

APPENDIX B – Acquisition Grant Application

Applying

This is the application form for Agricultural Conservation Acquisition (Acquisition) Grants under the Round 8 Guidelines for the Sustainable Agricultural Lands Conservation Program (Guidelines). The Guidelines detail the background and eligibility requirements for funding. Applicants should familiarize themselves with the Round 8 Guidelines prior to completing this grant application and refer to them for questions regarding this form. SALC staff are available prior to the application deadline to provide technical assistance to eligible applicants interested in applying.

Initial Screening – Pre-proposals

Applicants are required to submit a pre-proposal to the Department prior to applying. Please refer to the Pre-Proposals section of the Guidelines for additional information.

Grant Application Submission

Please use the Grant Application Checklist to ensure that all necessary materials are submitted. Incomplete or Not Ready applications may not be evaluated or considered for funding at the sole discretion of the State. Early consultation with SALC staff regarding proposed projects is strongly encouraged to achieve the most efficient review process possible.

The application process and requirements for Acquisition grants is detailed in Section 3 of the Guidelines. Pre-proposals and applications must be submitted electronically by 11:59 p.m. on the deadlines specified in “At-a-Glance,” to be considered for funding.

Applicants must submit the entire application to the Department via email (salcp@conservation.ca.gov).

Receipt of the digital application by the Department determines the official submittal date and time. SALC will acknowledge receipt of the digital application by email to the Contact Person listed on the Grant Application Cover Sheet.

Acquisition Grant Application Checklist

Required Components

All grant applications must include the following:

- Application Cover Sheet
- Executive Summary (1-page maximum)
- Acquisition Summary Sheet
- Narrative Questions
- Applicant Resolution of Support
- Letter to Planning Director
- Letter from Groundwater Water Sustainability Agency (*only required for projects in critically over-drafted basins with an adopted Groundwater Sustainability Plan*)
- Updated Preliminary Title Report, Underlying Documents, Assessor's Parcel Maps (*if requested*)
- Appraisal or Support for Estimated Easement Value
- Revised Project Boundary Map (*if requested*)
- Revised Building Envelope(s) Map and Excluded Area(s) Map (*if requested*)

Additional Components

Applicants may submit the following as relevant to their application:

- Proposed Interest Holder Resolution of Support (*if relevant*)
- Priority Population Benefits Checklist (*required if providing a priority population benefit*)
- Maps that show property characteristics relevant to the project

Acquisition Grant Application Cover Sheet

Basic Information

| | |
|---|--|
| Project Title | |
| Location (County and Nearest City) | |
| Distance to nearest city or census designated place | |
| Real property interest to be acquired | <input type="checkbox"/> Easement <input type="checkbox"/> Fee |
| Located within a <u>priority population</u> | <input type="checkbox"/> Y <input type="checkbox"/> N [Census tract number] |
| Priority Population Status | <input type="checkbox"/> Y <input type="checkbox"/> N [If yes, attach Priority Population Benefits Table] |

Project Funding

| | |
|---|---|
| A: SALC Acquisition Request Amount | \$ |
| B: SALC Associated Costs Request: | [Up to \$50,000] |
| C: SALC Management Plan or Carbon Farm Plan Request | [Up to \$10,000 for a management plan or up to \$10,000 for a carbon farm plan] |
| D: SALC Total Grant Request (A+B+C) | \$ |
| 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.] |
| Does all or a portion of the match come from another CCI program? | <input type="checkbox"/> Y <input type="checkbox"/> N List: |
| Estimated Easement Fair Market Value | \$ |
| Estimated Fee Title Fair Market Value (fee acquisitions only) | \$ |

Applicant Information

| | |
|----------------------------|--|
| Applicant | |
| Federal Employer ID Number | |
| Mailing Address | |
| Contact Person | |
| Title | |
| Phone Number | |
| Email Address | |

Co-Applicant/Intended Interest Holder Information (complete if applicable)

| | |
|------|--|
| Name | |
|------|--|

| | |
|----------------------------|--|
| Federal Employer ID Number | |
| Mailing Address | |
| Contact Person | |
| Title | |
| Phone Number | |
| Email Address | |

Executive Summary

This section (**one (1) page** maximum) should: :

- Provide a brief but thorough description of the proposed project and its scope (project type; agricultural use; farmland quality; location; size; whether landowner or lessee-operated; if lessee-operated, the length of the lease; etc),
- Clearly respond to all concerns identified by SALC staff during the pre-proposal review (if any),
- Provide a brief summary of how the project meets the programs goals, and
- Identify whether the landowner must meet any critical deadlines for concluding the transaction.

Acquisition Summary Sheet

All fields in this section must be filled out for the application to be considered complete.

