



**GREENSPACE EQUITY PROGRAM  
FY2025  
Application and Project Agreement**

**GREENSPACE EQUITY PROJECT #**

**A. PROJECT INFORMATION:** Please fill out all sections of the form completely unless otherwise indicated.

**Project Name:**

**Street Address:**

**City/Town:**

**County:**

**Zip:**

**County Tax Map:**

**Grid:**

**Parcel:**

**Lot:**

**SDAT Account Identifier:**

District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable)

**MD Legislative District:**

Click [here](#) to find the 2022 Legislative District (Number 1-47)

**Confirm the project location is eligible for Greenspace Equity Program Funding:**

[Click here for map to verify](#) (check all that apply)

**Overburdened:**

**Underserved:**

**Adjacent:**

Projects on a property located in a census tract that is adjacent to an overburdened or an underserved community may be eligible if the eligible applicant holds a conservation easement or owns the property in fee simple.

**Project Period:**

**From:**

Date of Letter of Acknowledgement (DNR Use Only)

**To:**

Estimated Date of Completion

## B. PROJECT DETAILS:

- 1. Type of project: (Acquisition, Development or Combination)**
- 2. Project Description** (Please summarize the proposed project in 2-3 sentences. Attach a separate sheet to provide a further narrative of the project as needed.)
- 3. Describe how the project serves overburdened and/or underserved communities.**
- 4. Describe how overburdened and/or underserved communities were involved in the planning of this greenspace or the request to protect this existing greenspace. How will the project develop the property for public use? (See required accompanying document.)**
- 5. How will the project improve the conservation value of the land and/or provide conservation benefits to overburdened and/or underserved communities?**
- 6. Public Access:** Describe the site, location, socioeconomics of the communities that will have access to this property. What you will do to promote general public access that will be available for this project. Note any restrictions or limitations.
- 7. Local Support:** Describe how this project engages and is supported by the local government, residents, organizations, and businesses located in the overburdened community or underserved community. **(See required accompanying document.)**
- 8. Partnerships and Collaboration:** Describe the partnerships involved in this project and what collaborations will support its success. Include your partnerships and collaboration with local governments, land trusts, nongovernmental organizations, and community organizations. **(See required accompanying document.)**

**9. Public Health:** Describe how this project enhances the public health, livability, and greenspace in the overburdened community or underserved community.

**10. Playground Surfacing:** If this project includes installing playground surfacing materials, please confirm that the materials considered have all environmentally friendly materials safe for children, including but not limited to that they do not include more than 90 parts per million (ppm) of lead, or a component product, material, or substance to which PFAs (per- and polyfluoroalkyl) chemicals are added.

**C. PROPERTY ACQUISITION/EASEMENT SECTION** (If this project is only Stewardship skip to Section D. If it is only acquisition/easement, complete Section C and skip Section D. If it is a combination project, complete both Section C and D.)

**1. This is a(n): (Fee or Easement)**

**a. Nearest town or community served:**

**b. Deed acres:**

**c. Acres to be funded with this acquisition:**

**d. Existing park acreage:**

**e. Planned ultimate acreage:**

**f. How many acres are:**

Wooded:

Agricultural:

Floodplain:

In the Critical Area:

Non-Tidal Wetlands:

**g. The topography is flat, steep, sloping or other (describe):**

**h. Road Frontage in feet:**

**Paved:**

**Unpaved:**

**i. This property is:**

If improved, list all current improvements – identify size, condition, and future use of each improvement:

**2. Explain Zoning:**

**a. Current Land Use:**

**b. Is the property currently being utilized at its highest and best use?**

**c. Highest and Best Use:**

**Developable potential - # of lots:**

**d. Subdivided?**

**If Yes, # of lots:**

**Average size of lots:**

**e. Utilities Available: Water  Sewer  Electric  Gas  Phone**

**f. Environmental Hazards:**

If there are any hazards, list them and identify how they will be addressed:

- 3. Potential Conflicts: Are there any potential conflicting uses or possible non-compatible uses being planned (e.g., road widening, utility easements, lease to others, etc.) which might require a Land-Use Conversion?**

If yes, please explain the impact on the conflict and how this will be addressed:

- 4. Interim Use: Will there be an interim use on the property prior to park development, including rental, lease, and/or other management techniques?**

If yes, please describe the interim use in detail and how long the use will be in effect before the park can be developed. (Note that any interim use must have prior approval by DNR.)

- 5. Acquisition projects must be in compliance according to the rules of this grant in perpetuity. How will the property be managed and funded for the intended use?**

- 6. Seller's Name:**

- 7. Title will be held by:**

Name of County/Municipality and/or Land Trust (see required accompanying document)

- 8. Appraisal Values:** Place the higher appraisal value first and lower appraisal value second.

**Name of Appraiser:**

**Appraisal Amount:** \$ per acre:

**Date of Appraisal:**

**Name of Appraiser:**

**Appraisal Amount:** \$ per acre:

**Date of Appraisal:**

- 9. Appraisal Evaluation**

- a. Spread between appraisals:**

If the value of the high appraisal is more than 20% greater than the low appraisal, please explain:

- b. Average of appraisals:**

If the cost of the acquisition is not equal to the average of the two appraisals, please explain:

**c. Is the appraisal value reasonable relative to the area?**

If not, please explain:

**d. The appraisals were performed by licensed real estate appraisers with qualifications consistent with industry standards and all applicable Local, State and Federal statutes and regulations.**

**Initial Here:**

**10. Acquisition Project Costs and Grant Request**

**a. Direct**

(Land Costs)

**b. Incidentals**

(Complete chart below)

**c. Administrative\***

**d. Program Compliance\*\***

(Only eligible for monitoring easements)

**e. Totals**

Notes: \* Administrative costs – may be up to 3% of total Direct + Incidental funds requested.

