

# COASTAL AND ESTUARINE LAND CONSERVATION PROGRAM

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FOR THE STATE OF OHIO

## Proposal Guidance For Federal FY 2010

January 2009



Ohio Department of Natural Resources  
Office of Coastal Management  
105 West Shoreline Drive  
Sandusky, Ohio 44870

Ted Strickland, Governor

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## Introduction

The Coastal and Estuarine Land Conservation Program (CELCP) was established to protect coastal and estuarine lands considered important for their ecological, conservation, recreational, historical or aesthetic value or that are threatened by conversion from a natural or recreational state to other uses. The program gives priority to lands that can be effectively managed and protected, provide public access to coastal and estuarine resources, and have significant ecological value.

The CELCP was created by the Fiscal Year 2002 Appropriations Act for the Departments of Commerce, Justice and State. This funding is being made available (if approved in the federal budget process) through the U.S. Department of Commerce, National Oceanic and Atmospheric Administration (NOAA). The Ohio Department of Natural Resources, Office of Coastal Management (ODNR – OCM) is the statutorily designated lead agency for implementation of the CELCP.

For the federal FY 2010 budget cycle, grant application packets (application and guidance booklet) will be made available in January 2009. **The applications will be due February 17, 2009.** Applicants will be notified in March 2009 if their application has been accepted for forwarding to the federal level. Award announcements (if any) will be made at the conclusion of the federal budget process for 2010, for funding to begin in spring, 2010. Federal application materials (including, but not limited to, the materials in the state application) will be due no later than May 31, 2010. Projects awarded funding will be expected to be complete by September 30, 2012. This is a matching grant program that is competitive at both the state and federal levels.

**Please note that for FY 2010, the federal government published their request for projects (Notice of Federal Funding Opportunity) in the Federal Register on January 2, 2009. The federal application materials are contained within the state application.**

The following provides answers to some questions you might have about how the grant process works and how your agency or organization can seek funding under this program. This document provides guidance for filling out the application packet, which contains the forms you will need to apply for funding under the Coastal and Estuarine Land Conservation Program. You may also visit our website at [www.ohiodnr.com/coastal/](http://www.ohiodnr.com/coastal/) to view additional information about the Ohio Coastal Management Program or to download a copy of the grant application, proposal guidance, and Ohio's CELCP Plan (currently in draft form).

## Who is Eligible?

- Units of local government, including municipalities, townships, counties and villages
- Area-wide agencies, including county and regional planning agencies
- State agencies whose activities affect or are affected by activities in the coastal area
- Colleges, universities and other institutions of higher learning
- School districts
- Park districts and port authorities

Detailed eligibility guidance may be found in NOAA's Coastal and Estuarine Land Conservation Program Final Guidelines, published in 2003. Non-governmental organizations are **NOT** eligible to apply for funds, but may serve as project managers or third parties in land transactions (for example, as in a case where a land trust purchases and holds the land while an eligible entity completes funding arrangements for the purchase).

## What Types of Projects Are Eligible?

The NOAA CELCP Final Guidelines specify that CELCP grants will be used for:

- A. Protection and preservation of significant natural coastal resources as described in the State of Ohio's Coastal and Estuarine Land Conservation Program Plan;
- B. Public ownership (fee simple or conservation easements) providing conservation in perpetuity; and
- C. Providing for access to the general public or other public benefit, as appropriate and consistent with resources protection of the project lands.

## Are Any Projects Given Priority?

**YES.** Pursuant to Ohio's CELCP Plan, priority will be given to projects that best answer the following questions:

### Program Goals

- Will the project protect ecological, recreational, aesthetic, and/or historic values consistent with those outlined in the national criteria and in Ohio's CELCP Plan?
- What is the coastal significance of the project?
- Is the project area in imminent threat of being converted from its current natural condition or recreational use?

