Ohio Department of Agriculture - Office of Farmland Preservation

Application for Local Sponsor Certification

Application Deadline: Friday, October 14, 2016

A - ORGANIZATION INFORMATION	
Organization Name:	
Main Staff Contact Name:	Alternate Staff Contact Name:
Main Staff Contact Title:	Alternate Staff Contact Title:
Main Staff Contact Email:	Alternate Staff Contact Email:
Main Staff Contact Phone:	Alternate Staff Contact Phone:
Main Staff Contact Mailing Address:	Alternate Staff Contact Mailing Address: ☐ Same as Main Staff

B - ORGANIZATION CAPACITY- STAFF	
1. Number of years of Farmland Preservation experience of main staff contact:	Years:
2. Number of years of Farmland Preservation experience of alternate staff contact:	Years:
3. Number of years of real estate acquisition or land preservation experience of main staff contact:	Years:
4. Does the organization's farmland preservation program have volunteer or professional staff experience or access to staff in the following areas (Enter number of FT=Full Time and/or PT=Part Time):	
a. Administration	Paid and/or Volunteer: FT PT
b. Fundraising	Paid and/or Volunteer: FT PT
c. Legal	Paid and/or Volunteer: FT PT
d. GIS	Paid and/or Volunteer: FT PT
e. Easement monitoring	Paid and/or Volunteer: FT PT
f. Total staff	Paid and/or Volunteer: FT PT

C - ORGANIZATION CAPACITY- BUDGET	
1. If a local government or soil and water conservation district (SWCD), what is your annual operating budget for farmland preservation? **OR** If a land trust, what is your annual operating budget?	Budget:

D - ORGANIZATION CAPACITY- EASEMENTS (NOTE: QUESTIONS 3-6 REFER TO EASEMENTS THAT HAVE CLOSED)	
1. Number of years the organization has administered an agricultural easement program:	Years:
2. Number of years the organization has administered any type of easement program (donated or purchased):	Years:

3. Number of Ohio Department of Agriculture (ODA) Agricultural Easement Purchase Program (AEPP) easements managed and acres they cover:	Number:	Acres:
4. Number of ODA donated agricultural easements (AEDP) managed and acres:	Number:	Acres:
5. Number of Natural Resources Conservation Service (NRCS) easements held and number of acres they cover:	Number:	Acres:
6. Total number of agricultural and conservation easements managed and acres they cover regardless of funding source:	Number:	Acres:
7. Did the organization submit their 2015 ODA Annual Monitoring Report(s) complete and on-time to ODA (by December 31, 2015)?	Yes:	No:

8. COUNTIES SERVED: Name the county or counties in which organization holds or intends to hold purchased or donated agricultural easements:
If additional space is required, attach a separate page as **Attachment D-8.**

County 1 Name:	County 2 Name:	County 3 Name:
County 4 Name:	County 5 Name:	County 6 Name:
County 7 Name:	County 8 Name:	County 9 Name:
County 10 Name:	County 11 Name:	County 12 Name:
County 13 Name:	County 14 Name:	County 15 Name:
County 16 Name:	County 17 Name:	County 18 Name:
County 19 Name:	County 20 Name:	County 21 Name:
County 22 Name:	County 23 Name:	County 24 Name:

E – ORGANIZATION CAPACITY – OTHER

1. Does the organization have a written working agreement with a more experienced mentor organization? If so, provide their name and contact information:

2. If the organization holds more than 10 easements and has been acquiring, monitoring and enforcing easements for more than five years, does the organization have a signed agreement to mentor another farmland preservation organization? If so provide the organization's name and contact information:

3. **For Land Trusts and Charitable Groups Only**: Does the organization have:
*NOTE: Items E-3a through E-3e are required for participation as outlined in OAC 901-2-07(C)(4) (a-f)

a. By-laws (stating farmland preservation as one of its purposes) - if yes, attach documentation as **Attachment E-3a***	Yes:	No:
b. Governing Board – if yes, attach board list and contact information as **Attachment E-3b***	Yes:	No:
c. Sound Financial Condition (balance sheet, revenue & expense statements) - if yes, attach a copy as **Attachment E-3c***	Yes:	No:
d. Tax exempt status - if yes, attach documentation as **Attachment E-3d***	Yes:	No:
e. Stewardship Endowment Policy - if yes, attach documentation as **Attachment E-3e***	Yes:	No:
f. Annual Meeting Minutes (most recent copy) - if yes, attach documentation as **Attachment E-3f**	Yes:	No:
g. Accreditation (recognized by a national organization & the name of accrediting organization: - if yes, attach documentation as **Attachment E-3g**	Yes:	No:

