

A completed Land Conservation Project List (LCPL) 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 from the Materials for Renewal Applicants Page](#)
  - [Watch the LCPL Video Tutorial](#)
  - [Watch the LCPL Tips and Techniques Video](#)
  - [Frequently-Asked-Questions](#)
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## Overview and Tips

The LCPL provides the information we need to:

- Select projects that accompany your renewal 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 on Instructions"]

Detailed instructions for completing the LCPL are located in the Excel template. 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 on 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 on Templates"]

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 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="a5" 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="a6" 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="a7" heading="How do we complete the LCPL if we do not hold any conservation properties or conservation easements at the 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. 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.

[/accordion]

[accordion id="a8" heading="We submitted a great LCPL with our pre-application. Do we have to update our LCPL again when we submit our application?"]

No, you do not have to update your LCPL if you are satisfied with the information presented on the LCPL provided in your pre-application.

[/accordion]