### Management Goals

- What is the overall management effectiveness of the project?
- Does the project fit within an existing conservation framework?
- Is there a dedicated source of funding and staff?
- Is the project area covered under an existing management plan that is consistent with the NOAA CELCP Final Guidelines?

See Appendix B for additional details on filling out the project description/scope of work to address these questions.

## Are Any Other Reviews Necessary?

**YES.** *If, and only if,* your project is selected for funding in the federal FY 2010 budget.

You must send a copy of your proposal, including the information described in Appendix A, to the **Ohio Historic Preservation Office (OHPO)** and request either concurrence or consultation as also discussed in Appendix A. Send your proposal, information, and letter to: Ohio Historic Preservation Office, Resource Protection and Review, 567 East Hudson Street, Columbus, Ohio 43211-1030. Copy the ODNR – Office of Coastal Management on the transmittal. **The Ohio Historic Preservation Office response must be on file with ODNR – Office of Coastal Management prior to May 31, 2010.**

Contact OHPO as soon as you are notified of funding, to ensure they have adequate review time.

Have OHPO comments sent to:

ODNR - Office of Coastal Management  
Coastal and Estuarine Land Conservation Program  
105 West Shoreline Drive  
Sandusky, OH 44870

## Are There Any Types of Projects That Are Not Eligible?

**YES.** The following types of projects are not eligible (also see NOAA CELCP Final Guidelines):

- Acquisition by other than public entity
- Ineligible uses as defined in the federal guidelines, such as:
  - Maintenance
  - General recreational facilities such as playgrounds, ball fields and courts, etc.
  - Road and parking lot construction
  - Water and sewer line construction
  - Any project or activity that is required as a condition of a permit or other regulatory action such as wetland or other habitat restoration.

## Is There a Ceiling Amount on Funding?

**YES.** Individual projects are limited to \$3 million or less for the federal CELCP share.

## What Level of Matching Funds Is Required?

The applicant will need to provide at least 50 percent of the total project cost as match (also referred to as a 1:1 match).

For the CELCP, it is expected that the match will consist primarily or exclusively of funds for land acquisition or of direct land donation. However, match may include the direct expenditure of funds for salaries, travel expenses, and purchase of equipment, supplies and other reasonable items associated with the project. Match may also include the use of equipment and volunteer time. Volunteer time may be used as match if it is charged at the rate paid for the type of work being done. Match does not include the use of items donated by a third party. Gifts and donations are acceptable, but only if they are made during the grant period.

Please keep in mind:

- The total budget needs to reflect the 1:1 match requirement.
- Grants from other Federal funding sources may not be used to meet state/local match except as allowed by law.
- Match may not have been used previously for any other project.
- If any in-kind match is to be used (including donated land value, staff support or other services), the budget narrative should specify the amount and explain the relevance to the project.
- If the budget includes costs other than purchase price, (such as costs for title opinion, appraisal, environmental assessment, etc.), please explain them in the budget narrative.
- The proposed budget should be consistent with the eligibility information described in section III of the Full Funding Opportunity notice.

## What Criteria Will Be Used to Evaluate the Projects?

**Qualifying criteria** - Each of the following criteria must be met for an application to be eligible:

1. The proposed project is consistent with Ohio's CELCP Plan (available from ODNR - OCM, or [www.Ohiodnr.com/coastal](http://www.Ohiodnr.com/coastal)).
2. The proposed project is consistent with the OCMP policies as described in the OCMP document (available through any coastal area library or [www.Ohiodnr.com/coastal](http://www.Ohiodnr.com/coastal)).
3. The proposed project addresses a category described above in "eligible projects."
4. The proposed project is eligible to receive federal grant funds under NOAA regulations and policies.
5. The applicant is eligible as described above.
6. The applicant demonstrates the administrative capacity to manage the grant and the legal authority to implement the project.
7. Public access is incorporated, or exceptions to public access are described in detail (e.g. protection of endangered species habitat).
8. Broad and lasting public benefits are demonstrated.