F – LOCAL SUPPORT

County Number as defined in Section "D-8", attach separate pages if more than three counties	County 1 Name:	County 2 Name:	County 3 Name:
1. Does the county have a county comprehensive land use plan or Balanced Growth Plan that identifies the preservation of land in agriculture as a priority? If yes, enter the plan date and attach a copy of the relevant pages as **Attachment F-1**. (See important note below)**	Date: ☐ Same Previous Year	Date: ☐ Same Previous Year	Date: ☐ Same Previous Year
2. Has the county established Agricultural Security Area(s)?	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
3. Has the county adopted an agricultural economic development plan? Attach a copy as **Attachment F-3**. (See important note below)**	Yes ☐ No ☐ ☐ Same	Yes ☐ No ☐ ☐ Same	Yes ☐ No ☐ ☐ Same
4. Will your organization specifically encourage and solicit applications from landowners in areas where local governments have committed to preserve farmland?	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐

****NOTE:** All plans must be highlighted/flagged by the local sponsor where it identifies the preservation of land in agriculture is a priority. If the plan is the same as submitted for the previous application year indicate that after the date and omit attachment.

G – SERVICE AREA STATISTICS - Service area is defined as the county or counties within which the organization holds or plans to acquire easements during this funding round as shown in D-8.

County Number as defined in Section "D-8", attach separate pages if more than three counties	County 1	County 2	County 3
1. Has the county previously received AEPP/LAEPP funds to purchase an easement?	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
2. Average Market Value (AMV): Enter the AMV and circle the appropriate AMV range for land in Current Agricultural Use Valuation (CAUV) for each *county* within the organization's service area as determined by the Ohio Department of Taxation: http://www.agri.ohio.gov/divs/farmland/docs/Link%20G02_Ohio%20Taxation%20AMV%20CAUV%20Map.pdf	AMV Amount:	AMV Amount:	AMV Amount:
	AMV Range: 1) 5000 + up ○ 2) 3000-4999 ○ 3) 1500-2999 ○ 4) 500-1499 ○	AMV Range: 1) 5000 + up ○ 2) 3000-4999 ○ 3) 1500-2999 ○ 4) 500-1499 ○	AMV Range: 1) 5000 + up ○ 2) 3000-4999 ○ 3) 1500-2999 ○ 4) 500-1499 ○
3. Average Farm Size in acres: Enter the average farm size in acres for each *county* in the organization's service area as determined by NRCS: http://www.agri.ohio.gov/divs/FarmLand/docs/Link%20G03_Ohio%20County%20Estimates_Avg%20Farm%20Size.pdf	Acres:	Acres	Acres:
4. County Developmental Pressure: For each *county* in the organization's service area, circle the percentage of population change using US Census data: http://www.agri.ohio.gov/divs/FarmLand/docs/Link%20G04_Ohio%20Census%20Results_County%20Dev%20Pressure.pdf	Percentage of Change: 1) 20 to 58 ○ 2) 10 to 19 ○ 3) 5 to 9 ○ 4) 0 to 4 ○ 5) less than 0 ○	Percentage of Change: 1) 20 to 58 ○ 2) 10 to 19 ○ 3) 5 to 9 ○ 4) 0 to 4 ○ 5) less than 0 ○	Percentage of Change: 1) 20 to 58 ○ 2) 10 to 19 ○ 3) 5 to 9 ○ 4) 0 to 4 ○ 5) less than 0 ○

H- SURVEY: ORGANIZATIONAL PREFERENCE (NOTE: THIS SECTION IS NOT SCORED)

