

**Alberta Land Trust Grant Program
2019/2020 Application Summary**

Land Trust Use Only:

Project Details

Organization: **Land Trust**

Project Name: **Ranch**

Total Acres in Conservation Easement (CE) or of Fee Simple (FS) Lands (Specify CE or FS):

Leveraged Funds: **\$388,500**

Total Grant Request: **\$200,200**

Total Project Cost: **\$588,700**

Cost of Conservation Easement (if applicable):

FMV of land: **\$1,100,000 (estimated CE value is \$560,000)**

Grant request for Stewardship endowment (as percentage of the fair market value): **15% of CE value (approximately \$84,000)**

Leveraging Ratio: **2:1**

Is this project a resubmission: **No.**

Project Description:

Ranch is a 320 acre property located approximately 7 km northeast of National Park. This area is ecologically significant helping to buffer, connect and support ecological function of nearby conservation easements. There are small creeks running throughout the property, providing excellent habitat for fish and wildlife, including many species at risk such as bull trout, golden eagle, grizzly bear and Columbia spotted frog.

Review Committee Use Only:

Concerns:

-

Further Information Required:

-

Alignment with AEP Conservation Initiatives

-

Recommendation:

Land Trust Grant Program Application Form

Applications must be received by 11:59 pm **September 15, 2019**

Applications must be sent to
Land Policy Branch
2nd Floor, 9915-108 street
Edmonton, AB T5K 2G8
Attn: Alberta Land Trust Grant Program

E-mail: Landtrust.grantprogram@gov.ab.ca

The Land Trust Grant Program is funded through The Alberta Land Stewardship Fund, established through the [Public Lands Act](#), section 11.2(1).

Grants issued under the Alberta Land Trust Grant Program are to be used for approved projects that align with Environment and Parks' biodiversity conservation targets and objectives as identified through the Ministry's suitability criteria. In general, program objectives will be guided by landscape conservation goals that maintain:

- large areas of native landscapes,
- conserve connecting corridors for biodiversity and
- sustain disconnected pockets of native habitats within fragmented landscapes.

ELIGIBILITY

- Any registered Alberta land trust is eligible to apply.
- Applications will be accepted where funding is for:
 - the purchase of a conservation easement
 - administration and stewardship costs associated with the management of a new conservation project (i.e. new conservation easements, donated title, etc.)

Please note: "administration" is defined as the responsibility for management or monitoring of the lands to ensure the protection of its biodiversity and ecological value.

- Conservation easements secured or lands donated **prior** to September 15, 2018 are not eligible.
- Applications to fund the purchase of land will not be considered through this program.
- Applications will be evaluated on their alignment with the Ministry's conservation goals.

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- Successful grant applications shall be awarded a base grant leveraging exemption of \$30,000. Every dollar above this base amount shall be leveraged at least 2:1. For example, if a land trust applies for a grant of \$250,000, the land trust must leverage at least \$440,000 (i.e. $\$250,000 - \$30,000 = \$220,000 \times 2 = \$440,000$). If a land trust applies for a grant less than \$30,000 the leveraging ratio is 2:1 and there is no exemption awarded.

Please note:

- 1) Applications are considered final upon submission and may not be amended unless additional information is requested by the department or an amendment is warranted due to extenuating circumstances (this determination is solely at the department's discretion).
- 2) Application forms must only be for a single project. Application forms with more than one project in a document will not be accepted. However, multiple application forms may be submitted in the same email, subject to email size restrictions.

SAMPLE

APPLICATION COVER

A. Organization Information						
Name of Organization:				Land Trust		
Mailing Address: 123 Street						
City, Calgary		Province, Alberta		Postal Code T1H 9L8		
Phone Number (000)-000-0000		Email johndoe@landtrust.ca		Fax Number N/A		
Contact Person						
First Name John			Last Name Doe			
Position Executive Director		Phone Number (000)000-0000		Fax Number N/A		Email johndoe@landtrust.ca
Incorporation Information						
<input checked="" type="checkbox"/> <u>Societies Act</u> (Alberta)						
Incorporation Number:123456789						
Leveraging						
Total Grant Request \$200,000						
Total Leveraged Funds \$400,000						
B. Property/Project Background						
Name of Property/Project: Ranch						
Proposed Lands: Provide the following information for lands identified for the Land Trust Grant Program (Insert additional rows or attach as separate page as required)						
Quarter or portion	Sec	Twp	Rge	Mer	Acres	Funding request for:
NW	0	0	0	0	160	Easement Purchase <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/>
SW	0	0	0	0	160	Easement Purchase <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/>
						Easement Purchase <input type="checkbox"/> Administration <input type="checkbox"/>
						Easement Purchase <input type="checkbox"/> Administration <input type="checkbox"/>
						Easement Purchase <input type="checkbox"/> Administration <input type="checkbox"/>
						Easement Purchase <input type="checkbox"/> Administration <input type="checkbox"/>
						Easement Purchase <input type="checkbox"/> Administration <input type="checkbox"/>
Total Number of Acres					320	
Land Use Framework Region: Please refer the following link to see the regions: https://landuse.alberta.ca/SiteCollectionDocuments/AB%20LUF%20Regions%20Map%202012-10.pdf						

