



WASHINGTON STATE DEPT OF  
**NATURAL  
RESOURCES**



## FOREST LEGACY PROGRAM REQUESTS FOR FY 2025 PROJECT PROPOSALS

### INSTRUCTIONS

To nominate a tract of forestland into the State of Washington's Forest Legacy Program (FLP), review these instructions, visit the DNR and US Forest Service websites, and complete this project proposal.

DNR: <https://www.dnr.wa.gov/leaving-legacy-forests> (or enter Forest Legacy in the search box)

U.S. Forest Service: [www.fs.fed.us/spf/coop/programs/loa/flp.shtml](http://www.fs.fed.us/spf/coop/programs/loa/flp.shtml)

**Project proposals are due by 5:00 PM, June 2, 2023.**

**Contacts:** Mark Reed, project manager, 360-902-1408 or [mark.reed@dnr.wa.gov](mailto:mark.reed@dnr.wa.gov)  
Robin Searl, program assistant, 360-280-1892 or [robin.searl@dnr.wa.gov](mailto:robin.searl@dnr.wa.gov)

We recommend consulting with the program staff before submitting an application to ensure that your proposal meets state and federal Forest Legacy requirements. In addition, successful applicants who receive funding will be required to sign the State's conservation easement document or accept Forest Legacy deed language for fee acquisitions. Templates are posted on the Forest Legacy website.

**Selection Process:** DNR will evaluate your proposal and prioritize the project for inclusion in the program based on the information you provide in the application. Part I is the nomination form and **Part II** is the **Project Brief**, which is the portion that will be scored based on the national criteria (see Scoring Guidance posted on the Forest Legacy web page). The Project Brief should reflect the goals of the Forest Legacy program found in the October 2004 State of Washington Assessment of Need publication available on the DNR website at [http://www.dnr.wa.gov/Publications/amp\\_fl\\_aon2004.pdf](http://www.dnr.wa.gov/Publications/amp_fl_aon2004.pdf). Reading the FAQ document, also posted on the web page is also recommended. A maximum of three proposals will be forwarded to the national selection committee in October 2023. If funded, grants will be awarded in 2024.

**Instructions to Complete the Form and Brief:** Please submit the application in a word processing format (not PDF), preferably MS Word. Read the specific instructions for each section of the application as character limits will apply when the information is entered into the federal database. If you choose, you may enter Part II of your application (the Project Brief) directly into the federal Forest Legacy Information System (FLIS). To obtain a logon ID and instructions for this system contact Mark Reed.

Maps and photos are required as part of the proposal, and should show the **Tract, Project Area** and **Adjacent Ownership**. Maps should provide information to support and emphasize conservation benefits, threats, strategic importance, and adjacent landscape conservation planning efforts.

**Tract:** Parcel or area being considered for inclusion in the Forest Legacy Program in FY 2025. Please describe the interest (Land Acquisition or Conservation Easement) to be purchased in your FY 2025 Forest Legacy Program funding request. In describing benefits of the proposal focus on the specific tract.

**Project Area:** Your request for federal funding may be part of a larger landscape project or conservation strategy that may require phases and/or multiple sources of funding to complete. If so, please describe the entire project area in the description field and show how the nominated tract fits within it.

## **FY25 Changes**

Core criteria and additional considerations remain the same, with only a few planned changes

- Alignment with Justice40 Initiative goals by adding emphasis on benefits for disadvantaged communities in the Importance and Strategic sections
- Incorporating Climate and Economic Justice Screening Tool (geoplatform.gov) data as an Additional Consideration to identify geographic alignment of proposed projects with disadvantaged communities (will offer separate learning event soon on this topic)
- Refinements to the readiness criteria – comparative market analysis is an eligibility requirement not part of the readiness score

Please send your application **electronically** to [robin.searl@dnr.wa.gov](mailto:robin.searl@dnr.wa.gov). Include maps and photos in .jpg format files – any other format will be rejected. If you use FLIS, indicate that your project brief is available in that system. If you have hard-copy items you wish to mail, please address to Robin Searl at Department of Natural Resources, Conservation, Recreation & Transactions Division, PO Box 47014, Olympia, WA, 98504-7014.



