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The personal information collected through the Private Land Conservation Program Grant Application will be used to process, administer and manage your grant application for the Private Land Conservation Program. This collection is authorized by Section 4 of the *Protection of Privacy Act* (POPA). If you have any questions or concerns about the collection and use of your personal information or if you would like to request a correction to the information, you provided, please contact Private Land Conservation Program Coordinator at: privateland.conservation@gov.ab.ca, 2nd Floor, Petroleum, Plaza South Tower, 9915 - 108 Street NW Edmonton, Alberta T5K 2G8.

The Private Land Conservation Program is funded from the Land Stewardship Fund, which was established under the *Public Lands Act*, section 11.2(1).

Grants approved under the Private Land Conservation Program support projects that align with Environment and Protected Areas goal to conserve ecologically significant areas to prevent habitat fragmentation, maintain biodiversity and retain native habitat. In general, program objectives, in support of the long-term landscape conservation goals and alignment with existing Government of Alberta priorities and land-use planning are:

- Maintain large patches of native landscapes with high ecological and biodiversity value, with emphasis on maintaining a working landscape,
- Conserve connectivity on the landscape by sustaining important habitat corridors and pockets within a fragmented landscape, and
- Conserve regional and local riparian/wetland systems that support watershed functions for healthy aquatic ecosystems and water quality.

The program also contributes to other environmental and economic benefits such as:

- Ecosystem services (e.g., water filtration, air quality regulation, etc.).

This application is made to the Minister of Alberta Environment and Protected Areas for a grant pursuant to the Ministerial Grants Regulation, A.R. 215/2022 [refer also to the Designation and Transfer of Responsibility Regulation, AR 11/2023, Section 9].

Applications must be received by 11:59 PM MST on September 15, 2026 by email to privateland.conservation@gov.ab.ca

Additional information is available at alberta.ca/private-land-conservation-program.aspx.

Eligibility

A land trust is a not-for-profit, non-government organization committed to working with private landowners for the long-term conservation of ecologically, agriculturally, and/or historically significant lands.

Eligible Applicants: Land Trusts based in Alberta that operate and deliver conservation programs exclusively in Alberta and that are not associated with any entity operating outside of Alberta are eligible to apply.

The Private Land Conservation Program helps provide funding for eligible expenses to establish, administer, and steward new term conservation easements on private land and eligible expenses to administer and steward new conservation land acquired by land trusts. Project streams are term conservation easements and fee simple projects.

Submissions are considered final, and may not be amended unless requested by the department or an amendment is warranted due to extenuating circumstances (this determination is solely at the discretion of Environment and Protected Areas).

Applications must only be for a single project. Application forms with more than one project in a document will not be accepted.

Any project costs associated with leveraging requirements or funding request must be within one year from the application closing date or at the discretion of the department. Term conservation easement securement or lands donated must have occurred within one year from the application closing date or at the discretion of the department.

The purchase of land and perpetual conservation easements are not eligible through the Private Land Conservation Program.

Applicant Information

Applicant Organization Legal Name

Project Contact Name

Primary Phone Number

Address

Email Address

Website

Organization's Finance Contact Name

Finance Contact Phone Number

Finance Contact Email

Finance Address (if different than above)

City or Town

Province

Postal Code

If your organization is registered or incorporated, please indicate the applicable Act by checking one of the following below and provide a copy of the registration or incorporation documents (if not previously provided).

Societies Act (Alberta)

Companies Act (Alberta)

Other (please explain)

Registration number:

Project Information

Project Name

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

If applying for a Term Conservation Easement, please state the term length (Must be between 20 - 50 years)

Total Leveraged Funds

Total Grant Requested

Total Project Value

Reset

Save

Print

Legal Land Location

Provide the following information for lands identified for the Private Land Conservation Program. If the application includes more than 10 separate LINC numbers, use the excel document.

Qtr.	Sec.	Twp.	Rge.	Mer.	*LINC	Acres	Funding Request for	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Term Conservation Easement	<input type="checkbox"/> Fee Simple Project
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Term Conservation Easement	<input type="checkbox"/> Fee Simple Project
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Term Conservation Easement	<input type="checkbox"/> Fee Simple Project
Total Number of Acres						<input style="width: 100%;" type="text"/>		

*LINC: Land Identification Numeric Code, located on the Legal Land Title Certificate

Conservation Value

Describe the purpose of this conservation project as it relates to the department's objectives of the program. How does this project fit into your organization's overall conservation efforts? Please reference and/or provide additional supporting documentation, if applicable.

What other objectives are supported and/or enhanced by this project? How does this project contribute to other conservation-based initiatives beyond the scope of your organization? These could include municipal strategies, watershed management plans, and stewardship group priorities. Please reference and/or provide additional supporting documentation, if applicable.

Does the property contain any regionally or locally unique or rare ecological features or ecosites? How does the property play a unique role in supporting vital ecological processes at a local and/or regional scale?

For term conservation easement applications only: Describe your valuation process for establishing the securement cost for the term conservation easement.

Description of Biophysical Features

Instructions are provided in Checklist section of this application.

Please provide the total acres for native vegetation (forest, shrub, grassland, riparian/wetland).

* Native grassland: 30% more of the vegetation is comprised of native species.

Refer to the [Government of Alberta Range Plant Community Guides](#) and the [Rangeland Health Assessment for Grassland, Forest and Tame Pasture](#) for more information.

