

Virginia Land Conservation Foundation Board of Trustees Meeting
Monday, November 3, 2025 – 2:00 p.m.

Richmond Library – Main Library Auditorium
101 East Franklin St, Richmond, VA 23219

AGENDA

Welcome

1. Secretary Call to Order, Introduction of Members, and Opening Remarks – *Stefanie Taillon, Secretary of Natural and Historic Resources*

Business and Financial Matters

2. Approval of Minutes from the June 3, 2025, Board Meeting – *Secretary Taillon*
3. Approval of New Policy for Virtual Meetings – *Secretary Taillon*
4. Financial Update: Virginia Land Conservation Fund – *Laura Ellis, Deputy Director for Administration and Finance, Department of Conservation and Recreation (DCR)*

Land Preservation Tax Credit Program (LPTC)

5. Update from the Department of Taxation – *Lore DeAstra, Land Preservation Tax Credit Analyst, Department of Taxation*
6. LPTC Program Transfer Fee Revenues – *Gina DiCicco, Land Conservation Specialist, DCR*
 - Approval of Distribution of the 2025 VLCF Stewardship Fund, pursuant to § 58.1-513

VLCF Grant Program

7. Approval of New Resolution Establishing an Official Process for Amending Awarded Grants – *Suzan Bulbulkaya, Land Conservation Manager, DCR*
8. Recently Completed VLCF Grant Projects– *Damian Martin, Land Conservation Specialist, DCR*
9. FY26 Grant Round
 - i. Grant Round Overview and Fiscal Plan Update: *Suzan Bulbulkaya, DCR*
 - ii. Presentation of Recommended Grant Applications from the Interagency Taskforce:

- Farmland Preservation – *Genette Harris, Working Lands Conservation Specialist, Department of Forestry (DOF)*
- Forestland Preservation – *Amanda Scheps, Program Manager, Office of Working Lands Preservation, DOF*
- Historic Areas Preservation – *Karri Richardson, Easement Program Specialist, Department of Historic Resources*
- Natural Area Protection – *Lesley Starke, Acting Director, Natural Heritage Program, DCR*
- Open Spaces and Parks – *Kristal McKelvey, Chief Recreation Grants Manager, Planning & Recreation Resources, DCR*

iii. Comments from Grant Applicants and the Public

iv. Board Discussion and Approval of FY26 Grant Awards

10. VLCF Deed Review and Verification of Required Property Protections – *Damian Martin, DCR*

Other Business

11. Public Comment

12. Adjourn

Virginia Land Conservation Foundation Board of Trustees

Chairman: The Honorable Stefanie Taillon, Secretary of Natural and Historic Resources

Vice Chair: Morgan Slaven

Member Ex Officio: The Honorable Matthew Lohr, Secretary of Agriculture and Forestry

Executive Secretary: Andrew Smith, Acting Director, Department of Conservation and Recreation

1st Congressional District Robert Beals	10 th Congressional District Bradley Gable
2 nd Congressional District Ryan Horsley	11 th Congressional District Michael Molina
3 rd Congressional District Brian Hallberg	Chief William “Frank” Adams
4 th Congressional District Stuart Leeth	The Honorable David W. Marsden
5 th Congressional District Kathleen Kilpatrick	The Honorable Richard H. Stuart
6 th Congressional District Morgan Slaven	Elizabeth Andrews
7 th Congressional District The Honorable Ed Scott	James Beamer
8 th Congressional District Gabriella Hoffman	Leslie Cockburn
9 th Congressional District Katie Lamb	Sonya Powell



**Virginia Land Conservation Foundation
Board of Trustees
Policy for Virtual Participation and All-Virtual Meetings**

November 3, 2025

Establishment of Policy

In accordance with § 2.2-3708.3 of the *Code of Virginia* (Code), the Virginia Land Conservation Foundation Board of Trustees (Board) establishes the following policy regarding remote participation for in-person meetings and for conducting all-virtual public meetings in compliance with the Virginia Freedom of Information Act (§ 2.2-3700 *et seq*).

Remote Participation

It is the policy of the Board that individual Board members may participate in meetings of the Board by electronic communication as permitted by § 2.2-3708.3 of the Code. This policy shall apply to the entire Board membership and without regard to the identity of the member requesting remote participation or matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Board to be physically assembled at the primary or central meeting location.ⁱ

Requests for remote participation shall be conveyed to staff of the Department of Conservation and Recreation (DCR), who shall relay such requests to the Board Chair.

Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 *et seq.* of the *Code of Virginia*). If a member's participation from a remote location is challenged, the Board shall vote on whether to allow such participation.

The requests for remote participation shall be recorded in the meeting minutes. If the Board votes to disapprove the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity. The minutes shall include other information as required by §§ 2.2-3707 and 2.2-3708.3 of the Code, depending on the type of remote participation or all-virtual public meeting.

As provided for in subsection B of § 2.2-3708.3 of the Code, there are four circumstances where individual members of the Board may participate from a remote location. The member must notify the Board Chair of one of the following four reasons for remote participation.

1. The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance;

2. A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance, or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held thereby preventing the member's physical attendance;
3. The member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; or
4. The member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. However, the member may only use remote participation due to personal matters of up to two meetings per calendar year, or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.ⁱⁱ

If an individual member remotely participates in a meeting, a general description of the remote location must be included in the minutes. (a specific address is not required). The remote location does not have to be open to the public.

If a member remotely participates due to a (i) temporary or permanent disability or other medical condition that prevented the member's physical attendance or (ii) a family member's medical condition that required the member to provide care for such family member, thereby preventing the member's physical attendance, that fact must be included in the minutes. It is not required to identify the specific disability or medical condition.

If a member remotely participates because the member's principal residence is more than 60 miles from the meeting location, the minutes must include that fact.

If a member remotely participates due to a personal matter, the minutes must include the specific nature of the personal matter cited by the member.

If remote participation by a member is disapproved because it would violate the participation policy adopted by the Board, such disapproval must be recorded in the minutes.

All-Virtual Public Meetings

It is also the policy of the Board that the Board may hold all-virtual public meetings pursuant to subsection C of § 2.2-3708.3 of the Code. The following provisions for all-virtual meetings under subsection C shall apply:

1. An indication of whether the meeting will be an in-person or all-virtual public meeting is included in the required meeting notice along with a statement notifying the public that the method by which the Board chooses to meet shall not be changed unless the Board provides a new meeting notice in accordance with the provisions of § 2.2-3707 of the Code;

2. Public access to an all-virtual meeting is provided via electronic communication means;
3. The electronic communication means used allows the public to hear all members of the Board participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members of the Board as well;
4. A phone number or other live contact information is provided to alert the Board if the audio or visual transmission of the meeting provided by the Board fails, the Board monitors such designated means of communication during the meeting, and the Board takes a recess until public access is restored if the transmission fails for the public;
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Board for a meeting is made available to the public in electronic format at the same time that such materials are provided to members of the Board.
6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those Board meetings when public comment is customarily received.
7. No more than two members of the Board are together in any one remote location unless that remote location is open to the public to physically access it;
8. If a closed session is held during an all-virtual public meeting, the transmission of the meeting to the public resumes before the Board votes to certify the closed meeting as required by subsection D of § 2.2-3712 of the Code;
9. The Board does not convene an all-virtual public meeting (i) more than two times per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and
10. Minutes of all-virtual public meetings held by electronic communication means are taken as required by § 2.2-3707 of the Code and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a member's participation from a remote location pursuant to these requirements is disapproved because such participation would violate the policy adopted pursuant to subsection D of § 2.2-3708.3 of the Code, such disapproval shall be recorded in the minutes with specificity.

Adoption

The Board adopted this Policy at its November 3, 2025, meeting at the Richmond Library. The Policy shall be included as Addendum A in the Board approved Bylaws and shall be re-adopted annually.

The Policy shall remain in effect until rescinded by the Board or until nullified or altered by amendments to the *Code of Virginia*.