WASHINGTON STATE DEPT OF  
**NATURAL  
RESOURCES**



## PART I

### FY 2025 FOREST LEGACY PROGRAM PROJECT NOMINATION FORM

#### OWNERSHIP INFORMATION

**1. Proposal submitted by:**

**Representing:**

Contact person if different from above:

Address:

City:

State:

Zip:

Email:

Preferred Phone:

**2. Owner(s) of the proposed Tract:**

#### PROPERTY INFORMATION

*Note: The TRACT is the property for which you are seeking funding in this application. It may be part of a larger PROJECT that has several tracts, including those funded in the past, those for which you may seek future funding, and any properties that may contribute acres as cost share for the grant.*

*The Tract in this application does not have to be one contiguous parcel, but must be described as one package. For a successful application all the parcels in a Tract should meet the selection criteria together and individually.*

**1. Tract Name:**

**2. U. S. Congressional District(s) in which the tract lies:**

**3. Tract Acres:**

**4. Total Project Acres (for multiple tracts or phases):**

**5. County (ies):**

**6. Tax Lot #:**

(for large Tracts, attach a map or spreadsheet showing tax parcel #s)

**7. County Zoning:**

**8. Legal Description (Section, Township and Range):**

(for large Tracts attach map with S-T-R grid, or description from a title report)

9. What percent of the Tract acres are forested?
10. What is the intended future use of this Tract?
11. Describe the surrounding land uses:
12. Does the Tract have legal access?  
Describe main legal access (public roads or private easements):
13. Who owns the mineral rights on this Tract?
14. Are there any structures on the Tract?  
Describe any buildings or other improvements:
15. Are the owners willing to manage the Tract under a Forest Stewardship Plan?
16. Conveyance: Have the owners reviewed the State's conservation easement or required deed language? Do they accept the mandatory terms? (copies posted on Forest Legacy web page)
17. If the proposal is implemented, who is the intended fee owner of the Tract?



WASHINGTON STATE DEPT OF  
**NATURAL  
 RESOURCES**



**PART II**

**FY 2025 PROPOSED PROJECT BRIEF**

The **Proposed Project Brief** describes both the tract and the project. The final ranking of the nominated tract will be based on the information provided in this brief.

A copy of the federal “Project Scoring Guidance” is available on DNR’s website to help you fill out this brief.

Please use font size 10 and try to keep responses within the character limits shown below. This information will be placed into the Forest Legacy Information System (FLIS) and is subject to editing by DNR staff.

The headings shown below are based on the project attributes used to score applications at the national level.

**FUNDING SUMMARY** – Please show how you propose to fund your project, including future funding requests if applicable. The Forest Legacy Program (FLP) will fund a maximum of 75% of the total project and requires a minimum of 25% cost share (match) in property, cash or in-kind services. Cost share can be provided by the land owner, a non-profit organization or state or local government entities. **Note: FLP funding and cost share should equal the total tract cost, even if cost share is property not connected to the tract.** (For information on figuring the cost share amount see the FAQ document on the web page.)

<u>FY</u>	<u>Acres</u>	<u>Total Tract Cost \$</u>	<u>FLP Funding (75%)</u>	<u>Cost Share \$ (25%)</u>
2025				
2026				
2027				
Totals				

In the following sections, we give examples that may apply to your project. Please contact DNR if you have questions about acceptable description statements.

**DESCRIPTION** *Limit this description to 1250 characters including spaces.* This information should include the following elements: (1) general location; (2) position in the landscape; (3) whether the project is a fee or conservation easement purchase (4) brief description of the Tract and its contribution to the larger Project; and (5) summary of why this parcel should get funding. (Tip: Don’t just repeat the points in the Importance section. Tell the story of why this property is significant.)

