



# 2022 Jefferson County Conservation Futures Program Property Acquisition Project and/or Operations and Maintenance Project Application

Please complete the following application in its entirety. Be sure to answer "N/A" for questions that don't apply to the project. Incomplete applications will not be accepted for consideration.  
Unless directed otherwise, use as much space as needed to answer each question.  
Contact program staff at 379-4498 or [tpokorny@co.jefferson.wa.us](mailto:tpokorny@co.jefferson.wa.us) with questions.

## Background and Eligibility Information

1. Project Title \_\_\_\_\_

2. Conservation Futures Acquisition Request: \_\_\_\_\_

Conservation Futures O&M Request: \_\_\_\_\_

3. Total Conservation Futures Request: \_\_\_\_\_

4. Please indicate the type of interest contemplated in the acquisition process.

Warranty Deed                       Easement                       Other (Please describe below.)

In whose name will the property title be held after acquisition?

### 5. Applicant Information

Name of Applicant or Organization: \_\_\_\_\_

Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_

Email: \_\_\_\_\_

6. Sponsor Information: (if different than applicant) \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_

Email: \_\_\_\_\_

This application was approved by the sponsor's legally responsible body (e.g., board, council, etc.) on \_\_\_\_\_, 20\_\_\_\_.

### 7. Project Location

Street Address or Description of Location: \_\_\_\_\_

Driving Directions from Port Townsend:

Section:

Township:

Range:

Assessor's Parcel Number(s): \_\_\_\_\_

Please differentiate current and proposed ownership of each APN and indicate if the parcel is to be acquired with CF funds or used as match.

Please list the assessed values for each property or APN, as applicable.

8. Existing Conditions

New Site: Yes No \_\_\_\_\_ Number of Parcels: \_\_\_\_\_

Addition to Existing Site: Yes No \_\_\_\_\_ Acres to Be Acquired: \_\_\_\_\_

Total Project Acreage (if different): \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Existing Structures/Facilities: \_\_\_\_\_

Any current covenants, easements or restrictions on land use: \_\_\_\_\_

Current Use: \_\_\_\_\_

Waterfront (name of body of water): \_\_\_\_\_

Shoreline (linear feet): \_\_\_\_\_

Owner Tidelands/Shorelands: \_\_\_\_\_

9. Current Property Owner \_\_\_ is \_\_\_ is not a willing seller.

**Project Description**

10. In 1,000 words or less, provide a summary description of the project, the match, overarching goal, and three top objectives. Include information about the physical characteristics of the site that is proposed for acquisition with Conservation Futures Program funds including: vegetation, topography, surrounding land use, and relationship to parks, trails, and open space. Describe the use planned for the site, any development plans after acquisition (including passive development), characteristics of the site which demonstrate that it is well-suited to the proposed use, and plans for any structures currently on the site. If applicable, describe how the site project relates to a larger conservation program (please identify), and whether the project has a plan, schedule and funding dedicated to its completion. Please also list any important milestones for the project or critical dates, e.g. grant deadlines. List the dates and explain their importance. Please attach a spreadsheet of the budget.

11. Estimate costs below, including the estimated or appraised value of the propert(ies) or property right(s) to be acquired, even if Conservation Futures funds will only cover a portion of the total project cost. In the case of projects involving multiple acquisitions, please break out appraisals and estimated acquisition costs by parcel. Estimated or Appraised Value of Propert(ies) to be Acquired:

Total Estimated Acquisition-related Cost (*see Conservation Futures Manual for eligible costs*):

Total Operation and Maintenance Cost:

Total Project Cost:

Basis for Estimates (include information about how the property value(s) was determined, anticipated acquisition-related costs, general description of operation and maintenance work to be performed, task list with itemized budget, and anticipated schedule for completion of work):

**O & M only go to question #15:**

## Scored Questions

### 1. To what degree does the project leverage contributions for acquisition from groups, agencies or individuals?

1 a. Sponsor or other organizations \_\_\_ will \_\_\_ will not contribute to acquisition of proposed site and/or operation and maintenance activities.

1 b. If applicable, please describe below how contributions from groups or agencies will reduce the need to use Conservation Futures program funds.

1 c. Matching Fund Estimate	Acquisition	O&M	%
Conservation Futures Funds Requested	_____	_____	____%
Matching Funds/Resources*	_____	_____	____%
Total Project Acquisition Cost	_____	_____	100%

\* If a prior acquisition is being proposed as match, please describe and provide documentation of value, location, date of acquisition and other information that would directly link the match to the property being considered for acquisition.