Other evaluation criteria will be based on the questions listed in the prior section on priority of projects. See Appendix B for additional details on filling out the project description/scope of work to address these criteria.

The state may select up to three projects to submit to the federal level for further evaluation. Some consideration will be given to the federal competitiveness of proposed projects, although this will not be a determining factor in the state selection process.

## Within What Geographic Area Are Projects Eligible?

Projects must be located entirely within the Lake Erie watershed as defined in Ohio's CELCP Plan. Projects located within Ohio's designated Coastal Management Area (sometimes referred to as the coastal zone) will be given the highest priority, with projects in the nine counties that contain parts of the Coastal Management Area receiving the next highest priority.

## What Is the Deadline for Application?

Grant applications with all the attachments must be received by the close of business (5 p.m.) February 17, 2009.

The original signed application and one complete hard copy must be delivered to:

ODNR - Office of Coastal Management  
Coastal and Estuarine Land Conservation Program  
105 West Shoreline Drive  
Sandusky, Ohio 44870

See back cover for locator map for purposes of hand delivering applications.

An electronic copy must also be submitted in a Microsoft® Word, WordPerfect® or .txt format by email to [sandra.kosek-sills@dnr.state.oh.us](mailto:sandra.kosek-sills@dnr.state.oh.us) or by mailing a CD to the Office of Coastal Management to arrive by February 17, 2009. Submission of an electronic version of the grant application does not replace the requirement for hard copies of the application to be received by February 17, 2009. Please submit applications with the fewest number of individual files possible, for example by combining multiple images and scanned attachments (if any). These additional files (other than the application itself) may be in .pdf format to reduce file size.

A Microsoft® Word and .pdf version of the application and guidance documents may be downloaded and printed from the ODNR Coastal Management Program website at [www.Ohiodnr.com/coastal](http://www.Ohiodnr.com/coastal). In the event that there are problems with the website, please email Sandra Kosek-Sills at the email address above to make other arrangements to receive the electronic documents.

## How Will the Application Process Proceed?

- First, the applicant submits its proposal to the Office of Coastal Management (OCM). Completion of the Notice of Receipt form will assure that you receive confirmation of receipt of your application.
- Second, OCM staff will review the proposal to determine completeness and eligibility based on the qualifying criteria described above. If the application is incomplete or the project ineligible, the OCM will notify the applicant.
- Third, CELCP Review Team Members will conduct a rating of all complete and eligible proposals.
- Fourth, the Team will meet to discuss and evaluate the projects and will submit final recommendations based on ratings and the Team evaluation to the OCM Chief (or designated representative) for review and approval.
- Fifth, ODNR-OCM will announce three approved and ranked projects.
- Sixth, ODNR-OCM will submit these three approved and ranked projects to the National Oceanic and Atmospheric Administration (NOAA) for further review.

## **If Our Project Is Selected, When Can We Begin Work and When Must It Be Completed?**

Sometime in fall 2009 (but possibly later), NOAA's portion of the FY 2010 federal budget is expected to be approved. If projects are funded, they will be listed in this budget bill.

If your project is funded, a complete application packet must be submitted to ODNR-OCM. The deadline for this submittal will be determined at the time that you are notified that funds have been awarded for the project. This application packet includes, but is not limited to, the materials in the state application. Additional materials will be identified at the time that the award is made. The application must be forwarded by ODNR – OCM to NOAA. We will work with you to complete the process.

The proposed project timeline should assume a start date between March 1, 2010 and October 1, 2010. The financial assistance award period is 18 months. The project must be completed within this 18 month grant period. NOAA may extend project grants up to an additional 18 months (for a total project period of 3 years maximum) if circumstances warrant.