## **IMPORTANCE**

*A maximum of 20 statements is allowed. Each statement can have a maximum of 300 characters including spaces (can break longer statements into two parts but that counts as two statements).*

This criterion reflects the ecological assets and the economic and social values conserved by the project, and the project's level of significance. National significance is typically viewed as activities that support Federal laws (such as Endangered Species Act, Safe Drinking Water Act, and Clean Water Act) or interstate/international resources (such as migratory species, or trails and waterways that cross state or international boundaries). Use numerical data where available. A successful application will cover most or all of the attributes, or will demonstrate several exceptionally high-quality attributes.

**Sustainable Forest Management** *(examples: landowner demonstrates sustainable forest management in accordance with a management plan, property is third-party certified)*

**Economic Benefits from Forestry Activities** *(examples: Tract contributes to local economy through job creation, commodity production, long-term forest management. Include facts such as number of jobs supported and revenue contribution to the community or region).*

**Forest Productivity** *(examples: soils and site information, other characteristics that demonstrate the Tract is suitable for long-term forestry.).*

**Economic Benefits from Non-Timber Products:** *(examples: activities such as hunting leases, ranching, brush and fern gathering; recreation or tourism that provide revenue to the local or regional economy. Include statistics on jobs and revenue if available.).*

**Threatened or Endangered Species Habitat:** *(describe benefits of the Tract to endangered or threatened plant and animal species. Include information on documented occurrences.)*

**Fish, Wildlife, Plants and Unique Forest Communities:** *(describe benefits of the Tract to unique and/or important species or habitats. Include reference to formal assessments, conservation plans or strategies developed by government or non-governmental organizations that support the significance of this Tract.)*

**Water Quality Protection** *(examples: protects water supply or watershed, aquifer recharge area, wetlands, riparian areas, marine areas, etc.).*

**Public Access** *(Describe how protection of this property will maintain or establish access for public recreation. Include any permissions or restrictions the landowner may place on the property.)*

**Scenic** *(Indicate if Tract is located in or near a government-designated scenic feature such as a highway, river or scenic area.)*

**Historic/Cultural/Tribal** *(Describe significant historic, cultural, or tribal features. Include source of documentation and government designation.)*

## **THREATENED**

*A maximum of 10 statements is allowed. Each statement can have a maximum of 300 characters including spaces.*

This criterion estimates the likelihood for conversion of the tract to a non-forestry use. During the evaluation of threat, a good land steward interested in conserving land should not be penalized.

**Lack of Protection** *(describe conversion potential due to lack of temporary or permanent protections, Examples: zoning allows 5 acre lots, no moratorium on development, no covenants or other encumbrances that limit development).*

**Land and Landowners Circumstances** *(examples: property held in an estate, aging landowner, future ownership or management by heirs is uncertain, property is up for sale or has a sale pending, landowner has received purchase offers, land has an approved subdivision plan, landowner has sold subdivisions of the property).*

**Adjacent Land Use** *(examples: adjacent land use characteristics such as existing land status, rate of development growth and conversion, % rate of population growth, % rate of change in local land ownership, market demand for the property type. etc.).*

**Ability to Develop** *(Describe physical attributes of the property that facilitate conversion such as access, buildable ground, availability of utilities, etc.)*

## **STRATEGIC**

*A maximum of 10 statements is allowed. Each statement can have a maximum of 400 characters including spaces.*

This criterion reflects the project's relevance or relationship to conservation efforts on a broader perspective.

