

**Warren County
Municipal & Charitable Conservancy Trust Fund**

2024 ACQUISITION PROJECT APPLICATION

A. APPLICANT INFORMATION

Applicant: _____
Full Address: _____
Project Title: _____
Chief Executive Officer: _____
Contact Person: _____ Phone Number: _____
Email Address: _____ Fax: _____
Partners, If Any: _____

***NOTE:** Nonprofit organizations must submit copies of: (1) Certificate of Incorporation, Articles of Association, or other formation instrument; (2) Bylaws or other operating instrument, including the names of current Directors, Trustees, or other managing members; and (3) Proof of current 501(c)(3) designation as attachments to this application.

B. PROPERTY CHARACTERISTICS

Municipality: _____
Location of Site: _____
Street Address: _____
Block(s)/Lot(s): _____
Acreage/Acreage To Be Acquired: _____

***NOTE:** Attach a Tax Map outlining boundaries of the site to be acquired.

***NOTE:** Attach a Street Map showing project location (GIS, Google, or Similar Map).

Purchase property via: Fee Simple
 Open Space Conservation Easement
 Farmland Preservation Easement

***NOTE:** Applicants must submit at least one independent market appraisal by **July 15, 2024**. Open Space Acquisition appraisals must comply with all Green Acres appraisal requirements, as set forth in N.J.A.C. 7:36-8.3 (Local Government Units) and 7:36-19.3 (Nonprofit Organizations).

C. CURRENT OWNER DESCRIPTION

Name: _____
Address: _____
Is the land owner(s) a willing seller(s)? Yes No
Appraisal of Property: \$ _____ Appraisal attached: Yes No Forthcoming
Tax Assessed Value of Property: \$ _____

D. PROJECT COSTS

Cost of Land/Improvements:	\$ _____	Balance Source: (check all that apply)	
Soft Costs (survey, appraisal, etc.):	\$ _____	<input type="checkbox"/> Green Acres Grant:	\$ _____
Total Costs:	\$ _____	<input type="checkbox"/> Green Acres Loan:	\$ _____
County MCCT Funds Requested:	\$ _____	<input type="checkbox"/> Municipal Open Space Fund:	\$ _____
Balance:	\$ _____	<input type="checkbox"/> Municipal Funds:	\$ _____
		<input type="checkbox"/> Other Grants or Donations:	\$ _____

E. MATCHING REQUIREMENTS

Does this application meet the matching requirements set forth below? Yes No

***NOTE:** Attach written proof that matching funds are either in hand or otherwise available.

Grant Type:	Trust Fund will pay:	Applicant must pay:
Historic Restoration	75%	25%
Historic Acquisition	50%	50%
Open Space Acquisition	50%	50%

F. PRIOR MCCTFC GRANTS

Please list any and all prior MCCTFC grants which have been awarded to you:

Date Awarded	Project Name	Amount Awarded	Amount Disbursed

***NOTE:** Continue list of prior grant awards on additional pages if necessary.

G. PROJECT NARRATIVE

On a separate page, please explain why this project is a high priority for your organization or town, and for the County. This is an opportunity for you to make a case for your project and to convey the importance of the site, which may not be adequately conveyed elsewhere in the application. Please limit this narrative to one (1) page, single-spaced, 1-inch margins, 12-point Times New Roman font, and not to exceed 500 words. Narratives exceeding one page will not be accepted.

Please confirm that the following has been described in the application narrative:

- What is the natural, historical, or agricultural significance of the property?
- How will the public benefit by preserving this property?
- How will this property be sustainably managed, maintained, and financed going forward?
- How is this property consistent with formal municipal, county, and/or state preservation plans?

H. Open Space Acquisition Projects Only (please limit responses to the space provided)

Funding Questions

- ✓ Does this project utilize Green Acres project Funding? Yes No
If no, why not? _____
- ✓ Does this project utilize other state, municipal, or nonprofit funding? Yes No
If no, why not? _____

Natural Resource Questions

Does this property contain: (please check all that apply)

- Natural habitat of fish, wildlife, plants, or other ecology
- Rare, threatened, or endangered species
If yes, please list: _____
- Habitat that is suitable for rare, threatened, or endangered species
- Biologically diverse species of plants and animals
- Unique physical characteristics
If yes, please explain: _____
- Sensitive water bodies such as streams, ponds, lakes, or wetlands

Recreational and Educational Resource Questions

Does this property: (please check all that apply)

- Improve public access to waters
- Include land suitable for active recreation
- Include land suitable for passive recreation
- Contain preexisting trails
- Contain other features favorable to recreation/education (e.g., campgrounds, boat launch, etc.)
- Connect with adjoining open space or trails
- Have the potential to connect with non-adjacent, but nearby open space or trails
- Have the potential to connect with the Morris Canal Greenway
- Have the potential to connect with the Warren Highlands Trail
- Have the potential to connect with existing County Parkland

