

A completed Land Conservation Project List (LCPL; Excel file) must be included for all conservation easements and conservation fee properties held by your organization, and must be submitted with all pre-applications.

[Overview and Tips](#)

[Download the LCPL Template and Instructions](#)

[Watch the LCPL Video Tutorial](#)

[Frequently-Asked-Questions](#)

Overview and Tips

The LCPL provides the information we need to:

- Select projects that accompany your application as part of project documentation
- Confirm that the land trust meets the requirements for easement monitoring, baseline documentation reports, fee property inspections, and/or fee property management plans (as described in the [Requirements Manual](#)).
- Determine whether your land trust meets the minimum stewardship and defense funding requirements for accreditation.



[accordion id="a1" heading="Click for Tip About Instructions"]

Instructions for completing the LCPL are located in the Excel file. One set of instructions accompany the conservation easement worksheets; a second set of instructions accompany the conservation fee properties worksheet.

[/accordion]



[accordion id="a2" heading="Click for Tip About Timing"]

The LCPL data provided must be no older than three months prior to the pre-application due date and must include all conservation fee properties and conservation easements held at the time the LCPL is completed.

[/accordion]



[accordion id="a3" heading="Click for Tip About Template"]

If your land trust maintains its own database, it may be more convenient for you to download the data from your database and use that as the foundation for your LCPL information. In that instance, you can bypass using the Commission's LCPL template; however, you must ensure that your data is presented in an Excel spreadsheet and contains the same columns as indicated on the Commission's LCPL template.

[/accordion]

Frequently Asked Questions

[accordion id="a4" heading="What if some of the data on my submitted LCPL does not demonstrate that we meet the requirements?"]

We examine the pre-application data closely as part of our review of first-time applicants in part to identify issues that would result in your pre-application not being accepted; particularly, we are confirming:

- That each conservation easement has a baseline documentation report.
- That each conservation easement has a record of at least three years of calendar-year monitoring.
- That each conservation fee property has a management plan or management summary.
- That each conservation fee property has a record of at least three years of calendar-year monitoring

If we cannot confirm all of the above statements as described in the [Requirements Manual](#), we will contact you and give you the opportunity to confirm that the data in your pre-application is accurate, or to provide updated, accurate information. If you do not meet the pre-application requirements, the pre-application may not be accepted.

[/accordion]

[accordion id="a5" heading="What if we have easements other than conservation easements?"]

You do not need to list agreements that are not created according to the state's conservation easement enabling law, such as trail agreements, restrictive covenants, etc.

[/accordion]

[accordion id="a6" heading="Do we have to list conservation easements where we hold only a third-party right of enforcement?"]

No, you do not.

[/accordion]

[accordion id="a7" heading="Do we have to list conservation easements where we are listed as a co-holder?"]

Yes. If your organization co-holds conservation easements with another entity, these must be listed. Please make a note in the "Notes" field indicating this is a co-held easement and any relevant details.

[/accordion]

[accordion id="a8" heading="How do we complete the LCPL if we do not hold any conservation fee properties or conservation easements at time of pre-application?"]

If your organization does not currently hold any conservation fee properties or conservation easements, but meets the eligibility requirements for accreditation because it has been in the chain of title on at least two projects, you need to complete a modified LCPL, available upon request from the Commission. *This requirement applies only to those organizations that hold no properties or easements at the time of pre-application but otherwise meet the eligibility requirements because of involvement in the chain of title on past projects.* Please note that the number of projects selected will correspond to the volume of transactions completed and the length of time the properties were held. Your organization will have to show compliance with all applicable accreditation indicators and program requirements.

[/accordion]

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