Stefanie Taillon, Board Chair and Virginia Secretary of Natural and Historic Resources

ⁱ For purposes of determining whether a quorum is physically assembled, an individual member of a public body who is a person with a disability as defined in § [51.5-40.1](#) or is a caregiver for a person with a disability and uses remote participation counts toward the quorum as if the individual was physically present.

ⁱⁱ The Board interprets this limitation of 25% to mean that a member may participate in only one meeting remotely when the Board meets in person.

Update on the LPC Tax Credit Program

VLCF Board Meeting
November 3 , 2025

<u>Tax Year</u>	<u># of Credits</u>	<u># of Acres</u>	<u>Credit Amt Issued</u>
2000-2014	3,331	727,192	\$1,443,748,241
2015	182	42,362	\$48,625,672
2016	162	30,981	\$59,968,175
2017	200	49,127	\$75,000,000
2018	165	35,384	\$50,533,208
2019	193	34,677	\$75,000,000
2020	156	37,975	\$75,000,000
2021	183	41,859	\$75,000,000
2022	160	31,365	\$75,000,000
2023	168	37,482	\$75,000,000
2024	179	34,879	\$59,727,675
2025	62	10,431	\$50,331,564
Grand Total	5,141	1,113,714	\$2,162,934,535

a. No credit shall be allowed for any land or interest in land conveyed unless (i) for a conveyance made before January 1, 2020, a complete application for tax credit with regard to the conveyance has been filed with the Department by December 31 of the third year following the calendar year of the conveyance or (ii) for a conveyance made on or after January 1, 2020, a complete application for tax credit with regard to the conveyance has been filed with the Department by December 31 of the second year following the calendar year of the conveyance.

c. Beginning with calendar year 2015, the maximum amount of credits that may be issued in a calendar year shall not exceed \$75 million. In no case shall the Department issue any tax credit for a donation from any allocation or pool of tax credits attributable to a calendar year prior to the year in which the complete tax credit application for the donation was filed.

Land Preservation Transfer Fees

Revenue	June-25
Revenue Collected - Cardinal VGLR001 - fund 0216 RSC 02740	2,425,465
Less: Transfer to GF, Chapter 275, Item 3-101 paragraph S	-466,600
Net Revenue	1,958,865
Expenses	
Less: DCR Expenses	483,400
Less: TAX Expenses	542,061
Total Expenses	1,025,461
Revenue Less Expenses	933,403
50% of Total Revenue	979,432
Amount to Transfer	979,432

Virginia Tax Expenses

Description	Amount
Staff Salary and Benefits	475,587
Office of the Attorney General-Salary and Benefits	0
Non-personal Services (Appraisals etc.)	46,185
Total	521,772

Thank You!



Steve Klos

Director of Property Tax

Stephen.Klos@tax.virginia.gov



Lore DeAstra

Land Preservation Tax Credit Analyst

Lore.DeAstra@tax.virginia.gov

2025 Virginia Land Conservation Foundation Stewardship Fund				
	AGENCY NAME	NUMBER OF DONATIONS	% OF TOTAL DONATIONS	AMOUNT OF FUNDS
1	500-Year Forest Foundation	2	0.46%	\$4,539.66
2	Albemarle County	16	3.71%	\$36,317.29
3	Amherst County	2	0.46%	\$4,539.66
4	Black Family Land Trust	1	0.23%	\$2,269.83
5	Blue Ridge Foothills Conservancy	1	0.23%	\$2,269.83
6	Broad Water Innovations	1	0.23%	\$2,269.83
7	Capital Region Land Conservancy Inc	14	3.24%	\$31,777.63
8	Chesapeake Conservancy	1	0.23%	\$2,269.83
9	City of Franklin	1	0.23%	\$2,269.83
10	Clarke County	6	1.39%	\$13,618.98
11	Coastal Virginia Conservancy	2	0.46%	\$4,539.66
12	Culpeper Soil & Water Conservation District	1.5	0.35%	\$3,404.75
13	Eastern Shore Land Trust	2	0.46%	\$4,539.66
14	Ever Green Team	92	21.32%	\$208,824.44
15	Fauquier County	5	1.16%	\$11,349.15
16	Henricopolis Soil and Water Conservation District	0.5	0.12%	\$1,134.92
17	Historic Virginia Land Conservancy	4	0.93%	\$9,079.32
18	Land Savers United	20	4.63%	\$45,396.62
19	Land Trust of Virginia	50	11.59%	\$113,491.54
20	Middle Peninsula Chesapeake Bay Public Access Authority	1	0.23%	\$2,269.83
21	Monacan Soil & Water Conservation District	0.5	0.12%	\$1,134.92
22	New River Conservancy	1	0.23%	\$2,269.83
23	New River Land Trust	3	0.70%	\$6,809.49
24	Northern Neck Land Conservancy	12.5	2.90%	\$28,372.89
25	Northern Virginia Conservation Trust	5	1.16%	\$11,349.15
26	Old Dominion Land Conservancy, Inc.	33	7.65%	\$74,904.42
27	Piedmont Environmental Council	13.5	3.13%	\$30,642.72
28	Potomac Conservancy	1	0.23%	\$2,269.83
29	Shenandoah County	1.17	0.27%	\$2,648.13
30	Shenandoah National Park Trust	1	0.23%	\$2,269.83
31	Shenandoah Valley Battlefield Foundation	5.5	1.27%	\$12,484.07
32	Shenandoah Valley Conservancy (formerly Valley Conservation Council)	26.33	6.10%	\$59,772.21
33	The Humane Society Wildlife Land Trust	1	0.23%	\$2,269.83
34	The Nature Conservancy	2	0.46%	\$4,539.66
35	Town of Lovettsville	3	0.70%	\$6,809.49
36	Virginia Department of Forestry	14	3.24%	\$31,777.63
37	Virginia Department of Historic Resources	2	0.46%	\$4,539.66
38	Virginia Department of Wildlife Resources	2	0.46%	\$4,539.66
39	Virginia Eastern Shore Land Trust	2	0.46%	\$4,539.66
40	Virginia Outdoors Foundation	76	17.61%	\$172,507.14
41	Warren County	3	0.70%	\$6,809.49
	TOTALS	431.50	100.00%	\$979,432.00

**Virginia Land Conservation Foundation
Board of Trustees**

**Resolution to Establish Protocol to Approve Changes of Scope
for Previously Awarded Grants**

November 3, 2025

WHEREAS, pursuant to Title 10.1. Conservation, Chapter 10.2 of the Code of Virginia (the “VLCF Code”), the Virginia Land Conservation Foundation (“VLCF”) Board of Trustees (the” Board”) awards competitive grants for the perpetual conservation of lands throughout Virginia;

WHEREAS, the Board awards grants for projects based on the scoring of applications and their competitive ranking. The resulting grant agreements require grantees to conserve the property presented in the applications, which earned the scores that garnered grant funding;

WHEREAS, during the preparation of required due diligence documents, some grantees may discover that more or less acreage than what was included in their grant agreement is in fact available to be conserved. This may occur after obtaining the property boundary survey, or title work;

WHEREAS, the Board recognizes that a discovery of more acreage than what was included in a grant agreement, increasing conserved lands, supports the objectives of the Board and does not require further Board action;

WHEREAS, the Board recognizes that due to circumstances beyond the control of VLCF grant awardees, awardees may require more time that has typically been needed to obtain required document review and approval from program administrators and delivery of funds under other partner programs;

WHEREAS, the Board desires to establish this official procedure for the amendment of previously awarded grants to change the scope of the grant award by modifying the terms to accomplish VLCF’s goal of implementing the original projects to the greatest extent possible enabling such projects to serve their purposes of the “protection or preservation of ecological, cultural or historical resources, lands for recreational purposes, and lands for threatened or endangered species, fish and wildlife habitat, natural areas, agricultural and forestal lands and open space.”

