# Project Title

*As listed in application*

# Applicant Name

*As listed in application*

# General Instructions

*For Acquisition projects only. As referenced* ***in Form 1. Eligibility, Timing and Priorities****, this attachment must be completed if the applicant is applying for funding to acquire land, via fee title and/or easement.*

*Fill in appropriate responses and if applicable provide responses in plain text in the line below question.*

1. *Interest to Be Acquired: Fee Title  Easement*
2. *Assessor’s Parcel Number. Provide assessor's parcel number(s) of property or properties in which interest would be acquired.*
3. *Acreage. Provide total acreage of interest to be acquired (for easement, state total acreage to which easement would apply).*
4. *Appraisal.*
   1. *Has the parcel(s) been appraised?*

*Yes  No*

*If yes, what is the date of the appraisal?*

*If no, what is the current basis for valuation?*

*If no, please describe the anticipated timeline to complete the appraisal and DGS-approval of that appraisal?*

* 1. *Provide the current appraisal amount or estimation of fair market value of the parcel(s) to be acquired.*

1. *Willing Seller Negotiations. Please describe the status and expected conclusion of landowner negotiations, including estimated date by which negotiations will result in an executed purchase and sale or option agreement.*
2. *Purchase and Sale Agreement or Option Agreement / Willing Seller Letter. If a purchase and sale or option agreement has been executed, it must be submitted with the application. If a purchase and sale or option agreement has not been executed, a willing seller letter from each landowner must be submitted with the application. Each willing seller letter must state that the seller is willing to enter into negotiations for sale of the property at a purchase price not to exceed fair market value.*
3. *Existing Improvements. Please describe existing improvements, if any, including acreages or square footages. Approximate location of improvements that will affect the parcel(s) should be depicted on the Project Specific Map (as attached in Form 2: Location Information).*
4. *Existing Easements or Deed Restrictions. Please describe existing easements of deed restrictions (i.e., agricultural easements, or development restrictions). Approximate location of improvements that will affect the parcel(s) should be depicted on the Project Specific Map (as attached in Form 2: Location Information).*
5. *Existing Uses. Please describe the existing uses of the property (commercial uses, management, recreation, residential, etc.). Of these uses, which would continue after completion of the acquisition?*
6. *Proposed Improvements.* 
   1. *Please describe any improvements that would or could be constructed after the acquisition, including residences and other structures, roads, trails, parking lots, interpretive facilities, utilities, utility lines, stream crossings, etc. Please show all proposed uses in the Project Specific Map and potential acreages/square footage involved.*
   2. *Are the locations of all facilities known or are there any “floating” uses (i.e., improvements are anticipated, but the location has not yet been determined). If there are proposed floating uses, please describe.*
7. *Proposed Uses.*
   1. *What uses would be prohibited on the property following acquisition? Are there any new uses, in addition to the existing uses outlined above, that would be allowed?[[1]](#footnote-1)*
   2. *If the acquisition is an easement rather than a fee title purchase, please describe, in detail, any development rights that are proposed to be reserved in the easement.*
8. *Mineral Estate[[2]](#footnote-2).*
9. *Is the subject property within any sedimentary basin mapped for oil, gas, or geothermal production by the California Department of Conservation's Geologic Energy Management Division (CalGEM) (refer to* [*map*](ftp://ftp.consrv.ca.gov/pub/oil/maps/Map_S-1.pdf)*)?*

*Yes  No*

*If yes, please describe.*

1. *Is there evidence of past mining on the land (this includes any application or issuance of a permit to mine in counties where mining requires a permit)?*

*Yes  No*

*If yes, please describe.*

1. *Based on a review of the current deed, title policy, or leases for the subject lands, is there any information indicating that the mineral estate is severed from the surface estate?*

*Yes  No*

*If yes, please describe.*

1. *If the mineral estate is severed from the surface estate, what steps, if any, will be taken to extinguish the severed mineral rights?*
2. *For easement acquisitions, does the landowner propose to reserve rights to mineral uses, or will mineral exploration and use be prohibited?*
3. *Hazardous Materials.*
   1. *Is there evidence that hazardous material(s) have been used on the property?*

*Yes  No*

*If yes, please describe.*

* 1. *Has a Phase 1 Environmental Assessment been completed on the property?*

*Yes  No*

*If yes, please describe.*

* 1. *If there is evidence that hazardous material contamination may be present, are there any known risks to health and safety, or to the conservation values of the site, associated with that contamination?*

1. *Security for Debts. Will the property be used as security for any debt? Describe steps that will be taken to remove all liens.*
2. *Preliminary Title Report. Has a Preliminary Title Report been uploaded into* ***Form 8: Supplementary Attachments*** *of the WebGrants application? (A copy of the Preliminary Title Report must be submitted with the application[[3]](#footnote-3), as a supplementary attachment in* ***Form 8: Supplementary Attachments****. When uploading, please upload the document in .pdf format and name the document “Preliminary Title Report”[[4]](#footnote-4).)*

*Yes  No*

1. *Supplementary Attachments. If available, please submit the following as a supplementary attachment in* ***Form 8: Supplementary Attachments****.*
2. Appraisal
3. Draft Conservation Easement (if applicable)

1. *As an example, a grassland site might introduce grazing, a new use, for management purposes.* [↑](#footnote-ref-1)
2. *If the answer to one or more of the Mineral Estate questions is yes, a Mineral Assessment Report may be required prior to execution of a grant agreement (refer to Section 2.3 – Project Categories, Acquisition, of the Solicitation). The costs of such a report are not eligible for reimbursement. Successful applicants should consult with CDFW for specific requirements prior to initiating work on a Mineral Assessment Report.* [↑](#footnote-ref-2)
3. *Grantees should also be prepared to provide any documents associated with the exceptions to title insurance also known as background documents.*  [↑](#footnote-ref-3)
4. *Preliminary Title Reports with hyperlinks are appreciated, but not necessary if other exception documentation can be provided.* [↑](#footnote-ref-4)