Anticipated Site Usage Questions

Will this property: (please check all that apply)

- Be improved with parking which will be maintained thereafter
- Be improved with kiosks and trail maps, which will be maintained thereafter
- Be improved with trails, which will be maintained thereafter
- Be improved with interpretive and educational signs which will be maintained thereafter
- Undergo habitat restoration, invasive species removal, or other ecological stewardship
- Be maintained by paid staff
 - If yes, does your organization/township have staff currently available for maintenance, improvement, and restoration projects? If so, approximately how many: _____
- Be maintained by volunteers
 - If yes, does your organization/township have volunteers currently available for maintenance, improvement, and restoration projects? If so, approximately how many: _____
- Likely be used by municipal and county residents
 - If yes, how many municipal and county residents per year are estimated? _____
- Likely be used by visitors from outside the county
 - If yes, how many visitors from outside the county per year are estimated? _____

Development Questions

- | | Yes | No |
|--|--------------------------|--------------------------|
| • Is the property located in the Highlands Preservation Area? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property located in the Highlands Planning Area? | <input type="checkbox"/> | <input type="checkbox"/> |
| • What is the current zoning? _____ | | |
| • What is the current use? _____ | | |
| • Does the property currently have access to public water? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Does the property currently have access to public sewer? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property located along a state highway or county road? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Does the property contain any steep slopes? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property underlain by any carbonate rock? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property subject to any riparian or wetland transition areas? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property subject to any COAH obligations? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is the property subject to any known environmental contamination? | <input type="checkbox"/> | <input type="checkbox"/> |
| • Is this property under threat of development? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, is this threat: | | |
| <input type="checkbox"/> Immediate (<2 yrs), <input type="checkbox"/> Near-Term (2-5 yrs), <input type="checkbox"/> Long-Term (5+ yrs) | | |

- | | Yes | No |
|---|-----|----|
| <ul style="list-style-type: none"> ✓ Are there any existing plans for development or municipal approvals in place? <input type="checkbox"/> Yes <input type="checkbox"/> No <li style="padding-left: 20px;">If yes, what is the status of development applications on property: (check all that apply) <li style="padding-left: 40px;"> <ul style="list-style-type: none"> ✓ Conceptual plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A ✓ Preliminary Subdivision <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A ✓ Final Subdivision <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A ✓ Preliminary Site Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A ✓ Final Site Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | | |

***NOTE:** Attach plans for development and/or development approvals, if applicable

Public Support Questions:

- | | Yes | No |
|---|-----|----|
| <ul style="list-style-type: none"> ✓ Has the community demonstrated support for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <li style="padding-left: 20px;">If yes, please explain how: _____ <li style="padding-left: 20px;">If no, please explain why not: _____ ✓ Has the municipality demonstrated support for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <li style="padding-left: 20px;">If yes, please explain how: _____ <li style="padding-left: 20px;">If no, please explain why not: _____ | | |

I. Historic Acquisition Projects Only (please limit responses to the space provided)

Funding Questions

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> ✓ Does this project utilize Green Acres or State Historic Preservation Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No <li style="padding-left: 20px;">If no, why not? _____ ✓ Does this project utilize other municipal or nonprofit funding? <input type="checkbox"/> Yes <input type="checkbox"/> No <li style="padding-left: 20px;">If no, why not? _____ | | |
|--|--|--|

Historic Significance Questions

- | | Yes | No |
|---|-----|----|
| Has this property been: (please check all that apply) | | |
| <ul style="list-style-type: none"> ✓ Listed in the National Register of Historic Places? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ If no, do you have proof that the property is eligible to be listed in the National Register? <i>(Please attach proof of eligibility)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Is the property associated with events that have made a significant contribution to the broad patterns of our past? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Is the property associated with the lives of persons significant in our past? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Does the property embody the distinctive characteristics of a type, period, or method of construction? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Does the property possess high artistic values? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Has the property yielded, or may be likely to yield, information important historical information? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Listed in the New Jersey Register of Historic Places? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ If no, do you have a Certificate of Eligibility from the State Historic Preservation Office? <i>(Please attach proof of eligibility)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Is the property at least 50 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Is the property historically or architecturally significant on the national, state, or local level? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Does the property retain features from its period of significance which convey a strong sense of its historic qualities? <input type="checkbox"/> Yes <input type="checkbox"/> No ✓ Located within a municipal Historic District? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