Lower Athabasca:
Lower Peace:
North Saskatchewan:
Red Deer:
South Saskatchewan:
Upper Athabasca:
Upper Peace:

County or Municipal District: **MD of xx**

Land Use Zone (name and describe as per the current Municipal Land Use Bylaw. Please contact local municipal planning department for assistance):

MD xxx Use Bylaw 1140-08: Property is zoned Agriculture (A) “the intent of the Agriculture (A) district is to ensure that agricultural land will facilitate agricultural pursuits while allowing some flexibility to accommodate limited non-agricultural uses in accordance with the Municipal Development Plan.” The only prohibited uses are group country residential and landfill.

Please briefly describe the purpose of this Conservation Project and how it fits into your organization’s overall conservation efforts (consider including the ecological significance, how the project started, etc.):

Grizzly Ranch is located approximately 7 km northeast of National Park, and nearby the Provincial Park. The project will help conserve the ecological integrity of the property and will add to the connectivity of CEs in the area.

The CE will help conserve and protect the native grasslands, mixed forests and the several small creeks and ponds throughout the property, providing excellent habitat for wildlife. The CE will also help minimize habitat fragmentation within the area, and provide a more connected landscape.

The project began with the landowner approaching Land Trust with the interest of a conservation easement in order to protect the biodiversity in the area. Adjacent landowners have also shown interest in potential CEs for their properties; Land Trust has begun discussion with the landowners.

Please briefly describe what you know about the historic and current land use of the conservation property:

Historically the land has been used for livestock ranching and grazing. Landowner’s main use for the site is recreation, but would like to continue grazing livestock.

Please briefly describe planned future land uses and activities. If this property will be conserved using a CE please include retained rights and/or property management principles (e.g. allowable development, etc.):

The Ranch property will continue to be used for cattle grazing. The CE will prohibit subdivision and building infrastructure on the site, while allowing the continuation of livestock grazing. Extraction of gravel or other surface materials, cultivation of native

rangelands, and the drainage or alteration of wetlands will also be prohibited. Weed management will be allowed and practiced by the landowner.

A baseline survey will be completed to ensure range and riparian health is maintained.

Please describe any current acquisition and / or stewardship partnerships that you are aware of. If applicable include roles and responsibilities of the partners:

There are no current acquisitions or stewardship partnerships that Land Trust is aware of. Adjacent landowners have displayed interest in a CE agreement, and Land Trust has begun discussion with the landowners. No progress has been made yet with the other landowners, but Land Trust is hopeful in the land becoming future conservation properties.

What is the expected completion month and year for this project?

Land Trust expects the CE registration to be completed for August 2020, and completion of the project in 2022.

Have you applied on this site before? If yes, why are you reapplying on this site and what is different from the previous application?

Land Trust has not applied on the Ranch project site before.

C. Attach a description of the organization and its purpose.

Land trust mission is to conserve and protect Alberta's native landscape and biodiversity by actively working with private landowners to place conservation easements on ecologically significant lands. We work on conserving native habitat and biodiversity for plants and wildlife, including habitat for species at risk, and connecting the smaller but ecologically valuable lands using conservation easements. We are a relatively new land trust, but have completed four conservation easements protecting over 800 acres in the South Saskatchewan and Red Deer regions. Long-term management and communication with the landowners are fundamental to ensure properties conserved today are maintained for the future.

D. Attach a list of all officers and Directors (including contact information)

Name	Position	Phone	Email
John Doe	Chair/Executive Director	000-000-0000	johndoe@landtrust.ca
.....	President	000-000-0000	president@landtrust.ca

PROJECT DETAILS

1) Description of Biophysical Features

- a) Vegetation (please take representative photos, 1 photo / veg community / 320 acres. Photo instructions provided in Visual Support Section)

Broad Community Type	Acres (Estimate)	Percentage of total property (Estimate)
Total Native Vegetation *Note	318	99.4
Mixed wood forest		
Coniferous forest		
Deciduous forest	81	25.3
Shrublands	40	12.5
Native grassland	151	47.5
Tame pasture	7	2.2
Cultivated crop land		
Hay land		
Riparian vegetation	3.5	1.1
Wetlands/lakes	0.5	0.2
Rivers/streams/creeks	35	10.9
*Note: 2 acres were removed from total for the shed and small, undeveloped road.		

