms necessary to seek associated costs in excess of $50,000. [↑](#footnote-ref-4)
5. Refer to Section 2 of the Round 5 SALC Program Guidelines for a complete list of “Eligible Applicants”. [↑](#footnote-ref-5)
6. As mapped by the California Department of Conservation [Farmland Mapping and Monitoring Program](http://www.conservation.ca.gov/dlrp/fmmp/Pages/Index.aspx). [↑](#footnote-ref-6)
7. Please confirm this information with the relevant County Planning Department. [↑](#footnote-ref-7)
8. The term “building envelope”, also known as a farmstead area, refers to an area delineated in the easement within which the structures on the property are located and building may occur. Building envelopes must be designated around existing residences, as well as sites for proposed future residences. Applicants must submit a map showing the general location, size and shape of existing or proposed building envelopes. [↑](#footnote-ref-8)
9. Other reserved rights listed here are subject to review and approval by the Department. In order to be considered in the easement, other reserved rights must be included here. [↑](#footnote-ref-9)
10. Risk options are discussed in Appendix A of the 2017-18 SALC Program Guidelines. Applicants are encouraged to contact the Department should they require assistance in understanding or documenting the risk of conversion facing the proposed project. [↑](#footnote-ref-10)
11. Refer to 2017-18 SALC Program Guidelines Glossary for major highway intersection definitions for the purposes of the SALC Program. [↑](#footnote-ref-11)