



**PRESERVATION TRUST FUND – LOCALITY EASEMENT ASSISTANCE  
LANDOWNER APPLICATION**

**General Information**

Each owner, entity, and entity member/s must submit tax forms and provide contact information on page 3

Main contact for property: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Locality: \_\_\_\_\_

Tax map parcel number of parcel: \_\_\_\_\_

Address for parcel if different from mailing: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Name of trust, LLC, or other entity, if applicable: \_\_\_\_\_

Please submit entity tax forms and provide member contact information on page 3

**Required Documentation**

\_\_\_\_\_ Copies of IRS tax returns (pages 1 and 2 for the most recent two years available for each owner/entity and for each entity member if applicable).

\_\_\_\_\_ Completed application

\_\_\_\_\_ Non-Filer Affidavit (page4), if applicable

**Reimbursement Rates**

Landowners will be reimbursed on an income-based cost-share assistance rate, with per easement awards not to exceed the maximum easement assistance listed below.

<b>Landowner Annual Income</b>	<b>Reimbursement Rate</b>	<b>Maximum Easement Assistance</b>
Up to \$70,000	100%	\$25,000
\$71,000 - \$85,000	80%	\$20,000
\$86,000 - \$105,000	50%	\$8,500
Over \$105,000	Not Eligible	Not Eligible

Funds must be disbursed from VOF to a locality. The locality will reimburse the landowner.

**Estimated Easement Expenses**

Example

▪ Appraisal:	\$4,500-\$6,500
▪ Legal Services:	\$3,000-\$4,500
▪ Survey:	\$5,000
▪ Title Work:	\$500
▪ Farm Credit Easement & Mortgage Review:	\$2,500
▪ Perk Test:	\$700
▪ Tax Assistance/Advice:	\$200-\$400
▪ Baseline Documentation Report (BDR):	\$3,000
▪ Stewardship Fee:	\$5,000

Estimate total costs in the space provided below.

▪ Appraisal:	\$ _____
▪ Legal Services:	\$ _____
▪ Survey:	\$ _____
▪ Title Work:	\$ _____
▪ Farm Credit Easement & Mortgage Review:	\$ _____
▪ Perk Test:	\$ _____
▪ Tax Assistance/Advice:	\$ _____
▪ Baseline Documentation Report (BDR):	\$ _____
▪ Stewardship Fee:	\$ _____
▪ Other (may not be eligible): _____	\$ _____
▪ Other (may not be eligible): _____	\$ _____
<b>TOTAL REQUEST:</b>	<b>\$ _____</b>

**Financial Need Information**

Please use the space below or attach a separate note to describe any financial need factors that may not be revealed by the federal tax forms submitted. This could include changes in income or expenses or reasons why the easement may be more costly such as large acreages or a complicated legal description.

**Additional Landowner Information**

Please provide contact information for all owners, entity (if applicable) and entity members (if applicable)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Landowner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_