1 d. Source of matching funds/resources	Amount of contribution	Contribution approved?		If not, when?	Contribution available now?		If not, when?
	\$ _____	Yes	No	_____	Yes	No	_____
_____	\$ _____	Yes	No	_____	Yes	No	_____
_____	\$ _____	Yes	No	_____	Yes	No	_____
_____	\$ _____	Yes	No	_____	Yes	No	_____

*NOTE: Matching funds are strongly recommended and a higher rating will be assigned to those projects that guarantee additional resources for acquisition. Donation of property or a property right will be considered as a matching resource. Donation of resources for on-going maintenance or stewardship (“in-kind” contributions) are not eligible as a match.*

### 2. To what degree does the project sponsor commit to provide long-term stewardship for the proposed project?

2 a. Sponsoring agency \_\_\_ is \_\_\_ is not prepared to provide long-term stewardship (easement monitoring, maintenance, up-keep, etc.) for the proposed project.

2 b. Describe any existing programs or future plans for stewardship of the property, including the nature and extent of the commitment of resources to carry out the stewardship plan.

**3. To what degree has the project sponsor demonstrated effective long-term stewardship of a similar project?**

3 a. Describe the sponsoring agency’s previous or on-going stewardship experience.

3 b. Has the project sponsor and/or applicant been involved in other projects previously approved for Conservation Futures funding?

\_\_\_ No, neither the sponsor nor applicant has been involved in a project previously approved for Conservation Futures funds.

\_\_\_ Yes, the sponsor and/or applicant for this project has been involved in a project previously approved for Conservation Futures funds. Please provide details:

**4. To what degree is the acquisition feasible?**

4 a. Property \_\_\_ can \_\_\_ cannot feasibly be acquired in a timely fashion with available resources.

4 b. Necessary commitments and agreements \_\_\_ are \_\_\_ are not in place.

4 c. All parties \_\_\_ are \_\_\_ are not in agreement on the cost of acquisition.

*If “not” to any of the above, please explain below.*

**5. To what degree is the project part of an adopted open space, conservation, or resource preservation program or plan, or identified in a community conservation effort?**

The proposed acquisition \_\_\_ is specifically identified in an adopted open space, conservation, or resource preservation program or plan, or community conservation effort. *Please describe below, including this project’s importance to the plan. Please also reference the website of the plan if available or include the plan with this application.*

\_\_\_ complements an adopted open space or conservation plan, but is not specifically identified. *Please describe below, and describe how the proposed acquisition is consistent with the plan.*

\_\_\_ is a stand-alone project.

**6. To what degree does the project conserve opportunities which are otherwise lost or threatened?**

6 a. The proposed acquisition site \_\_\_ does \_\_\_ does not provide a conservation or preservation opportunity which would otherwise be lost or threatened.

6 b. If applicable, please carefully describe the nature and immediacy of the opportunity or threat, and any unique qualities about the site.

**7. Are the conservation values of the project commensurate with or greater than the amount of CF funds requested?**

7 a. Summarize the project’s conservation values and how the CF funds requested support these values.

**8. To what degree does the project preserve habitat for flora and fauna other than habitat for anadromous fish species?**

8 a. \_\_\_\_ provides habitat for State of Washington Priority Habitat specific to the project and/or State or Federal (NOAA and USFWS) Candidate, Endangered, Threatened or Sensitive species (provide list and references).

8 b. \_\_\_\_ provides habitat for a variety of native flora or fauna species.

8 c. \_\_\_\_ contributes to an existing or future wildlife corridor or migration route.

*If affirmative in any of the above, please describe and list the Priority Habitat(s) and Threatened, Endangered, or Sensitive species below, and cite or provide documentation of species' use.<sup>1</sup>*

8 d. Does the current owner participate in conservation programs that enhance wildlife habitat? If so, please provide details.

**9. To what degree does the project protect habitat for anadromous fish species?**

9 a. Describe to what degree the project protects habitat for anadromous fish species (for example: marine shorelines, stream or river corridors including meander zones, and riparian buffers). Please provide documentation and maps that demonstrate the location, quality and extent of the existing buffer and adjoining habitat.

**10. To what degree does the project preserve farmland for agricultural use OR forestland for silvicultural use?**

10 a. Describe the extent and nature of current and planned agricultural or silviculture use of the proposed acquisition, including any anticipated changes to that use once the property, or property right, is acquired with Conservation Futures funds.

10 b. Describe the current owner's record of implementing management practices that preserves and/or enhances soil, water quality, watershed function and wildlife habitat on the farm.

10 c. Describe how the acquisition or proposed easement will likely preserve and/or enhance soil, water quality, watershed function and wildlife habitat.

10 d. Does this project preserve a mix of quality farmland and forestland?