## **Who May We Contact If We Have Questions?**

You are encouraged to coordinate with OCM staff in advance of submitting your proposal. However, favorable staff comments on preliminary discussions of potential projects are not to be construed as guarantees of positive final decisions. Please contact the following:

Sandra Kosek-Sills, PhD  
CELCP Coordinator  
ODNR - Office of Coastal Management  
105 West Shoreline Drive  
Sandusky, Ohio 44870

Phone: 419-626-7980  
Fax: 419-626-7983  
[sandra.kosek-sills@dnr.state.oh.us](mailto:sandra.kosek-sills@dnr.state.oh.us)

# Appendix A

## Ohio Historic Preservation Office National Historic Preservation Act of 1966 Section 106 Review

Section 106 of the National Historic Preservation Act requires federal agencies to consider the effect of their projects on historic properties. It is the responsibility of the federal agency (in this case, NOAA) to require that information be provided to the State Historic Preservation Office that (1) identifies historic properties, (2) assesses their eligibility for listing in the National Register of Historic Places, and (3) determines any possible effect that a project might have on listed or eligible properties. The Ohio Historic Preservation Office reviews the information and responds by concurring, commenting, recommending further action, or requesting additional information.

CELCP grant applicants must submit their proposals to the Ohio Historic Preservation Office for review. The Ohio Historic Preservation Office recommends that agencies use the new Section 106 Review Project Summary Form and its supporting documents to submit projects for review (<http://www.ohiohistory.org/resource/histpres/services/psdf.html>). When this form is submitted, a copy of the transmittal letter should be sent to Sandra Kosek-Sills, CELCP Coordinator. **The Ohio Historic Preservation Office response must be on file with ODNR – Office of Coastal Management prior to May 31, 2010.**

### Transmittal letter to the Ohio Historic Preservation Office

Applicants should copy Sandra Kosek-Sills, CELCP Coordinator, at the ODNR – Office of Coastal Management (the federally delegated agency) on the transmittal letter. The following guidelines will help in preparing your transmittal letter.

- Address the letter to: Ohio Historic Preservation Office, Resource Protection and Review, 567 East Hudson Street, Columbus, Ohio 43211-1030.
- In the first sentence or two, indicate that *this information is being submitted for a project funded through the Coastal and Estuarine Land Conservation Program, administered by the Office of Ocean and Coastal Resource Management, National Oceanic and Atmospheric Administration through the ODNR Office of Coastal Management.*
- Based on the information you are submitting, determine which of the following three assessments of effect found in 36 CFR 800.4 and 36 CFR 800.5 you believe applies to your project:
  - “No historic properties affected”* This means that either there are no historic properties present in the APE, or that the historic properties that are present will not be affected by the project.
  - “No adverse effect”* This means that there are historic properties within the APE, but that the effects of the project on the historic properties are negligible and won’t diminish their historic characteristics.
  - “Adverse effect”* The project will have substantial effects on historic properties that should be avoided, reduced or mitigated.
- If you believe your project information supports the assessment *“No historic properties affected,”* state this in your letter and ask if the Ohio Historic Preservation Office has sufficient information to concur with this finding.
- If you believe your project information supports either the *“No adverse effect”* or *“Adverse effect”* assessment, state this in your letter and request consultation with the Ohio Historic Preservation Office to consider the effects.
- Include a request in your letter for OHPO to send a copy of their response to: ODNR Office of Coastal Management, Coastal and Estuarine Land Conservation Program, 105 West Shoreline Drive, Sandusky, Ohio 44870.

Attach the Section 106 Review Project Summary Form and its supporting documents to your letter. The Ohio Historic Preservation Office will review the information you submit and will respond by concurring, commenting, recommending further action, or requesting additional information.

# Appendix B

## Project Description/Scope of Work Guidance

The project description is embedded in the Project Checklist (NOAA form) within the application. The following provides additional details and guidance for answering the questions as they appear within the Project Checklist. The project description should provide information for the parcel(s) to be acquired or for which an easement is being obtained with CELCP, as well as for matching funds. If the non-federal match will be provided through in-kind contribution of another parcel, the project description should also provide information about the match parcel(s).

