

Forest Legacy Program Acquisition Check List



Date Completed	Action Required
	1. Landowner information (name, address, phone)
	2. Verify the tract is located within an approved Forest Legacy Area
	3. Nomination Form
	4. Written survey of the tract and map
	5. Landowner Inspection Consent Agreement
	6. Evaluation Criteria
	7. State Forest Stewardship Coordinating Committee recommendation
	8. Amicable agreement/non-condemnation letter sent to the landowner (sometimes application includes this notification.)
	9. Determination in writing, by State lead agency that mineral rights either will not interfere with FLP purposes or need to be acquired
	10. Deed of Conservation Agreement / Deed for Fee that includes the following
	a. A Forest Legacy Purposes clause
	b. The reversion of funds for Forest Legacy inconsistency clause
	c. Assure a conservation easement meets purposes of FLP
	d. Assurance that the rights acquired are perpetual
	e. Assure that a governmental entity holds interests acquired, and that any assignment of rights acquired is only to a governmental entity
	11. Additional warranty deeds, covenants, restrictions
	12. Tracking/documentation of negotiation steps
	13. Appraisal
	14. Qualified Review Appraisers report that the appraisal meets federal appraisal standards AND the qualifications of the review appraiser (federal payment may be no more than the appraised value)
	15. Assure title is free and unencumbered or that title insurance is secured for the full value of the encumbered property
	16. Notification of county or local government
	17. Forest Stewardship Plan or equivalent
	18. Baseline documentation
	19. Closing statement
	20. Copies of check
	21. Copies of grant reimbursement or expenditure
	22. Landowner correspondence
	23. Press Release or public notification that Forest Service provided money for acquisition
	24. Monitoring records and history (Periodic, not less than annually)