NOW THEREFORE BE IT RESOLVED, that the Board adopts the following policy and process if a grantee presents a change in scope to acquire less acreage for a previously awarded VLCF grant:

Adjustments to Project Acreage that Result in a Reduction of Acres Conserved

1. To adjust the acreage of a project to conserve less acreage than what was included in the grant agreement, the grantee must share with VLCF grant managers adequate information and a revised budget to justify and seek a change of scope. All requests for changes in scope must be submitted to the VLCF grant manager.
2. The Director of the Department of Conservation & Recreation, or their designee, may have the authority to review and approve any change in scope that is the greater of either 25 acres or less, or 10 percent or less than what was originally included in the grant agreement.
3. The Secretary of Natural and Historic Resources may have the authority to review and approve any change in scope that is the greater of more than 25 acres or more than 10 percent, but not more than 20 percent, of the acreage in the grant agreement.
4. Any change in scope that is either more than 25 acres or more than 20 percent of what was originally included in the grant agreement shall be heard by the VLCF Board.
5. A grantee may appeal the decision of the Director of the Department of Conservation & Recreation, or their designee, or the decision of the Secretary of Natural and Historic Resources to the VLCF Board. All decisions of the VLCF Board related to scope changes shall be final.
6. Any grantee desiring to appeal a scope change decision or requiring the review of the VLCF Board must submit all required materials no less than 45 days prior to the meeting of the VLCF Board. The VLCF Board has the discretion to schedule a meeting at the call of the chair to review scope change requests or appeals.

BE IT FURTHER RESOLVED, that:

1. Nothing in this Resolution shall be interpreted in any manner that is inconsistent with the Code of Virginia or established rules and regulations related to VLCF grants.
2. Scope adjustments may require modifications to the Grant Agreement and/or applicable VLCF Grant Manual for the amended project. Any such modifications to the terms of a Grant Agreement or Grant Manual shall be limited to only those necessary to carry out the purposes of this Resolution and all other terms shall remain unchanged.
3. Any modifications authorized by this Resolution shall be documented in a writing referencing this Resolution and signed by: (i) the VLCF grant awardee and (ii) either the Secretary of

Natural and Historic Resources or the Director of the Virginia Department of Conservation & Recreation or their designee.

Adoption

The VLCF Board adopted this Resolution at its November 3, 2025, meeting at the Richmond Library. The Policy shall be included as Addendum B in the Board approved Bylaws.

The Policy shall remain in effect until rescinded by the Board or until nullified or altered by amendments to the *Code of Virginia*.

Stefanie Taillon, Board Chair and Virginia Secretary of Natural and Historic Resources

Summary of VLCF Resolution to Amend Grants			
Issue to be Addressed	Entity to Approve		
	Staff	SNHR	VLCF Board
Less Acreage	The greater of 0 to 10% or up to 25 acres	10 to 20% and more than 25 acres	20% or more and more than 25 acres

Status Report on VLCF Grant Projects

November 3, 2025

Recently Completed Projects

The following 6 VLCF grant projects have successfully closed since the VLCF Board meeting on June 3, 2025.

1. American Battlefield Trust – Mauller Tract (FY2023)

The American Battlefield Trust has acquired the three-acre Mauller Tract near Manassas in Prince William County and recorded a historic preservation and open-space easement held by the Virginia Board of Historic Resources. The tract is located entirely within the Core Area of the Second Manassas Battlefield and is adjacent to the Manassas National Battlefield Park. The property is mostly open with scattered trees and includes 423 feet of an intermittent stream. The Trust intends to restore the tract to a natural state by demolishing the existing structures and offer periodic tours to the public.

Grant Award: \$253,439; **Payment Amount:** \$253,439; **Match:** \$336,453; **Project Closed:** August 2025

2. Capital Region Land Conservancy – Mayo's Island (FY2023)

Since the 1980s, the City of Richmond sought to acquire the 14-acre Mayo's Island property located in the James River for a public park. Mayo's Island holds a significant historical legacy dating back to the 18th century when the first bridge was built linking the north and south sides of the James River. Since then, the island has been used for industrial, commercial, and recreational purposes. The city's acquisition and conservation of Mayo's Island was accomplished by assembling funding from the Community Flood Preparedness Fund, VLCF, and the State Clean Water Revolving Loan Fund. This achievement bolsters the outdoor recreation economy in downtown Richmond. Capital Region Land Conservancy and DCR now co-hold an easement on the island.

Grant Award: \$1,500,000; **Payment Amount:** \$1,500,000; **Match:** \$10,781,561; **Project Closed:** September 2025

3. Trust for Public Land – Lower Potomac River Corridor (FY2024)

The Lower Potomac River Corridor project conserved 304 acres of farmland in Westmoreland County. These two adjoining farms are located along the Potomac River and Popes Creek directly across from and within the viewshed of the George Washington Birthplace National Monument, a unit of the National Park Service. The Trust for Public Land (TPL) received the VLCF grant, and in partnership with the landowners, the Virginia Outdoors Foundation, and the

US Navy acquired open-space easements on the two farms to be co-held by VOF and the Navy. These farms are now part of a complex of contiguous farmland, forests and wetlands protected through conservation easements, collectively amounting to 2,700-acres, and link to another 3,000 acres of public and privately conserved land, including the GW Birthplace National Monument, Westmoreland State Park, and Stratford Hall National Historic Landmark. These conserved lands now extend for eight miles along the Potomac River.

Grant Award: \$585,000; **Payment Amount:** \$585,000; **Match:** \$2,379,548; **Project Closed:** July 2025

4. Franklin Parks Foundation – Deer Creek (FY2024)

The Franklin Parks Foundation, in partnership with the Virginia Outdoors Foundation and the City of Franklin, acquired and conserved 99.76 acres with frontage on the state scenic Blackwater River. VOF now holds an easement on the parcel. This project adds additional parkland to the adjacent Blackwater Park with a primitive camp site and boat launch. The property contains old growth hardwood bottomlands and sits at the intersection of two important Natural Heritage sites, the Blackwater River Main Stem Conservation Site and the Antioch Swamp Stream Conservation unit and supports several rare species and significant natural communities including anadromous fish and colonial water birds. The wetland forests rank high on over 60 acres of river frontage. The park will be open daily to the public.

Grant Award: \$180,000; **Payment Amount:** \$180,000; **Match:** \$1,028,177; **Project Closed:** July 2025

5. Department of Forestry – Tank Hill (FY2025)

The Department of Forestry secured a 1,486-acre open space easement to protect working forestland in Dinwiddie County with the assistance of a VLCF grant from FY25. The easement also protects riparian lands along White Oak Creek, designated as Threatened & Endangered Species Waters by the Department of Wildlife Resources due to the presence of Roanoke Logperch, a state and federally endangered fish. The landowner plans to keep the land as working forestland and has removed the possibility of major development. The project aligns with the locality's comprehensive plan, the Virginia Outdoors Plan, and efforts to protect the flight path between Ft. Barfoot and Ft. Gregg-Adams. This project doubles VLCF's acres protected in Dinwiddie County.

Grant Award: \$810,000; **Payment Amount:** \$810,000; **Match:** \$2,240,915; **Project Closed:** September 2025

6. Department of Conservation and Recreation – Lake Caledon – Caledon State Park Expansion (FY2025)

The Lake Caledon acquisition, supporting the expansion of Caledon State Park, increased the State Park by nearly 20% through a Department of Conservation and Recreation (DCR) partnership with the Trust for Public Land (TPL) and the US Navy. The 471-acre lakefront property in King George County was a long-standing acquisition priority for DCR, the Friends of Caledon State Park, and King George County. The property is an undeveloped, mostly forested tract immediately south of Caledon State Park that was slated for a residential subdivision before TPL secured a purchase agreement with the owners. This expansion of Caledon State Park, a designated National Natural Landmark, increases recreational opportunities such as camping, hiking, fishing, canoeing, kayaking, and the potential for overnight lodging. The project will also protect and enhance the visitor experience along the Dahlgren Railroad Heritage Trail, a designated National Recreation Trail and State Route 218, a Virginia Scenic Byway.