**11. Climate change:**

11 a. To what degree does this project increase resiliency to and/or mitigate climate change?

**12. What area does the project serve?**

12 a. Describe how the proposed acquisition benefits primarily a \_\_local area \_\_broad county area including the area served, the nature of the benefit, the jurisdictions involved, and the populations served.

12 b. Is the project located in an area that is under-represented by CF funded Projects? *Areas that Conservation Futures has not been able to support to date include Marrowstone Island, Toandos Peninsula, Dosewallips Valley, Bolton Peninsula, and the West End.*

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<sup>1</sup> See, for example, [http://www.dnr.wa.gov/researchscience/topics/naturalheritage/pages/amp\\_nh.aspx](http://www.dnr.wa.gov/researchscience/topics/naturalheritage/pages/amp_nh.aspx)  
<http://www.wdfw.wa.gov/conservation/phs/list/>  
<http://www1.dnr.wa.gov/nhp/refdesk/plants.html>  
[http://www1.dnr.wa.gov/nhp/refdesk/pubs/wa\\_ecological\\_systems.pdf](http://www1.dnr.wa.gov/nhp/refdesk/pubs/wa_ecological_systems.pdf)

**13. To what degree will the acquisition provide educational opportunities, interpretive opportunities, and/or serve as a general community resource?**

13 a. Describe the educational or interpretive opportunities that exist for providing public access, educational or interpretive displays (signage, kiosks, etc.) on the proposed site, including any plans to provide those improvements and any plans for public accessibility.<sup>2</sup>

**14. To what degree does the project preserve historic or culturally significant resources<sup>3</sup>?**

14 a. The proposed acquisition \_\_\_ includes historic or culturally significant resources<sup>4</sup> and \_\_\_ is registered with the National Register of Historic Places, or an equivalent program.

\_\_\_ is recognized locally as having historic or cultural resources.

\_\_\_ is adjacent to and provides a buffer for a historic or cultural site.

\_\_\_ none of the above.

*If affirmative in any of the above, please describe below, and cite or provide documentation of the historical cultural resources.*

## O & M Stand Alone Projects

**15. Applications for Operation and Maintenance funding only to be scored on a scale of 1-100 based on information provided. Consider the CF Manual and the topics below, for example:**

15 a. Please describe in detail, the reason O & M funds are needed, proposed O & M activities, and how they protect resources cited in the original acquisition project. Attach additional information such as up-to-date stewardship plan, maps, field reports, work plan, budget, timeline, etc., to support the application, if appropriate. O & M projects must address a compelling, immediate need. Specifically include whether the project has an up-to-date stewardship plan. If there is such a plan, is it being implemented and is the proposed O & M work specifically included in the plan? Also, describe any unforeseen or urgent threats to the resource conservation values of the site and whether the proposed O & M activities will mitigate those threats and/or prevent potential future threats.

## Verification

**16. Sponsor commitments:**

16 a. Sponsors of projects that are approved for funding by the Board of County Commissioners are required to submit a brief progress report by October 30 every year for three years after the award is approved, or three years after the acquisition funds are disbursed to the applicant, whichever is later. The progress report must address any changes in the project focus or purpose, progress in obtaining matching funding, and stewardship and maintenance. Sponsors receiving O & M funds will also submit an annual report for each year that O&M funds are expended. The Committee will use the information to develop a project “report card” that will be submitted annually to the Board of County Commissioners.

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<sup>2</sup> The words “education” and “interpretation” are interpreted broadly by the CF Committee.

<sup>3</sup> Cultural resources means archeological and historic sites and artifacts, and traditional religious ceremonial and social uses and activities of affected Indian Tribes and mandatory protections of resources under chapters 27.44 and 27.53 RCW.

16 b. If this project is approved for funding, I understand the sponsor is required to submit progress reports for three years and for any year in which O & M funds are expended. \_\_\_\_\_Initials\_\_\_\_\_Date

16 c. If, three years after the date funding is approved by the Board of County Commissioners, the project sponsor has not obtained the required matching funds, the Committee may request the Board of County Commissioners to nullify their approval of funds, and may require the project to re-apply.

If this project is approved for funding, I understand that we may be required to re-submit the application if the project sponsor does not obtain the necessary matching funding within three years.  
\_\_\_\_\_Initials\_\_\_\_\_Date

16 d. The applicant has reviewed all project requirements and all information in the application is accurate to the best of their knowledge. \_\_\_\_\_Initials\_\_\_\_\_Date

16 e. The sponsor commits to providing long-term stewardship to achieve the conservation and protection goals of the project as proposed in this application or as may be modified with recommendation of the CF Committee and approval of the BoCC. \_\_\_\_\_Initials\_\_\_\_\_Date