



Oklahoma Parcel 2015 Application-Checklist

Agricultural Conservation Easement Program- Agriculture Land Easements

Landowner Information

- 1. Landowner Name(s): _____
- 2. Mailing Address: _____
- 3. Phone: _____
- 4. Email: _____
- 5. Tax ID: _____

Parcel Information

- 1. ACEP-ALE Qualifying Factor: Soils Historical Special Initiative
- 2. Parcel Legal Description: _____
- 3. County: _____
- 4. Land Info: Offered Acres: _____
 Prime Farmland Acres: _____
 Forested Wetland Acres: _____
 Non-Wetland Forested Acres: _____
 Non-Forested Wetland Acres: _____
- 5. Does the offered easement area have a conservation plan in place? _____
- 6. Does the offered easement area have a forest management plan in place? _____
- 7. Does the current landowner control the mineral rights? _____
- 8. Does the property have any liens from creditors? _____
- 9. Does the landowner desire to subdivide the easement? _____

10. Does the landowner desire to construct additional residences on the easement? _____

11. Does the landowner agree to allow NRCS staff to inspect the property? _____

Attachments: Required Additional information must be attached to this application

1. Form NRCS-CPA-41A Parcel Sheet must be completed and signed by both landowner and entity
2. Letter from cooperating entity certifying the availability and source of matching funds. By checking Box 13 of the NRCS-CPA-41 you are certifying that matching funds are available at the time of application.
3. If applicable the Cash Contribution Reduction Waiver Letter and all required documentation.
4. Form 230C (General ACEP-ALE or 230D ACEP-ALE-GSS) Statement to Confirm Matching Funds and Estimate of Matching Funds.
5. Option to purchase the easement signed by landowner and cooperating entity or Offer letter
6. Map displaying units of prime, unique and/or locally important soil units of offered parcel (<http://websoilsurvey.nrcs.usda.gov/app/HomePage.htm>). Map should include legal description (section, township, and range).
7. Map of easement boundary with access from a public road or evidence of sufficient legal access.
8. Map displaying forestland, non-forested wetland and forested wetland areas of offered parcel (<http://www.fws.gov/wetlands/>)
9. Proximity map of protected parcels within one mile of offered parcel
10. If applicable a copy of the signed Conservation and/or Forest Management Plan (*can work with local NRCS Field Office if they need to get one*)
11. If applicable, documentation of historical significance, century farm and/or agricultural security area status
12. Current deed of ownership of the offered parcel (whoever is listed on the deed must sign the application and eventually the Conservation Easement Deed is the parcel is funded)
13. Copy of all entity documentation if ownership of the offered parcel is anything other than individual (example: If the application is in a trust we need all pages of the filed Trust. If it is an LLC then we need all pages of the filed LLC paperwork. List of all membership interest. Documentation must show signature authority for the person signing the application)

14. Copies of current (must be updated with Farm Service Agency yearly) eligibility including:
- a. Form - AD1026 Must be in compliance with highly erodible land and wetland conservation provisions.
 - b. Form – CCC-941 Average Adjusted Gross Income Certification and Consent to Disclosure of Tax Information
 - c. Form CCC-901 Members Information

Date Submitted

Signature of Cooperating Entity

NRCS Use only:

Package Received _____
Date Received

Package Complete

Signature of Program Manager

Date Signed