Grant Award: \$500,000; **Payment amount:** \$500,000; **Match:** \$5,562,021; **Project closed:** October 2025

Withdrawn VLCF Grant Projects

Two VLCF grant projects have been withdrawn since the Board's last meeting.

1. The Nature Conservancy – Gent Branch – Elk Conservation Area (FY2023)

The Nature Conservancy sought to conserve approximately 179 acres Buchanan County for an elk conservation area. The project was withdrawn in late July after the landowners were unable to convey a good, insurable, and marketable fee simple title to the property.

Grant Award: \$71,937. **Note:** Funds will be returned to the Open Spaces and Parks Category.

2. Department of Conservation and Recreation – Difficult Creek Natural Area Preserve - Browne Farm (FY2024)

Natural Heritage requested a grant to acquire approximately 45 acres as an addition to the Difficult Creek Natural Area Preserve in Halifax County. This project was withdrawn in mid-September 2025 after the landowner sold the property to an individual that did not intend to sell the land to DCR for a Natural Area Preserve.

Grant Award: \$250,000. **Note:** Funds will be returned to the Natural Areas Preservation Category

Summary of Open VLCF Grants

- For the FY23 grant round, 14 of the 40 grants awarded remain open.
- For the FY24 grant round, 16 of the 29 grants awarded remain open.
- For the FY25 grant round, 24 of the 28 grants awarded remain open.
- Currently, we are managing a total of 54 open grants with a total value of \$26,071,594.

VIRGINIA LAND CONSERVATION FOUNDATION
Proposed Grant Funding Plan for FY26
November 3, 2025

FUNDING CATEGORIES	FY25 Budget Bill Chapt. 2, Item 360 A.1. \$16,000,000	Interest through June 1, 2025 \$1,000,000	Unspent Grant Funds Reallocated June 3, 2025	Unspent Grant Funds to be Approved	TOTALS Available
I. VOF Open-Space Lands Preservation Trust Fund (25% per § 10.1-1020 C.)	\$4,000,000	\$250,000	N/A	N/A	VOF PTF: \$4,250,000
II. Grant Program					VLCF Grant Round
(i) Farmland Preservation	\$2,400,000	\$150,000	\$0	\$0	\$2,550,000
(ii) Forestland Preservation	\$2,400,000	\$150,000	\$1,379,536	\$0	\$3,929,536
(iii) Historic Area Preservation	\$2,400,000	\$150,000	\$5,363	\$171,600	\$2,555,363 \$2,726,963
(iv) Natural Area Preservation	\$2,400,000	\$150,000	\$288,235	\$250,000	\$2,838,235 \$3,088,235
(v) Open Spaces and Parks	\$2,400,000	\$150,000	\$893,747	\$71,937	\$3,443,747 \$3,515,684
TOTAL for Grant Round	\$12,000,000	\$750,000	\$2,566,881	\$493,537	\$15,316,881 \$15,810,418
Summary of Additional Unspent Grant Funds					
Farmland Preservation	\$0	N/A			
Forestland Preservation	\$1,379,536	<u>Withdrawn:</u> FY22 DOF, Poplar Hollow \$300,000 . FY24 DWR, Eastern Shore Initiative Ph. III \$441,300 . FY24 DOF, Poplar Hollow (Supplemental Funding) \$250,000 . FY24 DWR, Eastern Shore Initiative Ph. II \$300,000 . <u>Unexpended Remainder:</u> FY22 The Conservation Fund, Roanoke River Working Forest \$88,236 .			
Historic Area Preservation	\$5,363 \$176,963	<u>Unexpended Remainder:</u> FY24 American Battlefield Trust, Brandy Rock Farm I Tract at Brandy Station Battlefield \$5,363 . <u>Returned Funds:</u> CRLC, Malvern Hill FY18 and 5270 New Market Road FY23 \$171,600 .			
Natural Area Preservation	\$288,235 \$538,235	<u>Withdrawn:</u> FY22 DCR-DNH, Chestnut Creek \$165,000 ; FY24 DCR-DNH, Difficult Creek NAP – Browne Farm \$250,000 . <u>Unexpended Remainder:</u> FY22 DCR-DNH, Pedlar Hills \$18,201 . FY23 DCR-DNH, Crow's Nest (Accokeek Bottomlands) \$90,354 . FY23 DCR-DNH, Deep Run Ponds (Kaylor) \$14,680 .			
Open Spaces and Parks	\$893,747 \$965,684	<u>Withdrawn:</u> FY23 TNC, Gent Branch – Elk Conservation Area \$71,937 ; FY24 DWR, Eastern Shore Initiative Ph. III \$8,700 (funded from two categories). FY25 City of Chesapeake, City of Chesapeake OSP \$800,000 . <u>Unexpended Remainder:</u> FY22 CRLC, Brander Street \$85,047 .			

Chapter 725, Item 360 of the Budget Bill, 2025

A.1. Included in the amounts for Preservation of Open Space Lands is \$16,000,000 the first year and \$16,000,000 the second year from the general fund to be deposited into the Virginia Land Conservation Fund, § 10.1-1020, Code of Virginia. No less than 50 percent of the appropriations remaining after the transfer to the Virginia Outdoors Foundation's Open-Space Lands Preservation Trust fund has been satisfied are to be used for grants for fee simple acquisitions with public access or acquisitions of easements with public access. This appropriation shall be deemed sufficient to meet the provisions of § 2.2-1509.4, Code of Virginia. **[Grant Funds]**

2. Included in the amounts for Preservation of Open Space Lands is \$1,500,000 the first year and \$1,500,000 the second year from nongeneral funds to be deposited into the Virginia Land Conservation Fund to be distributed by the Virginia Land Conservation Foundation pursuant to the provisions of § 58.1-513, Code of Virginia. [**Stewardship Funds**]