\*\* Program Compliance costs – may be up to 1.5% of total Direct + Incidental funds requested.

**Incidental Costs Itemized (due diligence costs): Item\*                      Cost**

\*i.e. appraisals, surveys title work, closing costs

**f. Acquisition Project Costs and Funding Request:**

**Greenspace Equity Funds Requested:**  %

**Other Funds:** %

**Total Project Cost:**

**11. Describe the amount of financial or in-kind contributions from other sources for implementation of the project, if any:**

**12. Acquisition Project Period:**

**From:** Date of Letter of Acknowledgement (DNR Use Only)

**To:** Estimated Date of Closing (Must be filled in by Applicant)

**D. STEWARDSHIP SECTION** (Skip to Section E if this project is only the acquisition of property or easement.)

**1. Itemized Cost Estimate:** Round to the nearest dollar:

**Item Description**

**Estimated Cost**

**Total development costs:**

Notes: \*Administrative costs – may be up to 3% of total funds requested.

**2. Stewardship Project Costs and Funding Request:**

**Greenspace Equity Funds Requested:**

**%**

**Other Funds:**

**%**

**Total Project Cost:**

**3. Proposed project timeline:**

**a. Design Start Date** (if applicable)

**b. Design End Date**

**c. Construction Start Date**

**d. Construction End Date**

**4. Describe the amount of financial or in-kind contributions from other sources for implementation of the project, if any:**

**5. Stewardship projects must be in compliance according to the rules of this grant for a minimum of 15 years. How will the property be managed and funded for the intended use?**

**E. Total Greenspace Funding Request:**

**Acquisition:**

**Stewardship:**

**Total:**

**F. Applicant Information and Authorization:** Eligible applicants include a land trust or nongovernmental organization located or working in an overburdened community or an underserved community where a project is proposed to be implemented, or a county or municipality.

**1a. Primary Applicant:**

**b. Federal ID #**

**c. Point of Contact Name:**

**d. Title:**

**e. Department:**

**f. Organization:**

**g. Mailing Address:**

**h. City/State/Zip:**

**i. Phone Number:**

**j. Email Address:**

**k.** As the authorized representative of the Primary Applicant, I have read the requirements of the Greenspace Equity Program and I agree to complete the Project described herein in accordance with all applicable Local, State and Federal laws, statutes, and regulations, and with the attachments included herewith and made a part thereof. Further, as the Primary Applicant, I agree that the approved funds will be used for the purpose of acquiring and/or developing the Property described herein and I have the primary responsibility for maintaining the Project.

**Print Name:**

**Title/Organization:**

**Signature:**

**Date:**

**2a. Co-Applicant:**

**b. Federal ID #**

**c. Point of Contact Name:**

**d. Title:**

**e. Department:**

**f. Organization:**

**g. Mailing Address:**

**h. City/State/Zip:**

**i. Phone Number:**

**j. Email Address:**

**k.** As the authorized representative of the Co-Applicant, I have read the requirements of the Greenspace Equity Program and I agree to complete the Project described herein in accordance with all applicable Local, State and Federal laws, statutes, and regulations, and with the attachments included herewith and made a part thereof. Further, as the Co-Applicant, I agree that funds encumbered for the Project shall be remitted directly to the Primary Applicant as the entity acquiring and/or the property, and I will assume responsibility for maintaining the Project should the Primary Applicant is unable to do so for any reason.

**Print Name:**

**Title/Organization:**

**Signature:**

**Date:**

**PROGRAM ADMINISTRATIVE REVIEW** (DNR Use Only)

Date:

By:

**Department of Natural Resources – Greenspace Equity Program Approval:** BPW Approval Date:

BPW Agenda Item Number:

Signature:



# Accompanying Document Checklist:

## All Projects:

**Area map** (i.e. street map with the project location clearly identified)

**Site Plan** (where on the property will the work be completed)

**Deed/Property SDAT or Easement**

**Evidence of Partnership and Collaboration Among Local Governments, Land Trusts, Nongovernmental Organizations, and Community Organizations**

**Evidence of Support from the Local Government and Overburdened Community or Underserved Community in which the project will be located**

**Pre-Project photos**

## Acquisition Project Additional Documents:

**Two Independent Appraisals**

**Current Deed**

**Succession Plan** (Required if governmental agency is not an applicant)

(In the event the land trust ceases to exist or can no longer own or manage the property or steward the easement, please identify how the responsibility will be transferred to another viable and eligible entity.)

## Nongovernmental Organization:

### **Land Trusts**

**(Select one and provide documentation):**

Is a Qualified Organization under s.170(H)(3) of the Internal Revenue Code and any regulations adopted under that section;

Has executed a Cooperative Agreement with the Maryland Environmental Trust; or

Is an affordable housing land trust as defined in s.14-501 of the Real Property Article.

**Articles of Incorporation, Bylaws, etc.**

**Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))

**Nonprofits** (Provide documentation):

**Confirmation of nonprofit status 501(c)(3)**

**Articles of Incorporation, Bylaws, etc.**

**Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))

**Other Nongovernmental Organizations** (Provide typed documentation on separate paper):

**How is the applicant organized** (membership, leadership structure)

**Provide example(s) of other project(s) this applicant has completed**

**Articles of Incorporation, Bylaws, etc.**

**Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))