

Vermont Land and Water Conservation Fund Grant Program



(This document is not a substitute for the Application Supplement. It is meant to provide additional information regarding acquisitions with LWCF assistance. Be sure to also read the Application Supplement as it covers all financial aspects of applying for funds and administering projects.)

2009 Supplement for Acquisition Projects

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Introduction to Land Acquisition

The Land and Water Conservation Fund Program in Vermont has assisted with the acquisition of thousands of acres dedicated to outdoor recreation and the conservation of unique or endangered plant and animal habitat. The most common method of acquiring property is by fee simple title. This is the preferred method of acquisition since it gives the holder an absolute right to the property within limitations imposed by state or federal law. In some instances the sponsor may wish to purchase less than fee simple title, such as easements, rights-of-way and title subject to deed restrictions. This would be permissible when fee simple is excessively expensive and a lesser control of the area will not detract from recreational use of the land.

Areas acquired may serve a variety of outdoor recreation activities including: walking, sightseeing, swimming and other water sports, picnicking, nature study, boating, hunting and shooting, camping, horseback riding, bicycling, snowmobiling, skiing, athletic fields, public playgrounds, and other outdoor recreation activities. Acquisition projects may also include structures which are to be used for outdoor recreation or support facilities for outdoor recreation.

The Department of the Interior National Park Service and the State of Vermont require procedures for the acquisition of property that are fair, consistent, and directed toward giving the property owner the full measure of compensation authorized by law, promptly, with a minimum of inconvenience, and without prolonged negotiation or costly litigation. All acquisitions must conform to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, P. L. 91-646.

Important: To receive Land and Water Conservation Funds for your acquisition, do not acquire any land until federal approval has been obtained.

Eligible Acquisitions

An acquisition project would include the purchase of a specified portion of land for outdoor recreation purposes. A project may involve the acquisition of land to create a new park or expand an existing park. A project may also consist of the acquisition of land for more than one park if the parks are of the same type. An example of a multi-site acquisition project is the purchase of land for two neighborhood parks or parcels for access points along a river to create a greenbelt park corridor.

Some examples of acquisitions of land and water for public outdoor recreation eligible for LWCF funds include, but are not limited to:

- Community parks - sites in rural areas serving local, regional, and county recreational uses, such as camping, hiking, hunting, fishing, picnicking.
- Existing Recreational Facilities - privately owned facilities, such as swimming pools, golf courses and youth camps, which will no longer be operated by the private sector. The acquisition of an area or facility which is operated for public recreation is only eligible for LWCF assistance if it can be documented that the facility will be lost to recreation use if it is not acquired by the municipality/governmental entity.

- Linear parks - Land which forms a greenbelt corridor for recreational use, such as an abandoned railroad line for a multi-purpose trail, or a series of access points to a river for boating and fishing.
- Natural and Scenic Areas - Natural areas, preserves and outstanding scenic areas, including areas adjacent to scenic highways, where the objective is to preserve the scenic or natural values, including areas of physical or biological importance and wildlife areas. These areas must be open to the general public for outdoor recreation use to the extent that the natural attributes of the areas will not be seriously impaired or lost.
- Structures - The acquisition of structures on property if the use will be for outdoor recreation, support of outdoor recreation activities or the structures have no value and are demolished to enable recreational development to take place. Project proposals must list all improvements and their proposed use or disposition.
- Water-Oriented Recreation Sites - Areas with frontage on rivers, streams, lakes, estuaries, and reservoirs; water bodies themselves; land for creating water impoundments; and areas that provide special recreation opportunities, such as floodplains and wetlands.

Acquisitions Ineligible for Assistance

- Historic sites and structures.
- Museums and sites to be used for museums or primarily for archaeological excavations.
- Land to help meet a public school's minimum site size requirement, as established by State or local regulations.
- Areas and facilities designed to be used primarily for semi-professional and professional arts and athletics.
- Areas and facilities to be used solely for game refuges or fish production purposes.
- Areas to be used mainly for the construction of indoor facilities. Also prohibited are areas where existing indoor recreation facilities, if left in place, will not leave sufficient area at the site for development of outdoor recreation facilities to justify the cost of the acquisition.
- Sites containing luxury lodges, motels, cabins and similar elaborate facilities which are to be operated by the project sponsor or concessionaire to serve recreationists with food and sleeping quarters.
- Agricultural land primarily for preservation in agricultural purposes

Pre-Agreement Acquisition Costs

There are NO pre-agreement costs that are eligible for LWCF reimbursement involving land acquisition.

