Pre-proposal Worksheet for Agricultural Land Conservation Planning Grants

Sustainable Agricultural Lands Conservation program

This worksheet has been developed in conjunction with the 2018-19 Sustainable Agricultural Lands Conservation Program Guidelines (Guidelines). Please refer to the Guidelines for details on program requirements and how to apply for funding.

Due to the complex nature of Sustainable Agricultural Lands project applications, all applicants are encouraged to provide the Department with a structured summary of their proposed project prior to the full application deadline.

By providing basic information about the potential project’s scope and goals, Department of Conservation staff can provide preliminary technical assistance to the applicant in advance of completion of full project proposals.

The deadline for submission of pre-proposals for Planning projects is April 17, 2019. Full project proposals are due September 13, 2019.

Please submit the below form to Department of Conservation via email to [SALCP@conservation.ca.gov](mailto:SALCP@conservation.ca.gov) by 11:59 P.M. on April 17, 2019. Department of Conservation staff are available to answer questions at (916) 324-0850.



|  |  |  |
| --- | --- | --- |
| Project Title |  | |
| Applicant Name |  | |
| Department/Office |  | |
| Federal Employer ID Number |  | |
| Mailing Address |  | |
| Project Title: |  | |
|  | | |
| Location (County and/or City) |  | |
| Claiming Priority Population Benefits Status[[1]](#footnote-1) (circle one) | **Y N** | If yes, you will need to submit a Priority Population Benefits Checklist[[2]](#footnote-2) with your application (*not* with this pre-proposal). |
| Grant Request Amount | $ | |
| Matching Funds Pending | $ | |
| Matching Funds Committed | $ | |
| Total Estimated Project Cost | $ | |
|  | | |
| Contact Person |  | |
| Title |  | |
| Phone Number |  | |
| Email Address |  | |

# Executive Summary and Proposed Planning Project

Please provide a brief overview of the project (**1-page** maximum). This overview should describe the following:

* Provide a brief description of the proposed planning project
* Why the proposed project is appropriate for protecting agricultural lands in your jurisdiction.
* Participating stakeholders.
* Any critical deadlines.

|  |
| --- |
| **Pre-Proposal Application Responses** |
| The questions below are designed to solicit specific facts regarding how the planned project will address the SALC Program goals and objectives. More detailed information and documentation will be required in the complete application. |
| 1. Describe the proposed planning project. Describe the agricultural land base and economy within the project geographic area the amount and quality of land that can be expected to receive protection through the proposed project. Identify the types of data that will be used to evaluate the agricultural resources. Include maps of important farmland, jurisdictional boundaries, and other pertinent data that would portray the project scope (as attachments to the application). Explain why and to what extent agricultural land is being converted to other uses within project geographic area and to what extent those conversion risks are expected to continue. How will the proposed project address those conversion risks? |
| Response: |
| 1. Describe any economic, environmental, public health or other co-benefits that would arise from the project? How will those co-benefits be measured? Provide a qualitative description of anticipated co-benefits as well as any quantitative information (e.g., acres of habitat types, miles of riparian corridors, local jobs related to agricultural sales). |
| Response: |

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| --- |
| 1. Describe how the proposal will complement other efforts in the Project Geographic Area, including comprehensive planning efforts (e.g., Sustainable Communities Plans, Greenprints), and agricultural land use policies (e.g., Williamson Act). How would the project leverage other permanently protected lands to promote location and resource-efficient development? |
| Response: |
| 5. Describe your experience in developing and implementing similar projects. Do you have the internal resources and capacity to complete the proposed work or will consultants or contractors be required? Do you have the professional staff qualified to develop and successfully implement the proposal? If not, please describe how you will acquire this expertise. |
| Response: |
| 6. Identify which stakeholders will participate in the proposed project? How will these stakeholders participate? |
| Response: |

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|  |

# Budget

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Title** |  | | |
|  | **SALC Program REQUEST** | **MATCH FUNDING** | **TOTAL FUNDING** |
| **Personnel including Applicant’s staff, stakeholders, contractors and consultants** | | | |
|  |  |  |  |
|  |  |  |  |
| Subtotal |  |  |  |
| Note: Information regarding Personnel and subcontractors is entered on page 2 of the Budget | | | |
| **Operating Expenses** | | | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Subtotal |  |  |  |
| **Miscellaneous** (itemize/explain—examples provided) | | | |
|  |  |  |  |
|  |  |  |  |
| Subtotal |  |  |  |
| **TOTAL PROJECT COST** |  |  |  |

Personnel

Personnel including Applicant’s staff, stakeholders, contractors and consultants required to accomplish the project should be listed in this table.

|  |  |  |  |
| --- | --- | --- | --- |
| **TITLE** | **RATE** | **HOURS** | **TOTAL** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

additional explanations

Please refer to the Guidelines for more information on Eligible Costs.

# Map(s) of the Project Geographic area

Please provide a map or image depicting the area to be covered by the proposed project. The map should generally depict the area, including the extent of its agricultural resources, urban and/or rural land uses, and any ancillary map data to support the need for the proposal.[[3]](#footnote-3) Maps or images must print into an 8 ½” x 11” sheet of paper.

Geographic information system (GIS) data may be submitted along with digital map products. Contact SALC Program staff if you are interested in submitting data in this manner.

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

1. A mapping tool to determine whether a project location is within a priority population census tract is available here: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>. Also refer to the Guidelines for further information. [↑](#footnote-ref-1)
2. [www.conservation.ca.gov/dlrp/SALCP/Pages/Apply-for-Funding.aspx](http://authoring.consrv.ca.gov/dlrp/grant-programs/SALCP/Pages/Program%20Funding.aspx). [↑](#footnote-ref-2)
3. Examples could include Important Farmland Maps, available at: [http://www.conservation.ca.gov/dlrp/fmmp/Pages/Index.aspx](http://authoring.consrv.ca.gov/dlrp/fmmp/Pages/Index.aspx), Spheres of Influence, priority planning areas, and other protected lands. Protected lands databases can be found at the following locations:

   National Conservation Easement Database: [http://nced.conservationregistry.org/](http://nced.conservationregistry.org/%20)

   California Protected Area Database: <http://www.calands.org/data>

   California Conservation Easement Database: <http://www.calands.org/cced> [↑](#footnote-ref-3)