

U.S. DEPARTMENT OF AGRICULTURE Natural Resources Conservation Service	Farm & Ranch Land Protection Program (FRPP) Entity Application	WV-300-25 Rev. 11/2010
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PLEASE--Submit Entity Information Only Once

Entity:	Contact Name:
Date:	Phone No:
Primary Entity Information (The Entity that will be Accepting the Federal Contribution)	
Information Required (Required Attachments in Bold Letters)	Data or Check if Information is Attached
1. Evidence of an established a farmland protection program (state or local government statute or ordinance or non-governmental organization mission statement attached).	Enclose Exhibit A – your farmland protection program document.
2. Evidence of a commitment to long-term conservation of agricultural or ranch lands through the use of voluntary conservation easements that protect farm lands from conversion to nonagricultural uses (list of easements acquired and held by the cooperating entity).	Enclose Exhibit B – A list of closed conservation easements in the county and entity monitoring each easement.
3. Evidence of title and appraisal policies or standards (attach policies or standards).	Enclose Exhibit C – a statement that your program obtains appraisals from a certified general appraiser using the UASFLA (Yellow Book) standard, and a statement that title searches are undertaken and title insurance obtained for all easements.
4. Evidence of staff capability dedicated to easement monitoring and stewardship (number of easements held and managed and current staff available).	Enclose Exhibit D – indicate (a) full-time staff; (b) part-time staff; (c) contract staff and/or land trusts monitoring the easement; and (d) volunteers that are assigned to monitor easements for your entity.
5. Evidence of the availability of funds equal to at least 50 percent of the estimated fair market value of the conservation easement (including landowner donation)(State or local government appropriation or statement from non-government organization that funds are available attached).	Enclose Exhibit E – the Financial Position form (WV-300-24) completed and signed.
6. Landowner Parcel information.	Enclose Exhibit F - Farm and Ranchland Protection Program- Landowner Form-Parcel Application
7. Property Location is necessary for hazardous materials review and other application documentation.	Enclose Exhibit G - Parcel Contact Information (Excel File)

Secondary Entity Information –Including NGO's (non-profit organizations such as land trusts) or governmental organizations

Entity:	Contact Name:
Date:	Phone No:
Information Required	Data or Check if Information is Attached
A. Evidence of an established farmland protection program (state or local government statute or ordinance or non-governmental organization mission statement attached).	(See data requirements for FPBs)
B. Evidence of a commitment to long-term conservation of agricultural lands through the use of voluntary conservation easements that protect farm lands from conversion to nonagricultural uses (list of easements acquired and held by the cooperating entity).	
C. Evidence of the authority and demonstrated capability to acquire conservation easements or their equivalent (state or local government statute or ordinance or non-governmental organization mission statement attached) (list of easements acquired by the cooperating entity).	
D. Evidence of title and appraisal policies or standards (attach policies or standards).	
E. Evidence of staff capability dedicated to easement monitoring and stewardship (number of easements held and managed and current staff available).	
F. Evidence of the availability of funds equal to at least 50 percent of the estimated fair market value of the conservation easement (including landowner donation)(State or local government appropriation or statement from non-government organization that funds are available or their role)	
G. Attach county location map of all protected parcels and indicate the location of this parcel. Indicate on the map any protected properties within a mile of the offered parcel.	