



## Wildlife Conservation Board Forest Conservation Program Frequently Asked Questions – 2019

---

*Updated 8/16/19*

---

**Q1) Figure limit** – How many figures (photos, maps, tables, drawings) may be submitted with the Full Application?

*Answer:* There is no limit on the number of figures that can accompany the Full Application Form per se. However, there is a practical limit to the number figures that WCB staff can consider for each application and the maximum combined size for e-mail attachments is approximately 20 GB.

**Q2) Narrative questions format** – Do I need to include the narrative questions from the Full Application Form in my responses to those questions (i.e., does the text from the questions themselves count towards the page limit)?

*Answer:* Yes, responses to the narrative questions should include the questions themselves, as they appear in the Full Application Form. To facilitate this, WCB has posted an [MS Word version](#) of the Full Application Form on the Forest Conservation Program [website](#).

**Q3) Resolution from applicant's board** – Does an executed resolution from the applicant's governing board need to be provided along with the Full Application Form?

*Answer:* A draft resolution will suffice to accompany the Full Application Form. However, if the proposal is selected, WCB will not consider the project for funding approval until an executed resolution is provided.

WCB's Grant Documents and Templates [website](#) includes a [sample resolution](#) for Development and Restoration Grants as well as a [sample resolution](#) for Acquisitions.

**Q4) Number of full applications** – How many Full Applications did WCB invite for the 2019 PSN?

*Answer:* WCB invited full applications for 38 projects totaling \$53,770,155 in Pre-Application funding requests.

**Q5) (Acquisitions only) Appraisal vs. award amount** – Appraisals are not required to accompany submission of the Full Application Form. What happens if the proposal is selected but the appraised value is different than the amount requested in the proposal?

*Answer:* If the appraised value is less than the proposal amount, the project may proceed.

If the appraised value is greater than the proposal amount, the project may proceed if the applicant secures other funding (i.e., not part of WCB's award) to cover the difference.

**Q6) (Acquisitions only) Phase 1 Environmental Site Assessment** – When is the Phase 1 Environmental Site Assessment required?

*Answer:* A Phase I Environmental Site Assessment is not required per se. WCB highly recommends all applicants complete a Phase I prior to acquisition of a property, but it is not a general requirement. However, if a property has a history of contamination or a site inspection reveals potential environmental conditions, WCB will require the applicant to complete a Phase I, and any additional environmental testing, to determine the suitability of a property for acquisition with WCB funds.

**Q7) (Acquisitions only) Appraisal** – Can the appraisal be completed after the proposal is selected?

*Answer:* Yes.