- b) Are any of the water features (e.g., lakes, rivers, etc.) believed to be fish bearing? This can be determined by interviewing the landowner or through incidental observations by the land trust.

Yes Bull trout have been observed by the landowner.
 No
 Unknown
 N/A

- c) Using Alberta's Species at Risk (SAR) reporting system, have there been any SAR recorded on the site? If yes, what species were recorded? Who recorded this information? Please refer the following link to see the Ministry's SAR reporting system:
<https://www.alberta.ca/species-at-risk.aspx>

Golden eagle, grizzly bear, bull trout and Columbia spotted frog are the species at risk present on the property based on AEP's SAR reporting system.

- d) Please describe significant wildlife observations and/or associated features (e.g., significant numbers, rare species, nests, staging grounds, leks, breeding grounds, winter range etc.) that you are aware of. Please cite the source of the information and include photos if available.

The Southern Headwaters at Risk Project identified the area as suitable habitat for grizzly bear, and the small creeks downstream of the Reservoir are considered suitable for

harlequin ducks. Landowner has observed nests of various bird species throughout the property.

Bull trout have been observed by the landowner in the small creeks running through the site. Yarrow Creek is a nearby water feature which has the presence of bull trout, displaying the importance of protecting the area and bull trout habitat.

2) Site conditions

a) Please check off anthropogenic features on the site and provide a representative photo of each. (Photo instructions provided in Visual Support Section):

Feature	Present? (yes/no)	Comments (e.g., GPS coordinates, description, photo number)
Dugouts	No	
Roads	Yes	Small undeveloped road for access to shed
Buildings	Yes	Small shed located on SE portion of property
Corrals	No	
Dams	No	
Spring Development	No	
Transmission Lines	No	
Wind Turbines	No	
Oil/gas wells/compressors	No	
Pipelines	No	
Sand / gravel extraction	No	
Recreation sites	No	
Trails	Yes	Small footpaths throughout property
Other:		

b) Please identify any plans or retained rights to add any other anthropogenic disturbances:

No other anthropogenic features will be built on the site, but the landowner’s shed and small undeveloped road will remain intact for access to property.

c) Have any historic resources been identified on this property by your land trust or Alberta Culture and Tourism? These may include historic buildings, fossil specimens, teepee rings or stone features like arrowheads. Alberta Culture and Tourism maintains a listing of lands known to contain historic resources or of high potential to contain such resources. The *Listing of Historic Resources* is available at <http://culture.alberta.ca/heritage-and-museums/programs-and-services/land-use-planning/>. Please indicate if the property contains any historic resources and/or is included on the *Listing*.

Land Trust is unaware of any historical features on the property, and is not included on the *Listing of Historic Resources*.

- d) Please check off any known or anticipated threats to the ecological integrity of the property:

Anticipated Threat	Present? (yes/no)	Comments
Weed species *	Yes	Small patches of Tall Buttercup at the northeast end of NW section
Approved or applied for subdivision	No	
Historical / current recreation activities	Yes	Small footpaths on property, only used by landowner
Fuel load	No	
Woody encroachment	No	
Industrial development	No	
Invasive agronomic species	Yes	Smooth brome and timothy have been found in some native pastures

* Only include weeds that are listed in the Alberta Weed Control Act or identified by the local municipality. For more information, please refer the following link to see the Alberta Weed Control Act and Regulations:

http://www.qp.alberta.ca/570.cfm?frm_isbn=9780779801220&search_by=link

- e) Please describe how these threats will be addressed.

Landowner actively works to manage weeds by pulling and spot spraying invasive species. Land Trust will continue to work with the landowner to encourage weed management. Invasive agronomic species will be difficult for the landowner to manage, but input regarding grazing practices will be provided by Land Trust to help take action against this threat.

3) Local Context

- a) Please identify and describe any local plans that this property is associated with or supports. These may include a land trust focal area, a municipal conservation or growth plan, an area structure plan, etc.

No plans that Land Trust is aware of. Interest in a CE agreement from adjacent lands is under discussion

- b) Please identify, by name and size, any conservation properties held by your or another land trust, located near the candidate site. The Alberta Conservation Land Registry and the Conservation Easement Registry managed by the Land Stewardship Centre of Canada can be helpful in answering this question. Please refer to following link:
<http://www.landstewardship.org/our-work/>

Land trust is aware of a few CE's in the area, but of unknown size and owner. Range Land Trust owns two conservation properties approximately 5 km northwest of Ranch.