Exceptions may be made only when absolutely necessary, and only if the applicant stands to lose an opportunity to acquire a significant piece of property if action to secure property is not taken immediately. In these circumstances it is possible the National Park Service (NPS) may grant a **Waiver of Retroactivity** allowing the sponsor to proceed with the acquisition prior to project approval. If the project is approved at a later date,

the costs will be eligible for assistance. It is not a commitment on the part of the State or NPS to award a grant for the project but merely a waiver of the requirement that only costs incurred after project approval are eligible. A waiver does not constitute a commitment on behalf of the sponsor to purchase the property and it does not imply a qualitative approval of the project. To request a waiver of retroactivity, submit the following to FPR:

- A letter of justification requesting the waiver (include a detailed description and reasons for the request).
- Parcel, site, and location maps.
- An environmental assessment of the proposed park, if applicable.
- Any other documentation that might be appropriate such as a letter from the property owner declaring his intent to sell the land quickly.

The applicant must not move forward with the acquisition until the "Waiver of Retroactivity" has been approved by National Park Service.

Eligible Acquisition Costs

- Purchase costs of real property.
- Purchase costs of easements and other rights and interest in real property.
- The value of real property donated to the project sponsor by private entities may be eligible for the sponsors matching share, as determined by appraisal.
- Incidental and relocation assistance costs **ONLY** as allowed by the Uniform Relocation Assistance and Real Property Acquisition Policies Act.
- Acquisition costs of land from another public agency at the minimum cost allowed by law.
- Costs of real property acquired through exchanges, subject to appraisal requirements, for one tract of land having greater value than another.

Ineligible Acquisition Costs

Incidental costs relating to the acquisition of real property and of interests in real property such as appraisal fees, legal fees or legal boundary map expenses, unless allowable under the Uniform Relocation Assistance and Real Property Acquisition Policies Act, PL 91-646, are not allowable.

Steps to Acquiring Land with LWCF Assistance

NOTE: Start completing your LWCF application. Steps 1-3 below must be completed prior to submitting an application.

1. Make initial contact with the landowner regarding availability of the property.
2. Secure permission to appraise the property and obtain information about tenant or landowner eligibility for relocation assistance. NOTE: If your project involves relocation assistance to a landowner or tenant, you will need to contact FPR, the Agency of Transportation (AOT), and create a relocation plan.
3. Create a map identifying the parcel to be acquired and obtain or create a legal description of the property.

4. Have the appraisal performed by a certified appraiser (a list of certified appraisers may be obtained from FPR). Offer the landowner the opportunity to accompany the appraiser.
5. **NOTE: At this point applicants must wait for the application ranking and recommendation of grant funding. If awarded a grant the applicant may proceed to the next steps.**
6. FPR will send the appraisal out for Federal certification. The approved appraised value will be the just compensation amount. Therefore, the applicant needs to wait until the appraisal has been approved before issuing a Statement of Just Compensation.
7. Proceed with an offer to purchase, for the approved appraised value, using a Statement of Just Compensation. Be sure to submit an executed copy of the Statement to FPR.
8. Follow (a), (b), or (c) below if any of the negotiating scenarios apply:
 - a. If the owner wishes to donate part of the land's value, the acquisition will be considered a bargain sale and the owner needs to complete a Waiver of Right to Just Compensation. Be sure an executed copy of this document is sent to FPR. A sample form can be found on page 15 in the appendix.
 - b. In cases where the sale price is negotiated higher than the appraised value, send a statement of difference in value to FPR as justification for the higher price. LWCF assistance may be provided for the increased amount, but is not guaranteed.
 - c. If the property is obtained through eminent domain, the court award will be the basis for LWCF assistance. Please submit court records to FPR.
9. The applicant should have submitted all materials required in numbers 1-8 above to FPR. In order to obtain federal approval, FPR submits these materials with your application to NPS. It is now time for the applicant to wait for federal approval from NPS. If special circumstances arise contact FPR regarding a request for a Waiver of Retroactivity.
10. FPR will notify the sponsor when federal approval has been obtained for the acquisition. The sponsor will receive copies of executed agreements and materials for requesting reimbursement.
11. Sponsor may now close on acquisition, obtain title insurance, perform a title search, and obtain the title to the land. The sponsor will pay for the land, closing, and incidental acquisition costs and any relocation benefits.
12. A reimbursement request for the acquisition costs may now be submitted to FPR. Be sure that FPR has been sent the appropriate documentation of the above requirements including:
 - Appropriate reimbursement claims forms and supporting documentation.
 - Statement of Just Compensation
 - Map identifying the property and a legal description of property to be acquired.
 - Copy of Waiver of Right to Just Compensation, if applicable.
 - Copy of statement of difference in value, if applicable.
 - Court records in the event of purchase through eminent domain.