General Information

| | |
|--|--|
| Project Title | |
| Landowner Name(s)/ Ownership Structure | |
| Street Address of Property (or nearest cross streets) | |
| Project APN(s) | |

Project Acreage

| | |
|---|--|
| Total Project Acreage (Assessor's Acreage) | |
| Irrigated Acres | |

| | |
|-------------------------------|--|
| Non-irrigated / Grazing Acres | |
| Nonagricultural Acres | |

Landowner/Lessee Demographics

Items in the demographics section should be completed for the landowner or lessee who farms or ranches the property. For properties farmed or ranched by the landowner but where ownership of the property is held by more than one individual or by a company or trust, complete this section for the individual(s) who manage(s) the day-to-day operations of the farm/ranch. Information on gender, race, and ethnicity is for informational purposes only and will not be considered in project selection.

The property is farmed/ranched by:

- Landowner
- Lessee
- Both

The person who farms/ranches the property lives in:

- A [disadvantaged community](#)
Census tract number:
- A [low-income household](#) (refer to Health and Safety Code section 39713(d)(1))
Annual Household Adjusted Gross Income¹:
- A [low-income community](#) (refer to Health and Safety Code section 39713(d)(2))
Census tract number:
- None of the above

The person who farms/ranches the property is:

- A beginning farmer
- A Veteran
- None of the above

The gender of the person who farms/ranches the property is:

- Female
- Male
- Non-binary
- Do not wish to identify/does not apply

¹ Applicants may be asked to provide proof of landowner/lessee income, including tax return information, for verification upon request.

The race/ethnicity of the person who farms/ranches the property is (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> African American | <input type="checkbox"/> Pacific Islander |
| <input type="checkbox"/> Native American | <input type="checkbox"/> White |
| <input type="checkbox"/> Alaskan Native | <input type="checkbox"/> Other_____ |
| <input type="checkbox"/> Hispanic | <input type="checkbox"/> Do not wish to identify/does not apply |
| <input type="checkbox"/> Asian American | |
| <input type="checkbox"/> Native Hawaiian | |

Sale and Subdivision

| | |
|--|--|
| Would proposed acquisition prohibit further subdivision of existing legal parcels? (please explain) | <input type="checkbox"/> Y <input type="checkbox"/> N Explanation: |
| Would proposed acquisition prohibit sale of existing legal parcels separately from other parcels in project area? (please explain) | <input type="checkbox"/> Y <input type="checkbox"/> N Explanation: |

Water and Mineral Rights

| | |
|---------------------------------------|--|
| Water Rights and Source(s) | |
| Third party mineral rights holder(s)? | <input type="checkbox"/> Y <input type="checkbox"/> N Explanation: |
| Severed mineral rights? | <input type="checkbox"/> Y <input type="checkbox"/> N Explanation: |
| Evidence of past mining? | <input type="checkbox"/> Y <input type="checkbox"/> N Explanation: |

Existing and Reserved 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): | |
| Size restriction (sq. ft), if any, on reserved and/or existing SF residences | |

Existing Farm Labor Residences

| | |
|--|--|
| 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) on the property? | Number: Approximate Acres (each): |
| Additional Building Envelope(s) to be reserved (e.g., residential, ag. employee, agricultural infrastructure)? | Number: Approximate Acres (each): |
| If the location(s) of the additional Building Envelopes have not been identified, will the deed language establish a process for the identification of the future building envelope(s)? | <input type="checkbox"/> Y <input type="checkbox"/> N |

Additional Information

| | |
|--|------------------|
| Other Reserved Rights (e.g., oil and gas site, solar, communication towers) | Please list: |
| Any critical deadlines? | Please describe: |

Narrative Questions

This section should be used to explain attributes of the proposed acquisition that are relevant to the goals of SALC. **Refer to pages 28 - 29 of the Guidelines for additional information.** This section should not exceed six (6) pages. Please answer the following questions, maintaining the format below.

1. Describe how the proposed project will support long term, economically viable, commercial agricultural production, including whether the property has adequate water availability and water quality for agricultural purposes. For projects where the easement is to conserve tribal cultural resources, describe how the project supports sustainable management of cultural resources of historical importance to the tribe.
2. Describe how the project will support infill and compact development and is likely to be converted to non-agricultural uses in the near future.
3. Describe how the project meets one or more of the following program goals:
 - a. contributes to carbon neutrality
 - b. supports sustainable land management
 - c. supports coordinated land use planning
 - d. builds climate resilience
 - e. reduces risk from extreme climate events
 - f. contributes to the State's effort to combat climate change
 - g. safeguards the State's economic sustainability and food security
 - h. protects biodiversity
4. Describe how the acquisition will advance equity and opportunity in one or more of the following ways:
 - a. Provides meaningful benefits to a priority population as identified using California Air Resources Board's [Priority Population Benefits Table for Land Conservation](#).
 - b. Is led by or supports California Native American tribe's ownership of, co-management of, and access to natural lands and Indigenous cultural resources on the property.
 - c. Provides secure land tenure for farming or ranching on the property to a beginning or veteran farmer or rancher, or a farmer or rancher who lives in a priority population.
5. Describe how the acquisition provides co-benefits beyond the program goals, including environmental, economic, public health, or other co-benefits.
6. If the proposal is for fee title acquisition, how will the property be utilized for agricultural use? Do you plan to lease or sell the property and in what time frame will that occur?