FY26 VLCF Grant Round Applications - Recommendations of the InterAgency Task Force											Additional Scoring Criteria Points																						
Count	Applicant	Project Name	Acquisition or Easement	Acres	Project Location	Primary Category Score	Secondary Category	Secondary Category Score	Category Conserve-Virginia Score	Confirmed Intersections with ConserveVa	Public Access	VOP Need	Recreation Access Model Need	Protection of Cultural Re-sources	Under-served Commu-nities	Additional Conserve-Va Values	Water Quality Benefit	Fish and Wildlife Values + Protection of Wildlife Corridors	Match Ratio	Prog-ress Reports	TOTAL SCORE	Total Project Cost	Requested Amount	Primary Category Recommended Grant Amount	Secondary Category Recommended Grant Amount	TOTAL RECOMMENDED GRANT AMOUNT	Percent of Request Rec. for Funding	Grant Award Amounts (11/03/2025)	Va. House District	Va. Senate District	Congressi-onal District		
	Farmland Preservation Amount Available: \$2,550,000					Max. 80 points			Max. 20 points		Max 10	Max 3	Max 3	Max 10	Max 10	Max 12	Max 20	Max 20	Max 3	Max 0	Max 191 points	Farmland Preservation Total Available:		\$2,550,000									
1	Land Trust of Virginia	Avalon Land, LLC	Easement	81.29	Nelson County	55.05	Historic Area Preservation	N/A	5.24	Ag, Scenic, Hist	2	3	0	6	5	4	15	5	0	0	100.29	\$257,000	\$121,750	\$121,750	N/A	\$121,750	100%		3	11	5		
2	American Battlefield Trust	Calloway Tract at Brandy Station Battlefield	Easement	475.87	Culpeper County	54.28	Historic Area Preservation	50	0.08	Ag, Scenic, NatHab, Hist	2	3	0	8	5	6	0	17	0	0	95.36	\$1,758,000	\$879,000	\$504,578	\$374,422	\$879,000	100%		62	28	7		
3	Virginia Outdoors Foundation	Bryant Land Company	Easement	402.00	Southampton County	51.33	Forestland Preservation	34.7	0	None	2	2	0	0	8	0	20	9	2	0	94.33	\$940,600	\$225,000	\$224,114	\$886	\$225,000	100%		83	18	4		
4	Clarke County	Windfield Farm	Easement	126.63	Clarke County	51.25	Forestland Preservation	32.04	2.1	Ag, WatQual, Scenic, Flood	2	3	0	8	0	2	12	9	2	0	91.35	\$510,500	\$200,000	\$200,000	N/A	\$200,000	100%		31	1	6		
5	Virginia Outdoors Foundation	Parkland Farms	Easement	949.67	Mecklenburg County	59.3	None	N/A	4.5	Ag	2	2	0	0	5	0	7	9	0	0	88.80	\$2,727,000	\$1,402,000	\$751,753	N/A	\$751,753	54%		50	9	5		
6	American Battlefield Trust	Brandy Rock Farm Tract at Brandy Station Battlefield	Easement	225.80	Culpeper County	55.88	Historic Area Preservation	42	0.78	Ag, Hist, WatQual	2	3	0	0	5	2	0	9	2	0	79.66	\$2,473,910	\$636,405	\$636,405	\$0	\$636,405	100%		62	28	7		
7	Stafford County	Stafford County - Pagnotta Property	Easement	35.40	Stafford County	27.82	Forestland Preservation	N/A	0	None	0	3	0	0	0	0	11	13	0	0	54.82	\$308,000	\$154,000	\$0	\$0	\$0	0%		64	27	7		
8	Stafford County	Stafford County - Schenemann Property	Easement	20.00	Stafford County	20.27	Forestland Preservation	N/A	0	None	2	3	0	0	1	0	10	13	0	0	49.27	\$241,900	\$120,950	\$0	\$0	\$0	0%		65	27	7		
9	Stafford County	Stafford County - Daniel and Pamela Bell Farm	Easement	20.00	Stafford County	42.21	Forestland Preservation	N/A	0	None	2	3	0	0	0	0	0	0	1	0	48.21	\$222,800	\$111,400	\$111,400	N/A	\$111,400	100%		65	27	7		
Total Farmland Acres:				2,336.66																	Total Farmland:	\$9,439,710	\$3,850,505	\$2,550,000	\$375,308	\$2,925,308		\$0					
NOTE: \$886 leftover funding allocated to Farmland Category																																	
	Forestland Preservation Amount Available: \$3,929,536					Max. 80 points			Max. 20 points		Max 10	Max 3	Max 3	Max 10	Max 10	Max 12	Max 20	Max 20	Max 3	Max 0	Max 191 points	Forestland Conservation Total Available:		\$3,929,536									
1	Virginia Outdoors Foundation	Henry W. Carneal	Easement	563.00	Smyth County & Washington County	39.45	Open Spaces & Parks	22	0	ProtLnd, NatHab, Hist, Flood	10	2	2	10	5	6	20	17	2	0	113.45	\$839,750	\$281,150	\$281,150	N/A	\$281,150	100%		44	6	9		
2	The Conservation Fund	Conservation and Cultural Access in Amherst County	Easement	421.25	Amherst County	36.78	None	N/A	17.5	For, NatHab	3	3	0	10	8	2	12	14	0	0	106.28	\$575,000	\$287,500	\$287,500	N/A	\$287,500	100%		53	11	5		
3	Monacan Indian Nation	Preserving Bear Mountain	Fee Acquisition	339.40	Amherst County	33.85	None	N/A	18.27	For, NatHab	3	3	3	10	8	2	7	14	0	0	102.12	\$1,800,000	\$1,210,000	\$1,210,000	N/A	\$1,210,000	100%		53	11	5		
4	Virginia Outdoors Foundation	Darden Farms	Easement	1,052.68	Southampton County	58.04	Farmland Preservation	N/A	0.23	Ag, ProtLand, NatHab, Flood	2	2	0	0	5	0	17	11	2	0	97.27	\$2,874,100	\$775,000	\$775,000	N/A	\$775,000	100%		83	18	4		
5	Friends of Dragon Run	Closing the Gap: Dragon Run Conservation & Wildlife Corridor	Fee/Easement	240.58	King and Queen County	22.15	None	N/A	0	Scenic, ProtLand, NatHab, Flood	3	3	0	10	5	8	20	20	0	0	91.15	\$988,000	\$475,000	\$475,000	N/A	\$475,000	100%		68	25	1		
6	Virginia Department of Forestry	Threewitts Farm LLC	Easement	672.00	Surry County	38.06	Farmland Preservation	N/A	0	ProtLand, NatHab, Flood	2	3	0	0	5	4	20	9	2	0	83.06	\$1,735,600	\$450,000	\$450,000	N/A	\$450,000	100%		82	13	4		
7	Virginia Department of Forestry	Hunting Quarter Farm	Easement	662.00	Sussex County	32.67	Farmland Preservation	N/A	0	ProtLnd, NatHab, Hist, WQ	2	0	0	0	5	6	20	17	0	0	82.67	\$991,100	\$450,000	\$450,000	N/A	\$450,000	100%		83	13	4		
Total Forest Conservation Acres:				3,950.91																	Total Forestland:	\$9,803,550	\$3,928,650	\$3,928,650		\$3,928,650		\$0					
NOTE: \$886 leftover funding allocated to Farmland Category																																	
	Historic Area Preservation Amount Available: \$2,726,963 (\$2,555,363 + \$171,600 reallocated funds pending approval)					Max. 80 points			Max. 20 points		Max 10	Max 3	Max 3	Max 10	Max 10	Max 12	Max 20	Max 20	Max 3	Max 0	Max 191 points	Historic Area Preservation Total Available:		\$2,726,963									
1	American Battlefield Trust	Hylton Tract at Bristoe Station	Fee/Easement	152.18	Prince William County	68	Farmland Preservation	N/A	20	Hist, Scenic	10	3	2	10	0	2	0	9	3	0	127.00	\$8,482,475	\$1,100,000	\$1,100,000	N/A	\$1,100,000	100%		22	29	10		
2	The Archaeological Conservancy	Preservation of the Martin Indigenous Archaeological Site	Fee/Easement	16.26	Wythe County	74	None	N/A	12.4	Ag, Scenic, Hist	3	2	0	2	5	4	3	10	0	0	115.40	\$584,900	\$292,250	\$292,250	N/A	\$292,250	100%		46	7	9		
3	Shenandoah Valley Battlefields Foundation	Pappas Tract - Fisher's Hill Battlefield	Easement	110.50	Shenandoah County	58	Open Spaces & Parks	50	8.86	Hist	10	2	2	0	0	0	20	6	0	-3	103.86	\$620,632	\$310,316	\$310,316	N/A	\$310,316	100%		33	1	6		
4	Shenandoah Valley Battlefields Foundation	Shiflett II Tract - Piedmont Battlefield	Easement	87.71	Augusta County	53	Open Spaces & Parks	40	19.92	Ag, Hist	10	2	0	5	0	2	7	2	0	-3	97.92	\$1,016,550	\$508,275	\$508,275	N/A	\$508,275	100%		35	2	6		
5	Richmond Battlefields Association, Inc.	Goodale I & Deane I Tract	Easement	14.10	Henrico County	55	Forestland Preservation	N/A	0.11	Hist	3	2	0	7	0	0	10	3	0	0	80.11	\$283,400	\$141,700	\$141,700	N/A	\$141,700	100%		81	13	4		
6	Cedar Creek Battlefield Foundation	Elmore Tract (unable to complete scoring due to incomplete application)	Fee Acquisition	5.10	Frederick County	35	Open Spaces & Parks	27	0		10	0	0	2	0	0	0	2	0	0	49.00	\$461,500	\$232,000	\$0	N/A	\$0	0%		31	1	6		
Total Historic Preservation Acres:				385.85																	Total Historic:	\$11,449,457	\$2,584,541	\$2,352,541		\$2,352,541		\$0					
NOTE: \$374,422 leftover funding allocated to Farmland Category																																	
	Natural Area Preservation Amount Available: \$3,088,235 (\$2,838,235 + \$250,000 reallocated funds pending approval)					Max. 80 points			Max. 20 points		Max 10	Max 3	Max 3	Max 10	Max 10	Max 12	Max 20	Max 20	Max 3	Max 0	Max 191 points	Natural Area Protection Total Available:		\$3,088,235									
1	Va. Dept. of Conservation and Recreation - DNH	Piney Grove Flatwoods Natural Area Preserve-Luster Tract Addition - WITHDRAWN	Fee Acquisition	44.00	Sussex County	70.1	None	N/A	18.86	ProtLnd, NatHab, Flood, WQ	10	3	0	0	5	6	10	10	0	0	132.96	\$312,000	\$312,000	\$312,000	N/A	\$312,000	100%		75	18	4		
2	Va. Dept. of Conservation and Recreation - DNH	Difficult Creek Natural Area Preserve-Bournes Addition	Fee Acquisition	23.50	Halifax County	64.4	None	N/A	20	ProtLand, NatHab, Flood	10	3	0	0	8	4	10	10	0	0	129.40	\$120,000	\$120,000	\$120,000	N/A	\$120,000	100%		50	9	5		
3	Virginia Outdoors Foundation	Bull Run Mountains Natural Area Preserve Addition (Highpoint Lane Parcel)	Fee Acquisition	5.49	Fauquier County	75.8	None	N/A	18.8	ProtLand, NatHab, Flood	3	2	0	8	5	4	0	5	0	0	121.60	\$411,000	\$411,000	\$411,000	N/A	\$411,000	100%		30	31	10		
4	Va. Dept. of Conservation and Recreation - DNH	Eastern Divide South - Hagan Tract Addition (supplemental funding)	Fee Acquisition	104.00	Montgomery County	69	None	N/A	20	NatHab, Flood	2	3	0	0	3	2	10	9	0	0	118.00	\$2,350,000	\$1,074,781	\$1,074,781	N/A	\$1,074,781	100%		41	4	9		
5	Va. Dept. of Conservation and Recreation - DNH	South Quay Sandhills Natural Area Preserve-Phase 1 Addition (supplemental funding)	Fee Acquisition	846.00	Suffolk City	30.12	None	N/A	17.93	ProtLnd, NatHab, Flood, WQ	10	2	2	2	5	6	20	20	0	0	115.05	\$3,065,000	\$1,765,000	\$1,482,454	N/A	\$1,482,454	84%		89	17	2		
Total Natural Area Protection Acres:				1,022.99																	Total Natural Area:	\$6,258,000	\$3,682,781	\$3,088,235		\$3,400,235		\$0					
NOTE: \$374,422 leftover funding allocated to Farmland Category																																	
	Open Spaces & Parks Amount Available: \$3,515,684 (\$3,443,747 + \$71,937 reallocated funds pending approval)					Max. 90 points			Max. 10 points		Max 10	Max 3	Max 3	Max 10	Max 10	Max 12	Max 20																