Land Use and Disturbance

Describe the anthropogenic activities on the project site. Include current and historic land uses, existing developments (size, location, duration) and associated impacts. Indicate if the activities are ongoing, or have been reclaimed.

Describe any planned future land uses and development pockets retained. Identify any plans or conservation easement conditions for proposed developments or activities (size, location, duration). Include any proposed reclamation or conservation enhancement plans for the project site.

Stewardship and Maintenance

How will the project lands be maintained in a state of good ecological health and function?

- Describe what will be included in the baseline inventory assessment (or equivalent) used to document the current condition of the project lands.
- Describe any stewardship plans to be used in the future and include how you will evaluate the long-term ecological health and function, including monitoring protocol and frequency of inspection.
- If the project involves establishing a conservation easement agreement, list or attach conditions to ensure lands continue to support ecological function.

Are there any stewardship improvements proposed as part of the project? Include any water development projects, wetland/riparian restorations or range management plans, if applicable.

Indicate which ecological threats are currently present on the project lands:

1. Weeds – noxious and prohibited noxious weeds as designated under the *Alberta Weed Control Act*

Yes No Unsure

List species/describe issue:

2. Disturbance species – native or non-native species that proliferate as a result of human-disturbance, and do so with a character or rate such that they interfere with endemic ecological processes

Yes No Unsure

List species/describe issue:

3. Woody encroachment – movement of woody plants into ecosites where they have the potential to overwhelm native species

Yes No Unsure

List species/describe issue:

Do the project lands currently include agricultural use? If the project will include agricultural use in the future, describe the type(s) of agriculture supported. How will the proposed activity support the conservation objectives, and ensure ongoing stewardship of the project lands? If agricultural use will be removed, provide details.

If the project will include recreational use, describe the type(s) of recreation supported. How will the proposed activity support the conservation objectives, and ensure ongoing stewardship of the project lands?

What access will be available to the public for recreation?

- Public access Some public access, with landowner permission No public access

Does the project support a partnership with a municipality or urban jurisdiction (for example, the project is part of the municipal/urban conservation recreation site)?

- Yes
 No

Budget Submission Instructions

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

The 2:1 leveraging ratio is not required for term conservation easement projects but is highly encouraged. The 2:1 leveraging ratio requirement remains in effect for fee simple projects. 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.

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.

Leveraging 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.

In-kind

This includes donated goods or services that are dedicated to the project.

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.

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 term conservation easement.

PURCHASE term conservation easement.

DONATED title.

PURCHASED title

Other confirmed grants

When leveraging other confirmed grants, please state in the General Information Section, 1. the source of the grant funds (i.e., municipal, provincial, federal, or other) and 2. the purpose of 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. Project costs incurred more than one year prior to **the application deadline** must be approved by the department. Grant funds for stewardship endowment on lands obtaining a term conservation easement may not exceed \$200,000. However, stewardship endowment may have other non Private Land Conservation Program sources of

funds in excess of 15%. Grant funds dedicated to securing term 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 Categories

Securement	The fair market value of the term conservation easement as determined by a land appraisal.
Administration	Examples includes legal fees (such as drafting of conservation easement agreements), land appraisals, accounting and book keeping.
Staffing	Salaries and benefits, travel expenses, office space and supplies directly related to the project.
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.
Project Development	Supports strategic, planning initiatives and landowner engagement to acquire projects that may be eligible for the program. Each approved project is credited \$10,000 (when funding is available) for reasonable costs incurred in conducting conservation development work.

Item Description	Payment Category			In-Kind			
	PLCP Grant	Value of Donated Land or Term CE	Cash and Other Grants	Unskilled	Skilled	Equipment	Material
Securement							
Donated Portion of Term CE							
Purchased Portion of Term CE							
Donated Land Title							
Purchased Land Title							
Administration							
Legal Fees							
Accounting							
Land Appraisals							
Other							
Staffing							
Executive Director (ED) Time							
Stewardship Coordinator (SC) Time							
Office Manager (OM) Time							
Travel and Field Expenses							
Office Materials, Titles, etc.							
BOD							
Land Management							
Baseline Survey							
Extension and Education							
Other							
Stewardship Endowment							
Total							\$10,000

Total Leveraged	
Total Grant Request	
Grant minus \$30K - leveraging exemption	
Total Project cost	
Leveraging Ratio	
Appraised Fair Market Value of Term CE or FS	

Checklist

Include the following with your application:

- Completed and Signed Grant Application (electronic submission required).
- Aerial imagery that clearly outline the following with applicable legend:
 1. Project Outline
 2. Upland Vegetation: delineation and acres for each of the following: forest, shrub, native grassland, riparian/wetland.
 3. Agriculture: delineation and acres for each of the following: pasture (includes hay, modified grassland, rough and tame pasture) and cultivation (includes active and abandoned).
 4. Development Pockets: current and future (i.e, retained for proposed development/activities).
- Site photos displaying vegetation community types, wetlands and riparian areas, and anthropogenic activities.

General Information

Is there any additional information not addressed above that you think the department should be aware of when assessing this application for the Private Land Conservation Program?

Confirmation

I confirm that the information included in this application is correct and complete.

Signature (must have organizational signing authority)

Date of Application (mm/dd/year)

Name

Position

Submit

Reset

Save

Print