To the extent practicable, it is suggested that applicants reference text and tables from the Ohio (draft) CELCP Plan throughout the description as appropriate to each topic (include references to maps or page numbers wherever possible).

### **1.-5. Applicant and Project Information**

- There is no Award Number available at the state application step. This will be added later if an award is made by NOAA.

### **6. Project Description**

- Write a summary paragraph of approximately 300 words that describes the main points of the project. Please include in this summary a description of exactly how your project is a priority based on Ohio's CELCP Plan.

### **7. Legal Rights to Be Acquired**

- Describe if the property will be held in fee simple ownership or if a conservation easement and/or public access easement will be acquired.

### **8. Project Size and Relationship to the Coast and/or Estuary**

- Include the total acreage and length of frontage on coastal waters and/or describe the site's proximity and relationship to a coastal or estuarine area.
- Include detailed habitat information in the table provided. See referenced website for more information.

### **9. CELCP Goals**

#### **INDICATE PRIMARY PURPOSE of project**

- **What values are contained within the proposed project or property to be acquired?**

Please provide any applicable information on how the project contributes to **each** of these values. Each project will be judged first on how the project furthers its primary purpose and secondarily on how well it furthers the other four purposes.

As appropriate for your project, describe within these sections how the project contributes to Ohio's coastal management plan (and/or the Old Woman Creek NERR management plan, if applicable), supports a regional and/or state watershed planning effort (such as a Watershed Action Plan), or supports a local watershed planning effort or other conservation plan.

In addition to the questions in the text on the form, consider the following:

### **1. Ecological**

- Describe the different habitat types that are found on the project site as listed in the table in the checklist. Include information on the habitat quality, including any impairments such as invasive/exotic species, if documented (please reference written report and author), and provide estimated acreages for the different habitat types.
- Describe how the habitat supports, or may support, federal or state listed, threatened or endangered species. For example, does the site provide enough acreage to support a viable population of an endangered species or will it enhance existing protected areas that already provide habitat for a viable population of an endangered species?
- What is the ecological importance of the acquisition for the region, particularly in relation to coastal and estuarine resources and ecosystems? For example, discuss the species diversity on the project site, and/or if the site contains habitat of specific importance to the region, and/or if protecting the site is an important part of protecting ecological connections in the region. If the project site is part of a network of existing or proposed protected areas, describe how the project will enhance linkages among ecologically important areas in the region.

### **2. Conservation**

- Discuss how the property fits within a larger conservation plan or comprehensive plan, even if it does not currently exhibit high intrinsic ecological, recreational value or other values.
- Discuss how acquisition of the site will help establish corridors and/or linkages among areas of significant conservation, ecological, recreational or aesthetic values that are already protected. If the site's ecological values are impaired due to circumstances that have affected the site's integrity, such as invasive/exotic species and/or other alterations such as dikes or clearing for agricultural and silvicultural uses, discuss how the project will be restored and the potential for successfully restoring the site's ecological values. If applicable, describe how the project site has the potential to be restored to a site of high ecological value. Include reference to existing restoration plans if available. Please also describe the plan, timeline and source of financial support for the proposed restoration.
- Describe if the project exhibits a mix of ecological, recreation, historic and aesthetic values that together contribute important benefits to the coastal and estuarine environment that are not provided by those values individually.

### **3. Recreational**

- What is the property's significance or contribution to coast-dependent or nature-based recreation?
- Does the site provide a significant opportunity for public access to coastal resources, and is this of national, regional, or local significance?
- Will there be any management controls on recreation, for example, only allowing guided tours or having the site open only at certain times of the year?
- Is the coastal access associated with the project located in an area of determined need at the local, regional, or national level?
- Does the project support plans for addressing needs identified in Ohio's (draft) CELCP plan, or other assessment of needs for coastal recreation?