Interpretive and Educational Resource Questions

- | | Yes | No |
|--|--------------------------|--------------------------|
| ✓ Will this property be improved with interpretive and educational signs which will be maintained thereafter? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, does your organization/township: | | |
| ✓ Have staff and/or volunteers currently available for such programs and activities? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Approximately how many: _____ | | |
| ✓ Have funding for such programs and activities? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ How often will this property be open to the public? | | |
| <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly/Seasonally <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually | | |
| ✓ When will this property be opened to the public? | | |
| <input type="checkbox"/> Immediately <input type="checkbox"/> Within 1-year <input type="checkbox"/> Within 2-years <input type="checkbox"/> Within 3-years <input type="checkbox"/> More than 3-years | | |
| ✓ Will you also apply for County Historic Restoration Funding? | <input type="checkbox"/> | <input type="checkbox"/> |

Anticipated Site Usage Questions

Will this site: (please check all that apply)

- | | Yes | No |
|--|--------------------------|--------------------------|
| A. Provide adequate visitor parking? | <input type="checkbox"/> | <input type="checkbox"/> |
| B. Be maintained by paid staff? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ If yes, does your organization/township have staff currently available for maintenance, improvement, and restoration projects? If so, how many: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Be maintained by volunteers? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ If yes, does your organization/township have volunteers currently available for maintenance, improvement, and restoration projects? If so, how many: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| D. Likely be used by municipal and county residents? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ If yes, how many municipal and county residents per year are estimated: _____ | | |
| E. Likely be used by visitors from outside the county? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ If yes, how many visitors from outside the county per year are estimated: _____ | | |

Physical Condition Questions

- | | Yes | No |
|---|--------------------------|--------------------------|
| ✓ Is the property located in the Highlands Preservation Area? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Is the property located in the Highlands Planning Area? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ What is the current zoning? _____ | | |
| ✓ What is the current use? _____ | | |
| ✓ Does the property currently have a functioning well or water service? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Does the property currently have a functioning sewer or septic service? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Does the property currently have functioning electric service? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Does the property currently have a functioning heating system? | <input type="checkbox"/> | <input type="checkbox"/> |
| ✓ Is the property subject to any known environmental contamination? | <input type="checkbox"/> | <input type="checkbox"/> |

Public Support Questions:

- | | | |
|---|--------------------------|--------------------------|
| ✓ Has the community demonstrated support for this project? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, please explain how: _____ | | |
| If no, please explain why not: _____ | | |
| ✓ Has the municipality demonstrated support for this project? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, please explain how: _____ | | |
| If no, please explain why not: _____ | | |

MCCTFC ACQUISITION ATTACHMENTS

A. Application Information

For Nonprofit Applicants Only:

- 1) Certificate of Incorporation, Articles of Association, or other formation instrument
- 2) Bylaws or other operating instrument, including the names of current Directors, Trustees, or other managing members
- 3) Proof of current 501(c)(3) designation as attachments to this application

B. Property Characteristics

- 1) Tax Map outlining boundaries of the site to be acquired
- 2) Street Map showing the project location (GIS, Google, or similar type map)
- 3) Proposed Conservation Easement, only if applicable

C. Current Owner Description

- 1) Current Deed evidencing ownership
- 2) List of underlying members or partners, if owned by an LLC, partnership, or other such legal entity

D. Project Costs

- 1) Appraisal(s)

*Note: Appraisals may be submitted separately on or before **July 15, 2024***

E. Matching Requirements

- 1) Proof that matching funds are either in hand or otherwise available (e.g., copy of bank statement, commitment letter from grantor/donor, etc.)

F. Prior MCCTFC Grants

- 1) Continued list of prior grant awards, if necessary

G. Project Narrative

- 1) One page, single-spaced, 1-inch margins, 12 point Times New Roman, 500 words or less

H. Open Space Acquisition Projects Only

- 1) Plans for development and/or development approvals, if applicable (i.e., conceptual, preliminary/final subdivision, preliminary/final site plan)
- 2) Proof of Community Support, optional (e.g., Letters of Support)
- 3) Proof of Municipal Support, optional (e.g., Letter of Support or Municipal Resolution of Support)

I. Historic Acquisition Projects Only

- 1) Proof that the property is listed on, or is eligible to be listed on, the National Register of Historic Places, if applicable
- 2) Proof that the property is listed on, or is eligible to be listed on, the New Jersey Register of Historic Places, if applicable
- 3) Proof of Community Support, optional (e.g., Letters of Support)
- 4) Proof of Municipal Support, optional (e.g., Letter of Support or Municipal Resolution of Support)

J. Photos

- 1) You may attach up to three (3) pages of photos of the property/structure, optional

K. ADDITIONAL REQUIREMENTS *(Not required to be submitted with this application)*

- 1) 8–Minute Oral Presentation (DVD or PowerPoint Presentation)
- 2) Site Visit by Committee with representative of applicant