Pre-proposal Worksheet for

Agricultural Conservation Easement Grants

Agricultural Land Mitigation program

This worksheet has been developed in conjunction with the Agricultural Land Mitigation Program (ALMP) Guidelines as approved for release on June 17, 2019 (Guidelines). The Guidelines serve as the Request for Grant Applications for ALMP. Please refer to the 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 ALMP easement funding. Grant applications are due October 31, 2019 and will not be accepted unless a pre-proposal worksheet was received for the project by the July 22, 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. 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 application process for ALMP grants is detailed in Section 2 of the Guidelines. Pre-proposals and applications must be submitted electronically (almp@conservation.ca.gov) by 11:59 p.m. on the deadline date.

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

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| Schedule (Proposed, subject to change) | Date |
| Draft Guidelines released for public comment | May 9, 2019 |
| Guidelines Adopted | June 17, 2019 |
| Deadline to submit Pre-proposal Worksheets | July 22, 2019 |
| Deadline to submit Grant Applications | October 31, 2019 |

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| **Basic Information** | | |
| Project Title |  | |
| Location (County and Nearest City) |  | |
| First Opportunity Landowner? | **Y N** | *Please refer to ALMP Guidelines* |
| **Project Funding** | | |
| ALMP Easement Request Amount  *(easement only)* | $ | |
| Associated Costs Request  (including Stewardship Funds) | $ | |
| Total ALMP Grant Request | $ | |
| Matching Funds Amount *(if applicable))* | $ | |
| Estimated Easement Value | $ | |
| **Applicant Information** | | |
| Applicant[[1]](#footnote-1) |  | |
| Federal Employer ID Number |  | |
| Mailing Address |  | |
|  | |
|  | |
| Contact Person |  | |
| Title |  | |
| Phone Number |  | |
| Email Address |  | |
| **Co-Applicant Information** *(if applicable, Refer to ALMP Guidelines)* | | |
| Co-Applicant |  | |
| Contact Person |  | |
| Phone Number |  | |
| Email Address |  | |

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| **Project Acreage** | | | | | | | | |
| Total Project Acreage (Assessor’s Acreage) |  | Important Farmland[[2]](#footnote-2) | | | | | | |
|  | | Prime Farmland Acres | | | | |  | |
| Farmland of Statewide ImportanceAcres | | | | |  | |
| Farmland of Local Importance Acres | | | | |  | |
| Unique Farmland Acres | | | | |  | |
| Other Acres | | | | |  | |
| **Parcel Information** | | | | | | | | |
| Project APN(s) | | |  | | | | | |
| Current Zoning/ Minimum Parcel Size | | |  | | | | | |
| Number of existing legal parcels[[3]](#footnote-3) | | |  | | | | | |
| 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)[[4]](#footnote-4) 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[[5]](#footnote-5)** (e.g., oil and gas site, solar, communication towers) | | | | **Y N** | | Please list: | | |
| **Any critical deadlines?** | | | | **Y N** | | Please describe: | | |

# 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 ALMP 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 ALMP Guidelines. |
| Explanation for item (b): |
| (c) Describe the categories of Important Farmland that comprised the property. Describe those use and characteristics of those portions of the property that do not meet the definition of Important Farmland. |
| 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? |
| 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): |
| (g) For local government applicants only: The local government applicant has not acquired, nor proposes to acquire, the agricultural conservation easement through the use of eminent domain, unless requested by the owner of the land. |
| Explanation for item (g): |

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| **First Opportunity Landowner** |
| Please indicate here if you anticipate submitting the First Opportunity Landowner Supplement. Explain. |
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| **Other Comments** |
| Other comments, potential concerns, etc. |

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Thank you for your interest.

Please contact the Department of Conservation at   
(916) 324-0850 with any questions.

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

1. Refer to Section 2 of the ALMP Guidelines for a complete list of “Eligible Applicants”. [↑](#footnote-ref-1)
2. Important Farmland 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-2)
3. Please confirm this information with the relevant County Planning Department. [↑](#footnote-ref-3)
4. 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-4)
5. 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-5)