#### **4. Historical**

- Has the project site received a formal designation as a National Historical Landmark or has it been listed on the National Register of Historic Places or a State or Local Register of Historic places?
- If not so designated, does the project site contain historical, cultural, or archaeological features of significant value that could potentially be designated as a National Historical Landmark, listed on the National Register of Historic Places, or listed on a State or Local Register of Historic places?
- If applicable, discuss if the site contains evidence of historical, cultural, or archaeological features that have not been formally evaluated.

#### **5. Aesthetic**

- Describe the views to be preserved by this acquisition and the contribution this property makes to the surrounding area. Photographs may be included; please note the location where photographs were taken and view direction on the site map.
- Does the project protect a site designated nationally as a scenic byway or wild and scenic river, or provide a buffer adjacent to a nationally designated site?
- Does the project otherwise complement a national designated scenic byway, wild and scenic river, or trail program?
- Describe if the project supports a local or state designated scenic route, river, trail, or other cultural landscape or a buffer adjacent to designated areas.
- Is there any other significant contribution(s) this property makes to the aesthetic character of the surrounding area?

#### **10. Public Benefit**

- In addition to the other parts of the question, be sure to indicate whether there are mineral rights leases on the property and/or any other separation of rights (for example, mineral rights remaining with the seller).

#### **11. Site Location Map**

- The maps on page 16 and 17 of the state application, or similar scale maps, fulfill this condition. Two maps are provided, only the map where the site is indicated is necessary.

#### **12. Public Review**

- Briefly discuss the degree to which the project underwent public review, or discuss why it was not necessary.

#### **13. Project Readiness**

- Briefly discuss the degree to which negotiations with the owner are underway, or if a purchase agreement has been reached, including:
  - Whether parcels or project sites have been identified;
  - Whether supporting documentation has been completed including an appraisal, title opinion, or other documentation;
  - Whether the property is subject to litigation, liens, judgments or other situations that may affect the likelihood that a project could be completed within the award period.
- Does the site have contamination or other environmental hazards that must be resolved before it would be suitable for public use?

#### **14. Funding Sources**

- Provide information on sources of funds applied for and project partners. The purpose of this question is to ensure that multiple sources of federal funds are not being sought and to help determine that sources of match funds are appropriately from state and local sources. Discuss sources of match funds in the budget narrative in the next section.

#### **15. Ability to Acquire and Manage Land**

- Discuss your financial commitment to land acquisition past and/or future.
- Discuss your previous success in acquiring lands, or interests in lands, for long-term conservation purposes
- Discuss who will provide the personnel and expertise to acquire the project and your legal authority for acquiring and managing conservation lands.
- Discuss the funding and personnel that will be needed to manage this acquisition on a continuing basis.
- Identify the source(s) of needed funding and personnel time. If applicable, discuss any partnership/stewardship agreement with another organization.
- Describe your success in long-term management of other properties for conservation purposes.

#### **Manageability of the Project Site**

- How is the site currently managed, and by whom?
- Describe the current or proposed uses of the area surrounding the site (e.g. development plans or uses allowed by zoning).
- Describe the habitat quality on the project site (reference documentation if available). Are there impairments in habitat quality (for example, presence and degree of non-native species)? Discuss if any restoration is needed and planned as well as whether funding has been secured for that purpose.
- Have any remediation activities occurred, or would they be required, on the project site?

#### **Long-term Use of the Site**

- What uses are proposed for the project site?
- Describe how proposed uses are compatible with the primary purpose of the project.
- Describe the long-term stewardship strategy for the site, i.e., how the ecological, conservation, recreation, historic, and aesthetic values present on the project site will be maintained or improved, as well as how enforcement against illegal uses will be supported.

#### **16. Threat of Conversion**

- If applicable, discuss current development pressures in the project area. This may include census trend data, land use trend data showing increased development and/or conversion, excerpts from planning authority reports, or similar data.
- Describe the development potential of the site, including current zoning and developable area.
- List the current status of the property, such as whether listed for sale and/or whether any subdivision or development plans are pending for the site.