												Additional Scoring Criteria Points																						
Count	Applicant	Project Name	Acquisition or Easement	Acres	Project Location	Primary Category Score	Secondary Category	Secondary Category Score	Category Conserve-Virginia Score	Confirmed Intersections with ConserveVa	Public Access	VOP Need	Recreation Access Model Need	Protection of Cultural Resources	Under-served Communities	Additional Conserve-Va Values	Water Quality Benefit	Fish and Wildlife Values + Protection of Wildlife Corridors	Match Ratio	Prog-ress Reports	TOTAL SCORE	Total Project Cost	Requested Amount	Primary Category Recommended Grant Amount	Secondary Category Recommended Grant Amount	TOTAL RECOMMENDED GRANT AMOUNT	Percent of Request Rec. for Funding	Grant Award Amounts (11/03/2025)	Va. House District	Va. Senate District	Congressional District			
5	County of Augusta	Riverheads School Complex - Adjacent Property	Fee Acquisition	24.59	Augusta County	38	None	N/A	0	None	10	3	2	10	5	0	0	1	0	0	69.00	\$570,950	\$285,475	\$285,475	N/A	\$285,475	100%		36	3	6			
Total Open Spaces & Parks Acres:				1,014.59																Total Open Spaces & Parks:		\$6,854,550	\$3,165,875	\$3,165,875		\$3,165,875		\$0						
NOTE: \$349,809 balance to FY27 Open Spaces & Parks category																																		
32	<<< Total # Grant Applications FY26	Total Acreage for FY26 Grant Applications:			8,711.00																Totals for FY26 Grant Applications:			\$43,805,267	\$17,212,352	\$15,085,301		\$15,772,609		\$0				

VLCF Deed Review Process

When reviewing conservation easements and deeds of acquisition with open-space dedications, Office of Land Conservation (OLC) staff consults the following:

- Deed requirements per the VLCF Grant Manual;
- Terms and conditions in the VLCF Grant Agreement; and
- Terms and protections established in the VLCF application³

OLC staff reviews each draft deed, citing all references to the requirements, and makes comments and edits using “track changes” to the draft deed provided by the grantee. The edited draft, initially reviewed and edited by Land Conservation Specialist Damian Martin or Grants Manager Linda Crowe, is sent to Land Conservation Manager Suzan Bulbulkaya for further review. OLC staff shares feedback on the deed and works with the grantee to bring the document into compliance with the VLCF requirements. Deeds are not to be recorded until they are approved by Ms. Bulbulkaya.

This document outlines the VLCF deed requirements from the three sources listed above, provides information on the internal deed review process (page 4), and includes examples of common edits that we make on conservation and open-space easements, and open-space dedications for fee acquisition projects (page 5).

Additionally, Appendix A includes our grant close-out template used to track required due diligence items for each project prior to disbursing grant funds (page 8). Appendix B includes our “Eligible Grant Costs Spreadsheet” and “Payment Worksheet” used to track project expenses and to ensure the VLCF grant reimbursement payment does not exceed actual expenditures of the grantee or the amount of the grant award (page 9).

Deed Requirements per the VLCF Grant Manual and the Grant Agreement

The following requirements are listed in the grant manual and in the VLCF Grant Agreements.

“Grant Program Overview” (Pages 2-3 in the FY26 Grant Manual)

- All conservation values identified by the applicant in the grant application must be protected in the easement.

“Project Requirements” (Pages 5-6 in the FY26 Grant Manual)

- Language that states that the property will be taken under the Open-Space Land Act, Va. Code §§ 10.1-1700 through 10.1-1705.1, and that the protection is perpetual in nature and not extinguishable except pursuant to the provisions of the Open-Space Land Act.
- Language that states that if a conversion or diversion occurs or, in the case of an easement, an extinguishment of the easement occurs, the VLCF must be reimbursed for the loss of conserved land.

“Additional ConserveVirginia Values” (Pages 36-37 in the FY26 Grant Manual)

- If the project intersects a layer of ConserveVirginia beyond that of the primary category and the application indicates that the landowner will protect the conservation values of those layers, then those respective resources must be protected in perpetuity using [ConserveVirginia Deed Review Criteria](#).

“Appendix D – Required Property Protections and Vegetated Riparian Buffer Information” (Page 41 in the FY26 Grant Manual)

- Limitations on placement of utilities.
- Impervious surface cap limited to 1% of the area of the property (with exceptions).
- Written Agricultural Conservation Plan (if applicable).
- Written Forest Management Plans (if applicable, and with exceptions).
- Vegetated Riparian Buffers and Wetland Area protections:
 - Minimum width of vegetated buffers is 35 feet
 - Livestock exclusion
 - Mowing limited to three times per calendar year
 - No earth-disturbing activities (with exceptions), plowing, and dumping prohibited
 - No new buildings, structures, roads, or other impervious surfaces
 - Limited number of docks, boat launches, and stream crossings

Deed Terms and Provisions Established in the VLCF Application

VLCF applicants are given the option to include additional protections beyond those that are required in the Grant Manual. Those additional protections may improve the score and subsequently impact the funding of projects. If included in the application, the following items will be required to be addressed in the deed.