Which of the alternatives below will your organization use for the landowner AEPP application?	Using App (1. ODA Standard):	Using App (2. ODA "Other"):
1. The organization will use the Office of Farmland Preservation on-line landowner application and it's built in scoring system (ODA Standard Landowner Application). **OR**	☐	☐
2. The organization will use the Office of Farmland Preservation on-line landowner application and it's built in scoring system but will substitute questions in the "Other Factors" section that highlight local priorities. (ODA "Other" Landowner Application - Recommended only for experienced organizations)		

I- GENERAL COMMENTS (OPTIONAL – attach separate sheet if you need additional space)

By signing this application below, the organization agrees that it has the necessary expertise to hold, manage, monitor and enforce agricultural easements.

This information that I have provided on this application is complete and accurate to the best of my knowledge and subject to validation by the Ohio Department of Agriculture (ODA) and its affiliates. I understand that any misleading or incorrect statements or omissions may result in disqualification of the application or if the organization is certified as a local sponsor, it may be cause for immediate dismissal at any time during participation in the program.

The application for the certified local sponsor is made with the understanding that nothing contained in this application or in the granting of a review is intended to create a contract between ODA and the organization or myself for either acting as a local sponsor or for providing any benefit.

A facsimile signature or other similar electronic reproduction of a signature shall have the force and effect of an original signature, and in the absence of an original signature, shall constitute the original signature.

J- SIGNATURES	
Completed by Name (print here):	Authorized by Name (print here):
Completed by Name (sign here): Date:	Authorized by Name (sign here): Date:
Completed by Title:	Authorized by Title:

Complete application by Friday, October 14, 2016 and submit a hardcopy or an electronic copy to:

Office of Farmland Preservation
Ohio Department of Agriculture
8995 E. Main Street
Reynoldsburg, OH 43068-3342
Fax: 614/752-2282
farmlandpres@agri.ohio.gov

Please contact us if you have any questions: 614/728-6210

Ohio | Department of Agriculture

John R. Kasich, Governor

Mary Taylor, Lt. Governor

David T. Daniels, Director

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment D-8
Additional Counties Served

(Attachment Coversheet 1)

☐ **Item attached**

☐ **N/A for application**

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3a
By-laws

(Attachment Coversheet 2)

___ Item attached

___ N/A for application

___ Same as previously submitted

(Enter application year):_____

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3b

Governing Board

(Attachment Coversheet 3)

____ Item attached

____ N/A for application

____ Same as previously submitted

(Enter application year):_____

NOTE: Must include board list and contact information.

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3c

Financial Items

(Attachment Coversheet 4)

☐ **Item attached**

☐ **N/A for application**

NOTE: Must submit every year – must be current financials.

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3d

Tax Exempt Status

(Attachment Coversheet 5)

____ Item attached (new or updated)

____ N/A for application

____ Same as previously submitted

(Enter application year):_____

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3e

Stewardship Endowment Policy

(Attachment Coversheet 6)

___ Item attached (new or updated)

___ N/A for application

___ Same as previously submitted

(Enter application year):_____

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3f

Annual Meeting Minutes

(Attachment Coversheet 7)

☐ **Item attached**

☐ **N/A for application**

NOTE: Must submit every year – must be current minutes.

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment E-3g

Accreditation

(Attachment Coversheet 8)

____ Item attached

(Enter Accreditation Expiration Date):

_____

____ N/A for application

____ Same as previously submitted

(Enter application year):_____

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment F-1

Comprehensive Plan

County name: _____

(Attachment Coversheet 9)

____ Item attached

____ N/A for application

____ Same as previously submitted

(Enter application year):_____

NOTE: All plans must be highlighted/flagged by the local sponsor where it identifies the preservation of land in agriculture is a priority.

Directions: Print this page; fill-in the blanks below; place this attachment coversheet in front of the appropriate attachment; place coversheet and attachment (if applicable) behind the application.

Attachment F-3

Economic Development Plan

County name: _____

(Attachment Coversheet 10)

___ Item attached

___ N/A for application

___ Same as previously submitted

(Enter application year):_____

NOTE: All plans must be highlighted/flagged by the local sponsor where it identifies the preservation of land in agriculture is a priority.