#### **17. Project Eligibility**

- Complete the checklist as appropriate.

# Appendix C

## Timeline/Budget Guidance

### Project Timeline

Please specify a proposed award period for the grant, and include a project timeline with discrete benchmarks for completing the project within the requested award period. The proposed project timeline should assume a start date between March 1, 2010 and October 1, 2010. The financial assistance award period is 18 months. NOAA may extend project grants up to an additional 18 months (for a total project period of 3 years maximum) if circumstances warrant.

Example: June 1, 2010 – December 31, 2011

- *Tasks/Benchmarks* – Describe the steps required to bring your project to closure during the timeframe of the award. Include target dates by which you expect to complete each of these steps and close on the property. Examples of benchmarks include:
  - Identify site(s) for purchase
  - Acquire appraisal, title opinion
  - Complete negotiations with landowner(s)
  - Restoration plan/timeline, if any
  - Submit documentation to NOAA for approval
  - Close on property

### Budget Narrative

- *Federal Share* – For the parcel(s) to be acquired with CELCP funds, please describe how the project costs were estimated, including:
  - What legal rights will be acquired (fee title or conservation easement);
  - The basis for establishing the land acquisition costs (if based on appraised value, please explain when the appraisal was conducted and what appraisal standards were used; if based on market price or other estimate of fair market value, please explain the basis for this estimate); and
  - Any other costs included within the requested Federal share of CELCP funding to document that they are reasonable costs and necessary for the successful completion of the project.

If the requested funding from CELCP is only a portion of the total purchase price of the property, please explain whether or how the project would be viable if remaining funds cannot be secured. For example, could the property be acquired in phases? Would the CELCP funds be used to acquire an easement on a portion of the property?

- *Non-Federal Matching Funds*
  - Describe the source of matching funds and whether they are in the form of cash, in-kind contributions, donated land value (from a bargain sale), or value of lands that were acquired or received as a donation up to 3 years prior to the date of final

- grant application that are substantially related to the property to be acquired with CELCP funding.
- If cash contribution, please discuss whether the funds are currently available or expected to be available within the performance period. What is the source of funding? Have actions been taken to secure the necessary funds within the proposed award period?
  - If in-kind contribution of land or donated land value, please explain:
    - Whether the property has already been acquired (through purchase or donation) and, if so, when;
    - What legal rights were acquired or will be acquired;
    - Who holds title to or will hold title to the property or conservation easement;
    - The distance and physical or strategic connection between the match property and the property(ies) to be acquired with CELCP funds; and
    - The basis for establishing the land acquisition costs or donated land value. If based on appraised value, please explain when the appraisal was conducted and what appraisal standards were used. If based on market price or other estimate of fair market value, please explain the basis for this estimate.
  - If other in-kind services such as direct staff support, acquisition-related expenses (such as title, appraisal, etc.) or restoration or remediation of the property to be acquired with CELCP funds, please provide details to document that they are reasonable costs and necessary for the successful completion of the project.
- *Other* – Please also provide the following information:
    - Whether the property will be leased or rented (for example, if already subject to a term lease). If so, please explain how revenues will be used in support of the project.
    - Whether the public will be charged a user fee for access to or activities on the proposed property. If so, please explain how revenues will be used in support of the project.
    - Whether the proposed project been submitted to or is it currently under consideration by other programs for funding. If yes, please also list which program(s) and fiscal year(s), and whether the funding requested from other programs duplicates or complements the funding requested under CELCP. *[Note: This information will enable NOAA to coordinate with the relevant program to avoid duplication if a proposed project is selected and approved for funding by another program in an earlier funding cycle.]*

# Appendix D

Office of Coastal Management  
105 West Shoreline Drive, Sandusky, Ohio 44870  
419-626-7980

