2023 Requirements Manual

The Land Trust Accreditation Commission verifies a land trust's compliance with *Land Trust Standards and Practices* (Standards) by evaluating a sample of the elements within the Standards, which are called the "indicator elements." The *Requirements Manual* (Manual) provides land trusts greater specificity about how indicator elements are verified through the "requirements" and enables commissioners to make decisions that are fair and consistent.

The requirements are reviewed annually and the Commission works closely with the Alliance and the land trust community on each edition. **The 2023 edition is out now and can be downloaded by clicking the button below.** The *Summary of Changes* document is a companion to the full Manual and provides more in-depth information on the changes.

Download (PDF) Requirements Manual

Download (PDF) Summary of Changes

Requirements Manual Information Session | Recording Available

Were you unable to attend our live information session on May 9, 2023? You can view the recording of the webinar by clicking here.

Background on Updating the 2023 *Requirements Manual*

- In October 2022, the Commission surveyed land trusts about proposed new requirements; comments that were submitted informed changes to the 2023 Manual. 2023 Redline Version & Information on Past Editions
- The 2023 *Requirements Manual* was released on March 22, 2023.

Listen to Lena Pollastro from Land Trust of Napa Valley speak to how the requirements helped her organization tighten up their practices and helped ensure their promise of protection in perpituity. *Having trouble viewing in your browser? Try the direct link.*

**Please note, the Commission put out "Requirements Guidance in the Time of COVID-19" in late March of 2020. More information can be found HERE.*

Frequently Asked Questions

[accordion id="a1" heading="How do I give feedback on the requirements?"]

The Commission welcomes feedback on the *Requirements Manual* at any time from the land trust community and other stakeholders. Comments for next year's edition are most useful by August to ensure that they are considered as part of the annual review process.

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[accordion id="a2" heading="How do the requirements relate to *Land Trust Standards and Practices*?"]

The accreditation program evaluates if a land trust is meeting *Land Trust Standards and Practices* by reviewing documentation related to a sampling of practices called "indicator elements." Requirements are related to each indicator element and represent the specific measures used to verify if a land trust applying for or renewing accreditation is meeting the indicator element. Here's an example of how they connect DOWNLOAD INFOGRAPHIC.

Members of the Land Trust Alliance have access to the Conservation Resource Center for background information on and resources for each of the indicator elements that can help land trusts of all sizes and scope be successful in the accreditation process. Background narratives for each indicator element also contain additional information about the accreditation requirements.

[/accordion]

[accordion id="a3" heading="How are the requirements created?"]

The Commission works with the Land Trust Alliance to follow best practices in establishing the specific requirements used to make fair and consistent decisions, based on these criteria, which guide the development of each requirement.

- Consistent with the language of the specific indicator element in *Land Trust Standards and Practices*
- Consistent with Alliance materials, published law, other published sources, and/or other professional advice (e.g., accountants, appraisers, etc.)
- Essential to land trusts and the land trust community
- Equitable, fair, and feasible for all land trusts
- Verifiable at a reasonable cost

[/accordion]

[accordion id="a4" heading="How often is the *Requirements Manual* revised and how will I know?"]

Requirements are reviewed annually to ensure they reflect current practice in the land trust community and remain practical for verifying compliance with accreditation requirements. The process starts with a committee looking at comments from the land trust community as well as issues identified in applications throughout the year. The Commission then decides if a new edition is needed and where public comments will be sought. If a new edition if approved, it is released in the spring.

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