4) Visual Support

- a) Please attach, as an appendix, an aerial, satellite or ortho image with the conservation property outline displayed. Ensure the imagery date is obviously marked on or below the image.
- b) Please attach, as an appendix, extra pages to display vegetation community types and anthropogenic features. Photos should include a GPS location or legal land description, direction of view, and aspect of slope.
- c) Please provide a spatial file with the boundary of the conservation property. Spatial files may be submitted as a feature class within a geodatabase, shapefile, or kmz.
 - i) If you do not have the capacity to provide a spatial file please contact the department before the application deadline and support may be provided for the creation of one.
- d) Please provide spatial files and a written description of how this conservation property fits within your organization's overall conservation strategies and goals.

PROJECT ALIGNMENT

Please explain how this project aligns with the Alberta Land Trust Grant Program objectives (page 1) and the land suitability criteria.

The project area is under the threat of subdivision and rural residential development due to its close proximity to National Park, and the aesthetic appeal. Northeast of the property has seen significant development, placing pressure on wildlife habitat.

The project helps preserve large areas of native landscapes and protects the wildlife habitat that is under pressure of development. The property is a buffer that is adjacent to core habitat, protecting the area for further encroachment. By reducing human development and impact on wildlife habitat, this potentially offers Species at Risk and other wildlife access to their core habitat and further conflicts.

Ranch provides excellent wildlife habitat with the small creeks that run throughout the property. With the other CE's in the area, as well as the interest in CEs by adjacent landowners, the property serves to protect connecting corridors for biodiversity.

GENERAL INFORMATION

Is there any additional information not addressed above that you think the Department should be aware when assessing this application to the Land Trust Grant Program?

This would be Land Trust's first CE in the area, and looks forward to creating the connectivity of CEs throughout the area with the interested landowners. This area is important to conserve and protect due to its ecological significance, therefore Land Trust looks towards completing more conservation work in this area.

BUDGET SUBMISSION

A detailed budget submission outlining expected project costs and leveraged funding must be included with the application. Applications without a budget submission will be considered incomplete and not considered further for funding.

Leveraging

After the \$30,000 base grant leveraging exemption, a minimum of 2:1 leveraging ratio must be provided. Grant amounts less than \$30,000 will not be eligible to receive the exemption and must be leveraged at a minimum of 2:1. Leveraged funds may include:

- Cash
 - This is money on hand, bank balances, and securities that are dedicated to the project as well as pre-paid project costs directly related to the project. Project expenses incurred prior to September 15, 2018 are not eligible.
- In-kind
 - This includes donated goods or services that are dedicated to the project. In-kind donations that occurred prior to September 15, 2018 are not eligible.
 - Classes of volunteer activities may include administration, biological studies, monitoring and stewardship activities (e.g. weed control, fence repair, site clean-up, etc.) directly related to the project.
 - Volunteer time will be based on the following market values at an hourly rate that is considered reasonable and customary.
 - Unskilled Labour (the task could be completed by most people with little or no training) \$15/hr
 - Skilled Labour (the task requires formal training or professional designation) \$50/hr
 - Equipment (including operator) \$70/hr
 - In-kind services with an invoice or supporting documentation may be leveraged at the invoiced rate (e.g. legal services, bookkeeping services, professional biologist services, etc.). Determination of reasonable in-kind leveraging rates is solely at the discretion of the department.
- Monetary value of the
 - donated conservation easement
 - purchased conservation easement
 - donated title
- Other confirmed grants
 - When leveraging other confirmed grants please state the source of grant funds (i.e. granting organization and conditions attached to the grant).

Budget Restrictions

- Funding through other grant programs must be committed funding.
- Proof of leveraging including invoices, commitment letters (for other grants), receipts and bank statements may be required for verification by the department.
- The in-kind category cannot make up more than 50% of the total leveraged funds.
- Pre-paid costs incurred prior to September 15, 2018 are not eligible.

-
- Grant funds for stewardship endowment on lands obtaining a conservation easement may not be more than 15% of the conservation easement value or 15% of the donated land value. However, stewardship endowment may have other non-Land Trust Grant Program sources of funds in excess of 15%.
 - Grant funds dedicated to purchasing conservation easements may not exceed 40% of the fair market value of the land.
 - For fee simple projects grant funds used for Stewardship Endowment category shall be a maximum of 30% of the appraised fair market value or \$400,000 per project, whichever is the lesser value.

