

**Virginia Land Conservation Loan Program  
Department of Environmental Quality  
PROJECT APPLICATION**

**Applicant Name** \_\_\_\_\_

**Street or P.O Box** \_\_\_\_\_

**City, State & ZIP** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**FAX** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Applicant Type**    State government                          Public Service Authority or Commission      
(  *applicant type* )    Local government                          Registered Non-Profit Organization      
   Regional government   

**Project Type**    Fee simple acquisition                          Purchase of Development Right (PDR)      
(  *project type* )    Easement   

**Project Name** \_\_\_\_\_

**Land/Property Use**    Public Use Allowed                          Combination      
(  *land / property use* )    No Public Use Allowed   

**Project Location(s)** \_\_\_\_\_

**Project Description(s)**    ( *Provide Scope of Work and Accomplishments Anticipated* )

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

	YES	NO
<b>Landowner(s) Notified and Receptive to Negotiation</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Letter from Landowner(s) attached - (recommended)</b>	<input type="checkbox"/>	<input type="checkbox"/>

*Please include a transmittal letter with applications for VRLF Land Conservation Loans.*

## **Project Application (Continued)**

### **Project Narrative**

Describe the objectives and need for loan assistance. Give a description and current usage of the property. Include an assessment of property market value. Identify the expected results and benefits the proposal will have. Describe how the project is consistent with or complements local and regional plans. Describe any significant contributions the project will have in meeting the water quality purposes of this loan program. If possible, provide quantitative and qualitative projections on the benefits of the proposal. Give the names of organizations, cooperators, consultants, and others that will work on the project. Discuss the short-term and long-term management plans for the site. State the length of time that will be required to complete the project once the loan is approved. Identify any factors that might accelerate or delay the proposal.

### **Geographic Location**

Give a precise location of the project area. Include USGS 7.5 Minute Topographical maps and other information that will assist in the evaluation of the proposal.

### **Support Documents**

The application should include letters of support from individuals and organizations, resolutions from governmental bodies and others whose interest in the project proposal reflects wide community-based support for the application.

### **Appraisals**

Following preliminary approval, *one (1)* original copies of a bonafide and acceptable appraisal must support the value of acquisition projects. The appraisal must be in compliance with the Virginia Relocation and Real Assistance Property Act. Full appraisals are not required at the time of application submittal.

### **Environmental Survey**

The attached survey should be completed and included in the project application. If additional environmental information is available that is pertinent to the project proposal--it should be submitted with the application. Should additional studies be required; e.g., environmental impact statements (EIS), Phase I environmental surveys on approved acquisitions, historic surveys, nominations to National and State Historic Registries, endangered species studies and reports, they can be included in the total cost of the project and are eligible for matching grant assistance.

### **Tax Exempt Status**

Project Applications from nonprofit organizations shall provide documentation in the application that gives proof of tax exempt status under §501 (c) (3) of the United States Internal Revenue Code. Additionally, the applicant must meet the holder requirements as described in the Code of Virginia §10.1-1009.

<b>VRLF Land Conservation Loan Project Budget Proposal</b>	
<i>Budget Line Item Description</i>	<i>Dollar Amount</i>
Acquisition cost .....	\$
Legal cost .....	\$
Survey cost .....	\$
Appraisal cost .....	\$
Title Insurance cost ..	\$
Environmental Audit .....	\$
Other costs (explain)	\$
	\$
	\$
	\$
<b>TOTAL PROJECT COST</b>	<b>\$</b>
<b>Total Other Funding</b>	<b>\$</b>
<b>Amount of VRLF Funds Requested</b>	<b>\$</b>

**Assurances and Certifications**

The undersigned representative of the applicant certifies that the information contained herein and the attached statements and exhibits are true, correct and complete to the best of their knowledge and belief. The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_