- ConserveVirginia layers (refer to ConserveVirginia Deed Review Criteria)
- Public access – number of days

- Length of water resources present and buffer width (and if forested)
 - Forested acreage and percentage to remain forested in perpetuity
 - Other terms included in the application that garner points such as cultural resource protections, habitat protections, etc.
-

Deed Review Document

Staff begins the review using a “Deed Review” Word document for each project. This document lists the standard required deed terms and those included in the application, and identifies where each provision is addressed in the deed (Section, page). This review template is a means to ensure that all required deed terms are included and serves as a central place to make notes on a project.

(See template on the next page)



DEED REVIEW

[Date]

Category:

Project: (####) FY2#

Applicant: Applicant Name

Easement Holder: (Organization)

Grant Amount: \$##,###

Project description

_____ acres in _____ County

Terms in Application

- Riparian Buffers: ##' (forested)
- Forested acres in perpetuity (if Forestland category): ### acres (% of forestland)
- Public Access: ### days
- Other terms (impervious surface limitation, historic, activities, etc.)
- ConserveVirginia Layers requiring deed protections (see .pdf for deed terms):
 - ☐ Agriculture & Forestry
 - ☐ Natural Habitat and Ecosystem Diversity
 - ☐ Floodplains and Flooding Resilience
 - ☐ Cultural and Historic
 - ☐ Scenic
 - ☐ Protected Landscapes
 - ☐ Water Quality

Deed Language

- ☐ OSLA Reference: Recital ##, page ##
- ☐ VLCF Code and Grant Agreement: Recital ##, page ##
- ☐ Riparian Buffer Language: Section #, page ##
 - Forested?
 - Livestock exclusion
 - Limited stream crossings
 - Mowing 3 times/yr.
- ☐ Ag. Plan: Section #, page ##

- ☐ Forestry Plan: Section #, page ##
- ☐ Public Access: Section #, page ##
- ☐ Impervious surface limitation (Section #, page ##)
- ☐ Conversion, Diversion, Extinguishment: Section #, page ##
 - ☐ VLCF Reimbursement
- ☐ Baseline Documentation Report
- ☐ Exhibits

NOTES:

Deed Review Tracking

Staff keeps track of the deed review process for each project in the “VLCF Combo Tracking Spreadsheet” in the shared drive.

Project Name	Date Rec'd	Date Reviewed	Date to Su	Date Discussed	Date Sent Back	Date Follow-up Deed Rec'd	Date Reviewed and Discussed	Date Sent Back	Date Final Deed Received	Date Final Deed Compared
Brandy Rock Farm I (ABT)	11/19/2024	11/20/2024	11/20/2024	11/24/2024	12/3/2024	xxx	xxx	xxx	12/13/2024	12/13/2024
Campbell's Bridge Mill	11/25/2024	11/27/2024	11/27/2024	12/3/2024	12/3/2024	xxx	xxx	xxx	12/13/2024	12/13/2024
Beaver Dam Legacy	11/29/2024	12/3/2024	12/3/2024	12/10/2024	12/11/2024	12/16/2024	12/17/2024	12/17/2024	12/17/2024	12/17/2024
Mauler Tract at Second Manassas Battlefield (ABT)	12/17/2024	12/18/2024	12/18/2024	12/19/2024	12/19/2024	7/29/2025	7/31/2025	7/31/2025	8/5/2025	8/5/2025
Lower Potomac River Corridor (Muse's Beach)	1/3/2025	1/6/2025	1/7/2025	1/13/2025	1/13/2025	3/13/2025	3/17/2025	3/17/2025	6/25/2025	6/25/2025
Lower Potomac River Corridor (Longview)	1/3/2025	1/6/2025	1/7/2025	1/13/2025	1/13/2025	3/13/2025	3/17/2025	3/17/2025	6/17/2025	6/18/2025
Deer Creek Park	1/29/2025	1/29/2025	1/29/2025	2/4/2025	2/4/2025	5/28/2025	5/30/2025	5/30/2025	6/17/2025	6/17/2025
Roanoke River Working Forest (Smith)	2/21/2025	2/25/2025	2/25/2025	2/26/2025	2/26/2025	3/26/2025	3/26/2025	3/26/2025	3/26/2025	3/26/2025
Roanoke River Working Forest (Burwell)	2/21/2025	2/25/2025	2/25/2025	2/26/2025	2/26/2025	3/26/2025	3/26/2025	3/26/2025	3/26/2025	3/26/2025
Coles Point Boat Access	3/3/2025	3/4/2025	3/5/2025	3/5/2025	3/5/2025					
Farmland Protection West of Gordonsville (Hilton Farm)	3/19/2025	3/25/2025	3/25/2025	3/26/2025	3/26/2025	4/29/2025	5/1/2025	5/1/2025	6/26/2025	6/27/2025
Farmland Protection Along Rapidan River Tributaries (Long A	4/24/2025	4/25/2025	4/28/2025	5/2/2025	5/2/2025	5/9/2025	5/13/2025	5/14/2025		
Greg & Kylie Waddle Property	5/13/2025	5/15/2025	5/15/2025	5/16/2025	5/16/2025	6/20/2025	6/24/2025	6/24/2025		
Tank Hill	5/16/2025	5/20/2025	5/20/2025	5/22/2025	5/22/2025					
Richard Rolen Property	5/16/2025	5/21/2025	5/21/2025	5/22/2025	5/22/2025					
Proctor II Tract	5/27/2025	5/27/2025	5/27/2025	6/2/2025	6/2/2025					
Patawomeck Tribe Land Grant	5/28/2025	6/2/2025	6/5/2025	6/6/2025	6/6/2025					
Grassy Hill NAP - Anderson Addition	5/29/2025	6/5/2025	6/5/2025	6/5/2025	6/5/2025					
Amelia & Associates LLC Tract at Boydton Plank Road Bat	5/30/2025	6/5/2025	6/5/2025	6/9/2025	6/17/2025					
Marshland on the Mattaponi	7/23/2025	7/28/2025	7/28/2025	8/1/2025	8/1/2025					
Monacan Indian Nation (Daisy Adcock Property)	8/6/2025	8/6/2025	8/6/2025	8/6/2025	8/7/2025					
Ellett Escarpment (Jones & Linzey tracts)	8/15/2025	8/18/2025	8/18/2025	8/18/2025	8/18/2025					
Buffalo Mountain	8/19/2025	8/19/2025	8/20/2025							
Jatt Farm - Musapatike	8/18/2025									

Examples of Common VLCF Edits

Often, staff adds required VLCF language to the draft deed during the deed review process. The following are examples of recent common additions or suggested replacement language.

VLCF Interest and Reimbursement

AP Legacy, LLC Farm – Stafford Co. (FY24)

R-12 A portion of the sum being paid by the County for this Conservation Easement consists of grant funds in the amount of Two Hundred Forty-Eight Thousand Four Hundred Fifty Dollars (\$248,450) awarded through the Virginia Land Conservation Foundation (“VLCF”) established under Virginia Code § 10.1-1017 et seq., pursuant to The Virginia Land Conservation Foundation Contractual Agreement for Grant Funding, Project Number VLCF-328(24), effective December 31, 2023 through December 31, 2025, (the “VLCF Grant Agreement”), a copy of which is maintained in the offices of the VLCF and the Grantee, which amount constitutes 45.2% of the currently appraised value of this Conservation Easement. The VLCF Grant Agreement requires,

among other things, that the Property be dedicated in perpetuity as open-space land under the Open-Space Land Act by way of this Conservation Easement;

16. Extinguishment. This Easement may be extinguished, in whole or in part, only (i) in a judicial proceeding in a court of competent jurisdiction, (ii) upon a finding by the court that a subsequent unexpected change in the conditions surrounding the Property has made impossible or impractical the continued use of the Property (or the portion thereof to be removed from this Easement) for conservation purposes, and (iii) with a payment to Grantee and VLCF of a share of the proceeds from a subsequent sale, exchange, or involuntary conversion of the Property at least equal to the proportionate value of this Easement computed as set forth in Paragraph 14 above. Grantee's proportional share of the current appraised value of the Easement is 54.8% and VLCF's proportional share of the current appraised value of the easement is 45.2%. Therefore, of the portion of the proceeds which would be collectively received by Grantee and VLCF as a result of a sale or exchange of the Property resulting from an extinguishment of this Easement as described in this paragraph, Grantee shall be entitled to 54.8% and VLCF shall be entitled to 45.2% thereof. Grantee must use all its share of the proceeds from the sale of the Property in a manner consistent with the conservation purposes of this Easement. For purposes of this Easement, an extinguishment involves the removal of all or any part of the Property from this Easement.