- Evidence of purchase price of title. For example: Copy of the Purchase and Sales Agreement, copy of front and back of cancelled check paid to landowner, Copies of bills for title search and title insurance as well as front and back copies of cancelled checks.
- Copy of title and deed.
- Relocation Plan (if relocation costs were part of the acquisition).

Map and Legal Description

Section 6(f)(3) of the LWCF ACT states that:

"no property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversions only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least fair market value and of reasonably equivalent usefulness and location."

This requirement applies to all parks and other sites that have received funds from LWCF whether it is for acquisition, development, or rehabilitation. As a result of this act applicants are asked to submit a 6(f)(3) boundary map which delineates the area being acquired with federal LWCF grant money. This area will be afforded the protection of Section 6(f)(3) of the LWCF Act ensuring that the area is reserved for outdoor recreation in perpetuity. In no case will the area be less than the area to be developed or acquired under this LWCF application.

It may be possible for the applicant to use the town parcel map or tax map if it is not the acquisition of a portion of a larger piece of property. If the acquisition is part of a larger piece of land or encompasses many parcels a map will need to be created by the applicant. The metes and bounds of the parcel must be indicated on the map. In addition to the map a legal description of the property needs to be submitted. If acquiring the total parcel a legal description may be found in the deed. If there is no description of the metes and bounds of the parcel in the deed, or the acquisition is a portion of a larger parcel, or the combination of a number of parcels, a legal description will need to be written and signed by an authorized official from the town. Examples of a legal description and a 6(f) boundary map can be found in the appendix of the Application Supplement.

Appraisals

A certified appraisal is necessary for acquisition projects. The cost of appraisals, surveys, and other incidental costs are the responsibility of the project sponsor and are not considered eligible expenditures when calculating the cost of the project in the grant application. With the exception of acquisitions of less than \$5,000, the Fee Appraiser shall be licensed as a "Certified General Real Estate Appraiser". Fee appraisers should be certified in accordance with Title XI of FIRREA as specified in 41 CFR part 114-50. Please contact FPR for a list of "Certified General Real Estate Appraisers".

Inform your appraiser that federal LWCF monies will be used and that he/she needs to adhere to the Uniform Appraisal Standards for Federal Land Acquisition policies. Prior

to initiation of negotiations, the appraisal must be submitted to and approved by the state. Upon receipt of the appraisal, FPR will forward it to the State's Reviewing Appraiser. Any comments or questions the reviewer has will be promptly forwarded to the local sponsor for action. The appraisal will not be approved until the state determines that it is acceptable and in conformance with federal requirements. A further appraisal may be required by NPS.

Appraisal Requirements Based on the Finding of Value

The appraisal report on any individual property may vary depending upon the type of property under appraisal. Additional data may be required in the case of highly specialized properties. Items may be omitted, as in the case of land valuation only. Generally, however, all items must be considered by the appraiser and included in the report, *unless otherwise requested and agreed to by NPS and omission is explained by narrative*. **NOTE: All appraisers should be given these guidelines prior to conducting any LWCF appraisals.**

Statement of Value:

Where a parcel has a value of less than \$5,000 and the expense of an appraisal would be disproportionate to its benefit, a written finding of value by a qualified person will be acceptable. This finding of value can be based on the individual's knowledge of land values, but must include a statement of the appraiser's experience and qualification, including a short description of the factors he or she considered and the means by which a conclusion was reached. These statements should be sufficiently detailed so as to enable FPR to judge their respective merits.

Abbreviated Appraisal Report:

An abbreviated appraisal report, compiled by a certified appraiser, is acceptable for a parcel with a value estimate between \$5,000 and \$25,000. The abbreviated report shall include the 8 appraisal report requirements below:

1. A brief description of the property, including physical characteristics, present use, zoning, public utilities associated with the land, deed restrictions, and any other pertinent information.
2. A legal description of the real property to be acquired and a 6(f)(3) boundary map.
3. At least a five-year history of conveyances (sales or transfers), including parties to the transactions, dates of purchase, and amounts of consideration.
4. An analysis and statement of the property's highest and best use.
5. Supporting data, including two or three comparable real property sales, a brief analysis of those sales, and a map showing their locations relative to the land acquired.
6. The appraiser's certification and signature.
7. The date the value estimate applies.
8. A statement of the appraiser's experience and qualifications.