### **Describe how your project will:**

**Support Existing Conservation Initiatives, Strategies or Plans.** *(Includes efforts by government and non-government entities such as species recovery plans, habitat conservation plans, or regional initiatives or strategies).*

**Complement Protected Lands** *(Describe how project is strategically linked to enhance lands already protected through government ownership, private conservation efforts or other land protection programs).*

### **Strategic Examples** *(How the project fits into larger conservation strategies)*

Larger conservation plan, strategy, or initiative by a government or non-government entity:

- **Good Example:** *"This forest has been identified internationally (included identifying countries and states) as important for long-term preservation due to the unique forest type and resiliency to frequent storms";*
- **Poor Example:** *"This project is less than one mile from \_\_\_ State Forest".*
  - Although this statement presents the projects proximity to other protected lands, it does not provide much insight into how this could be beneficial to the general public or as part of a landscape conservation plan;
- **Good Example:** *"The project assists in meeting goals of reducing nitrogen, phosphorous, and sediment that are outlined in the \_\_\_\_\_ Strategy and Implementation Plan.";*

- **Good Example:** “The \_\_\_\_\_ Project Area is within and adjacent to TNC priority eco-portfolio sites, and priority conservation areas as developed by the Save-the-Redwoods League and BLM.

## **READINESS**

Items listed in this may provide extra points for your proposal in the national evaluation process.

Project Readiness is defined as the degree of due diligence applied and the certainty of a successful Forest Legacy Program project. To demonstrate project readiness, completed items need to be documented (including completion date). These will be entered in the Forest Legacy Information System (FLIS) and credit will only be given to those items documented.

1. Has information been documented to support the cost estimate, such as completed market analysis or preliminary appraisal? (A Market Analysis is required to support requested funding level.)

Date completed:

2. Have landowner and easement holder agreed to the easement or fee acquisition conditions? (The State can provide a template for a conservation easement).

Date completed:

3. Has a cost share commitment been obtained from a specified source?

Date completed:

4. Has an option or purchase and sale agreement been signed?

Date completed:

5. Has a title search been completed?

Date completed:

6. Have ownership of mineral rights and mineral potential been determined?

Date completed:

7. Has a stewardship plan or multi-resource management plan been completed? (Many large industrial land owners or counties will have management plans that will satisfy this requirement.)

Date completed:

## **SUPPORTING PARTIES**

80 character limit per item

**This Legacy Project would be Supported by** (list organizations, partners, stakeholders, local and national leaders, and other interested parties who have given letters of support or would be willing to do so.)

## **PHOTOS**



(MAX 4, JPGS only)

- Any photos that demonstrate the importance of the project and enhance your application

## **MAP**

(MAX 1, JPGS only)

- Show the project area, project phases, and vicinity. Add features that help demonstrate project significance and illustrate points made in the description (such as creek names, trails or other described features), but be careful to keep the map clear and uncluttered.

Note: if your project is selected, a GIS shape file of the Tract will be required for submitting the application to the national committee.

## **General Recommendations**

- Check spelling and grammar; write concisely.
- Maps are critical and can visually demonstrate the points raised.
- Many projects that score in the middle range present good facts but fail to elaborate on the implications of development and the benefits that the project area offers. By explaining key statements, the reader is able to see the larger picture of the project and doesn't have to guess what the writer is trying to convey.
- The top projects have benefits and supporters that cross over many different categories and are very diverse.
- Convincing points should be as extensive as possible, but should not repeat facts or previous statements. We are looking for *quality not quantity*.

### Recommendations for Maps from National Project Selection Panel

- First impressions matter. Many reviewers have indicated that the map was the first item they reviewed on a project brief. If the map is difficult to read, reviewers can become confused about why the project is important, threatened or strategic.
- The project brief content and the map need to tell the same story. If the proximity of features are highlighted in the brief they should also appear on the map.
- The information portrayed in the map should be clear, concise and easy to read. Some suggestions: Reserve bright colors for the project area and other Forest Legacy areas (e.g., highlight proposed projects in red). Other protected lands are easy to spot as saturated earth tones (e.g., different shades of green to differentiate federal, state and privately conserved land). The map is easier to analyze if the base map is light gray or neutral so it doesn't distract from the map message. Don't clutter the map with unnecessary labels. Scale the map to show how the project tract fits into the area's conservation landscape. If the area is too large, use an inset map for location.