Utilities

Tank Hill – DOF (FY25)

- c. Public or private utilities, including renewable energy facilities as described above, to be constructed in whole or in part to serve other properties, provided Grantee, in its sole discretion, gives its prior written approval that the construction and maintenance of such utilities will not impair the conservation values of the Property; and

Forestry Language

Richard Rolen Property – VOF (FY25)

5A. MANAGEMENT OF FOREST.

If the property contains 20 acres or more of forest lands, then a current written forest management plan or Virginia Forest Stewardship Plan, and a Pre-Harvest Plan shall be in place prior to the commencement of timber harvesting or other significant forest management activities. Such a plan shall be developed by, or in consultation with, the Virginia Department of Forestry, or be consistent with Virginia's Forestry Best Management Practices for Water Quality Guide.

- (iv) In any event and notwithstanding anything contained herein to the contrary, at least _____ acres (85% of the current forest coverage/total acreage) shall remain in forest cover in perpetuity. In the event of a division as provided in Section II, Paragraph 1, the acreage that shall remain as forestland in perpetuity on each resulting parcel shall be allocated in the instrument creating the division or other recorded instrument.

Riparian Buffer Language

Lower Potomac River Corridor – TPL (FY24)

To protect water quality and natural habitat, the following must be maintained on the Property:

100-foot ~~forested~~ riparian buffers along the edge of Popes Creek and Canal Swamp, on the Property, as measured from the high-water marks of Popes Creek and Canal Swamp and a Riparian Protection Zone (RPZ) on the associated marshlands, all as shown on Exhibit A.

Public Access

Ellett Escarpment (Jones Tract) – DCR-DNH (FY23)

Natural Area Preserve. The Property is hereby dedicated in perpetuity as a new State Natural Area Preserve with official name to be determined by the Virginia Board of Conservation and Recreation, pursuant to the Virginia Natural Area Preserves Act, § 10.1-217 of the Code of Virginia (1950) as amended. Through restrictions contained herein, the Property will be retained and managed in perpetuity in a manner that (i) furthers the maintenance, preservation, restoration, and management of its natural heritage resources, including, without limitation, Weak Bluegrass (*Poa saltuensis*), and any other natural heritage resources the Property may support now or in the future, and those found now or in the future on adjacent or functionally adjacent dedicated parcels; (ii) protects and enhances those critical resources identified within *ConserveVirginia's* Natural Habitat and Ecosystem Diversity, and Floodplains and Flooding Resilience categories; and (iii) allows appropriate and compatible uses and activities on the Property, that are both consistent with VLCF requirements and consistent with Natural Area Preserve management guidelines and natural heritage resource protections, ~~including public access at least 180 days per year~~ including allowing public access to the Property 365 days per year, while prohibiting or restricting any use or activity not compatible with the natural area preserve dedication. Except as necessary for allowed improvements, natural conditions and native vegetation shall be maintained throughout the Property.

Appendix A

Project Closing Sheet – Due Diligence Documents

Grant Recipient: *Name*

Project Name: (# FY##) *Name*

Grant Amount: \$(*amount*)

Contact: *Name*

- ☐ Appraisal (< 6 months):
- ☐ Survey:
- ☐ Phase I ESA (Fee acquisitions only):
- ☐ Title commitment (< 90 days):
- ☐ Draft deed(s):
- ☐ Final version of deed(s) before closing [or recorded deed(s) for reimbursement]:
- ☐ Baseline Documentation Report
- ☐ Settlement Statement
- ☐ Verification of due diligence expenses
- ☐ Closing Agent Instructions
[W-9 if necessary, wiring instructions, etc.]
- ☐ Other (specify) _____
- ☐ Copy of recorded deed (for reimbursements only)

- ☐ Grant Cost SS
- ☐ Payment Worksheet
- ☐ Accounting Voucher
- ☐ Payment Reimbursement Form
- ☐ Project Summary

NOTES/PROJECT SUMMARY:

POST-CLOSING NOTES:

(How funds were used, correct deed was recorded, timing, etc.)

Appendix B

Eligible Grant Costs Spreadsheet

VLCF Grant Budget			
[PROJECT NAME]	Grant Amount		
	Cost/Value	VLCF Payment	Notes:
Acquisition		\$0	
Survey		\$0	
Appraisal		\$0	
Phase I ESA		\$0	
Update/Record Fee		\$0	
Title Exam Fee		\$0	
Title Insurance		\$0	
Settlement or Closing Fee		\$0	
Legal Fees		\$0	
Recordation Fees		\$0	
Other (specify)		\$0	
TOTAL:	\$0	\$0	
			Pay Full Grant Award
Due Diligence Costs:	\$0		

Payment Worksheet

VLCF Payment Statement

VLCF will pay 50% of actual costs plus the appraised value for bargain sale transactions such that grant payment doesn't exceed total expenditures.

Example 1: (Bargain Sale)

Appraised value = \$150,000

Purchase Price = \$80,000 (actual expenditure)

Due diligence costs = \$30,000 (actual expenditure)

Total Actual Expenditures = \$80,000 + \$30,000 = \$110,000

The program's eligible payment is 50% of the total of the appraised value + the actual DD costs, which is $(\$150,000 + \$30,000) \times .5 = \$90,000$

The grant amount paid cannot exceed total actual expenditures of \$110,000; the \$90,000 eligible for payment does not exceed the total expenditures, so the program can pay the full \$90,000.

Example 2: (Donation)

Appraised value = \$150,000

Purchase Price = \$-0- (donation of property)

Due diligence costs = \$30,000 (actual expenditure)

Total Actual Expenditures = \$30,000

The program's eligible payment is 50% of the total of the appraised value + the actual DD costs, which is $(\$150,000 + \$30,000) \times .5 = \$90,000$

The grant amount paid cannot exceed total actual expenditures of \$30,000; the \$90,000 eligible for payment exceeds the total expenditures, so the program can only pay \$30,000.

Example 3: (purchase price exceeds appraised value)

Appraised value = \$150,000

Purchase Price = \$175,000

Due diligence costs - \$30,000 (actual expenditure)

Total Actual Expenditures = \$175,000 + \$30,000 = \$205,000

The program's eligible payment is 50% of: 1) the total of the appraised value plus 10%, and 2) the actual DD costs. In this ex. the calculations would be: $(\$150,000 + \$15,000 (10\%) + \$30,000) \times .5 = \$97,500$

The grant amount paid cannot exceed total actual expenditures of \$205,000; the \$97,500 eligible for payment does not exceed the total expenditures, so the program can pay the full \$97,500.

Note: If the purchase price exceeds the appraised value, an amount up to 10% over the appraised value can be included in the eligible payment calculation.

Payment Worksheet

Project Name: **NAME** Grant Amount: **\$X** Grant No: **#### (FY2#)**

Appraised Amt.(AA): **\$X**; Purchase Price (PP): **\$X**; Due Diligence Costs (DD): **\$X**

Actual expenditures [PP + DD]: [**\$X** + **\$X**] = **\$X**

Eligible Payment [AA + DD]: [**\$X** + **\$X**] = **\$X**

GRANT PAYMENT **CANNOT** EXCEED ACTUAL EXPENDITURES OR AMOUNT OF GRANT

Payment Amount: \$XX,XXX