Checklist for McAllister Fund Application, 2020

The Following Documents MUST be submitted with your full application.

1. A recent appraisal (within the last year) of the conservation easement value, or fee title value if this is a fee title acquisition. (or a Certified Statement of Value under certain circumstances, see Appraisal Policy)

2. Option or other purchase agreement signed by the landowner.

3. Letters of support from:
   - Local Government where the project is located,
   - State Senator, and
   - State Representative who represent the project area

4. Identified, and agreed upon, conservation easement holder.

5. Sources of matching funds identified (preference given if matching funds are secure)

In addition, please read, or submit, the following:

1. Read and Understand the McAllister Fund Defining Principles and Eligible Costs Policy

2. Complete application cover sheet

3. Updated pre-application form (Review the original pre-application to see if any information has changed or new information needs to be added.)

4. Project site map and GIS shapefile (attach a map of the parcel along with GIS shapefile)

5. Project budget (Show all sources of funds, amounts and all expenditures)

6. Current Survey or Parcel description (along with GIS shapefile)

7. Conservation Easement (If available - required before funds can be issued)

9. Letters and resolutions of support from other partners (Include city, town, county, special service districts, local legislators, others. Refer to McAllister Fund Defining Principles for further guidance.)

10. Project Narrative (10 pages or less. Refer to Application form and Eligibility Requirements for Grants and Loans and Evaluation Criteria, Part VII.)

11. Project Time Line

12. Phase I Environmental Assessment (If one has not been done, it will be required before funding)

13. IRS letter (If applicant is a 501(c)(3) organization)

Send an electronic copy of your application. You may fill out a copy of the attached application form in Microsoft Word format, fill it out and return it by e-mail, or on a CD, DVD or other electronic media.

Or, If you cannot submit an electronic copy, obtain a copy of the form, by downloading it, or by calling our office to have it sent to you by mail, fill it out, and send 20 printed copies. Also, send one copy of the application coversheet, with an original signature, by US Mail whether you submit an electronic copy or printed copies.

The Application deadline is Friday, July 10th, 2020 by 5:00 PM

Applications should be sent to:

Utah Governor's Office of Management and Budget
Attn: Evan Curtis
ecurtis@utah.gov
Suite 150, Utah State Capitol Building
Salt Lake City, Utah 84114

If you have questions or would like further information, contact us at (801) 538-1427, email ecurtis@utah.gov.