Applicant Resolution of Support

The applicant is required to submit a signed resolution of support from its board of directors or similar governing body authorizing the submittal of a grant application to the SALC. The resolution must:

- Authorize the submittal of an acquisition grant application to SALC;
- Authorize entrance into a grant agreement with the Department for the project and agree to accept the template terms and conditions, available in Appendix F of the Guidelines, if the project is awarded funding;
- Certify that no conflict of interest or appearance of conflict of interest exists for any member of the applicant's Board of Directors as relates to the project; and,
- Authorize a designated individual to execute tasks, such as signing documents, related to the application, grant agreement, and acquisition, if the project is awarded funding.

Notification Letter to the Planning Director

The applicant must provide written notification to the local government's Planning Director about the application. The letter should indicate the applicant's intent to apply for a grant to acquire an agricultural conservation easement, the Department's contact information in case the local government has comments, and the anticipated date of the Strategic Growth Council meeting at which the easement application is proposed to be considered for approval. The notification should include the applicant and not the landowner's name.

Letter from Groundwater Sustainability Agency

For projects located in critically over-drafted basins with an adopted Groundwater Sustainability Plan, the applicant must provide a letter from the relevant Groundwater Sustainability Agency indicating that continued agricultural use thereon is consistent with the adopted Groundwater Sustainability Plan for that groundwater basin. Projects not located in critically over-drafted basins, or projects located in a critically over-drafted basin for which a Groundwater Sustainability Plan has not yet been adopted, are exempt from this requirement.

Groundwater basin designations can be found on the [SGMA Basin Prioritization Dashboard](#).

Adopted Groundwater Sustainability Plans are available on [Department of Water Resources's Submitted GSPs page](#).

Preliminary Title Report and Assessor's Parcel Map(s)

If an updated preliminary title report or associated documents was requested as part of the pre-proposal feedback, provide an updated preliminary title report for review.

Appraisal/Support for Estimated Acquisition Value

A current appraisal is not a required component of the application. However, the applicant must provide support for the acquisition value identified in the application cover sheet. This support may be in the form of a preliminary or complete appraisal, or a detailed estimate for the anticipated cost of the acquisition, and material to support the valuation estimate. SALC reserves the right to require that a current appraisal accompany the grant application if, in its sole discretion, it determines that insufficient data is available to support an estimate.

SALC will only fund the appraisal that is approved by the state and used for the completed acquisition.

Project Boundary Map

If the applicant has revised the project boundary following receipt of pre-proposal feedback, or if the project boundary has changed, provide an updated boundary map (pdf format) with the application.

Applicants may also submit maps depicting the proposed project boundary relative to Important Farmland data, nearest Sphere of Influence, priority planning areas, and other protected lands in the vicinity. If the applicant can document additional conserved lands or resource values that support the proposal, they are encouraged to provide supplemental maps to that effect.

Applicants are encouraged to provide GIS shapefiles of any data included in their maps.

Building Envelope(s) and any Excluded Area(s) Map

If the applicant has revised the building envelopes or excluded areas associated with the project following receipt of pre-proposal feedback, provide an updated building envelope and excluded areas map (pdf format) with the application.

Building envelopes must be designated around existing residences, as well as sites for proposed future residences.

Priority Population Benefits Checklist (AB 1550) – OPTIONAL

This checklist is to be used by applicants claiming to provide a benefit to a priority population. Benefits must address a common need to a disadvantaged community. The chosen approach must be identified on the checklist and accompanied by supporting documentation that a disadvantaged community need is being met. This checklist will be available on the Department website.

Projects must satisfy at least one criterion in Step 1, one criterion in Step 2, and one criterion in Step 3, and the benefit claimed must meet the need identified to be considered to provide direct, meaningful, and assured benefits to priority populations, receive priority population status through SALC, and count toward statutory investment minimums. Documentation must be provided to support all claims and will be evaluated by SALC in consultation with CARB.

Please see www.arb.ca.gov/cci-resources for the most recent table.