Budget Submission Formatting

- Budgets must be submitted on the budget template as an excel file. Microsoft Word or PDF versions will not be accepted.
- Standard categories have been included on the template. If you are uncertain of the appropriate category for an item please contact the department.
- Please add detailed comments in the budget submission for each expense category (e.g. source of other grants, expected use in category, etc.)

APPLICATION CHECKLIST

Have you included the following supporting documentation with this application? Incomplete applications will be rejected prior to field review without notice.

- Application Cover (including description of organization's purpose and list of officers and directors).

Project Details including:

- Description of Biophysical Features
 - Site Conditions including anthropogenic features (with representative photo) and identification of anticipated threats.
 - Description of Local Context
 - Visual supporting photos including aerial, satellite or ortho image, spatial boundary file, vegetation representative photos, and wildlife observation/feature photos (if feature photos available).
- Explanation of how this project aligns with the Land Trust Grant Program objectives and how it fits into your organization's overall conservation plan.
- Budget submission in excel format (including details of leveraged funds).
- Application Summary Sheet

Signature: _____

Date: _____

Title: _____

Freedom of Information

The personal information that you provide to Alberta Environment and Parks (AEP) on this form and any attachments is collected under the authority of Section 33 (c) of [The Freedom of Information and Protection of Privacy \(FOIP\) Act](#) and is managed in accordance with Part 2 of the FOIP Act. If your application is accepted for processing under the Alberta Land Trust Grant Program and a grant is issued, your name as the grant recipient, program name and grant amount will be published on the Government of Alberta Grant Disclosure Portal. Your personal information will only be used to determine your eligibility for a grant and to contact you if awarded, and will not be used or disclosed for any other purpose by AEP without your consent or unless required to do so by law. If you have any concerns about the collection, use or disclosure of your personal information pertaining to the administration of the Alberta Land Trust Grant Program, please contact the Rangeland Policy Section at (780) 427-3595.

**Alberta Land Trust Grant Program
Budget Submission**

Budget Categories	
Securement	Includes the value of the conservation easement (both purchased and donated) and/or the value of the title. Note, LTGP funds cannot be used to purchase title.
Staffing	Salaries and benefits, travel expenses, office space and supplies directly related to the project.
Administration	Examples includes legal fees (such as drafting of conservation easement agreements), land appraisals, accounting and book keeping.
Land Management	Activities required to inventory the natural features and qualities of the land and develop management strategies (e.g. baseline surveys and implementation of conservation plans). Ongoing management such as weed control or fencing is not eligible for grant funding in this category as funding for stewardship endowment is available. Reasonable costs may be eligible for leveraging on a case specific basis.
Extension	Activities undertaken to increase awareness of the conservation property and the importance of conserving land. The sole purpose of extension activities cannot be to raise membership or funds. This includes relevant brochures, web development and updates, but does not include open houses or media events.
Stewardship Endowment	Funds dedicated to the long term monitoring or stewardship of the project lands.

Applicant name: _____ **Project name:** _____

Item Description	Payment Category								Notes	*Please give detailed comments about grant and leverage funds
	Cash	Land Trust Grant	Value of Donated Land or CE	Other Grants	In-kind					
					Unskilled	Skilled	Equipment	Materials		
Securement										
Donated portion of CE										
Purchased portion of CE	370,000	80,000								Split cost between leverage and grant dollars for purchase of CE
Donated land title										
Purchased land title										*may only be purchased with funds raised by the land trust. Grant funding cannot be used to purchase land
Staffing										
Executive Director (ED) Time	4,000	4,500								
Stewardship Coordinator (SC) Time	4,000	4,500								
Office Manager (OM) Time	4,000	4,500								
Travel and Field Expenses	2,000	600								Mileage and car rentals, gas for 2 trips to property
Office materials, titles, etc.		200								Maps, obtaining land titles before and after CE
BOD										
Administration										
Legal fees	3,000	2,500								Registration of CE with land titles, completing agreements with lawyers
Accounting	2,000	6,000								Internal and external accounting costs associated with the project
Land Appraisals	2,350	6,000								
Land Management										
Baseline Survey	7,000	7,000								Includes baseline survey and range inventory
GIS	1,500									Hiring GIS consultant
Extension										
Project signage	150	400								
Stewardship Endowment										
		84,000								Represents 15% of the CE
Total	\$388,500	\$200,200	\$0	\$0	\$0.00	\$0	\$0.00	\$0		

Total Leveraged	\$388,500
Total Grant Request	\$200,200
Grant minus \$30k - leveraging exemption	\$170,200
Total Project cost	\$588,700
Total Leveraged	2.2826087