Detailed Appraisal Report:

If a project (1) will cost \$25,000 or more (\$12,500 or more in LWCF assistance), or (2) involves purchase from another public agency or the exchange of real property, the Sponsor will need to apply the 15 appraisal report requirements listed below:

1. *Qualification.* Statement of qualifications of all appraisers and/or technicians contributing to the report.
2. *Statement of Limiting Conditions.* The appraiser should state that he or she assumes the title to be marketable, that he or she assumes no responsibility for legal matters, and that all data furnished him or her by others are presumed correct. He or she should also mention any other assumptions made.
3. *Purpose of the Appraisal.* This shall include a definition of all values required and appraised.
4. *Identification of Property.* Legal description of the whole tract and that to be acquired.
5. *City and Area Data.* This data (mostly social and economic) should be kept to a minimum and include only such information as directly affects the property being appraised.
6. *Property Data.*
 - a) *Site.* Describe soil, topography, mineral deposits, easement, etc. If there is an indication that mineral deposits have more than a nominal commercial value, this fact shall be clearly stated.
 - b) *Improvements.* This shall be by narrative description, including dimensions of principal buildings, and/or improvements, interior and exterior construction features, mechanical equipment, age and number of stories.
 - c) *Equipment.* This shall be by narrative description including the condition.
 - d) *Condition.* The current physical condition and relative use and obsolescence shall be stated for each item or group appraised and, whenever applicable, the repair to replacement requirements to bring the property to useable condition.
 - e) *Assessed Value and Annual Tax Load.* Include the current assessment and dollar amount of real estate taxes. If the property is not taxed and an income approach to value is utilized, it will be necessary to estimate these taxes.
 - e) *Zoning.* Describe the zoning for subject and comparable properties and if rezoning is imminent, discuss under Item 7
7. *Analysis of Highest and Best Use.* The report shall state the highest and best market use that can be made of the property (land and improvements and where applicable, machinery and equipment) for which there is a current market. The valuation shall be based on this use. **Note:** the highest and best use should not be for parks and recreation purposes. The appraiser should explain and support "highest and best use."
8. *Land Value.* The appraiser's opinion of the value of the land shall be based upon its highest and best use, regardless of any existing structures, and shall be supported by confirmed, current factual data (sales and offerings) of comparable land sales having like optimum uses.
9. *Value Estimate by Cost Approach.* This section shall be in the form of computative data, arranged in sequence, beginning with reproduction or replacement of cost, and shall state the source (book and page if a national

- service) of all figures used. The dollar amounts of physical deterioration and functional and economic obsolescence, or the omission of same, shall be explained in narrative form. The procedure may be omitted on improvements, both real and personal, for which only a salvage or scrap value is estimated.
10. *Value Estimate by Income Approach.* This shall include adequate factual data to support each figure and factor used and shall be arranged in detailed form to show at least (a) estimated gross rent or income; (b) an itemized estimate of total expenses including reserves for replacements. Economic rents and discount/capitalization rates should be market derived from comparable properties.
 11. *Value Estimate by Comparative (Market) Approach.* Supporting data, including two or three comparable real property sales, and analysis of those sales, including outline map, description, and comparison to subject property, relative to the various differences and factors that affect the value and an explanation of those differences, and a map showing their locations relative to the land acquired. All comparable sales used shall be confirmed by the buyer, seller, broker, or other person having knowledge of the price, terms and conditions of sale. (Note: Generally speaking, government transactions cannot be used as comparable sales.) Each comparable shall be weighed and explained in relation to the subject property to indicate the reasoning behind the appraiser's final value estimate from this approach.
 12. *Interpretation and Correlation of Estimates.* The appraiser shall interpret the foregoing estimates and shall state his or her reasons why one or more of the conclusions reached in items 9., 10., and 11., are indicative of the market value.
 13. *Tabulation of History of Conveyance (Property Sales and Transfers).* Include parties to the transactions, dates of purchase, and amounts of consideration for at least 10 years prior to appraisal. Sales history of the property should be included in the property data section of the appraisal report.
 14. *Certification of Appraiser*
 - a. Has personally inspected the subject property and any comparable sales used.
 - b. Has no present or contemplated interest in the property.
 - c. The appraiser has contacted the owner or agent and has offered the opportunity to accompany the appraiser on the inspection of the property.
 - d. That in the appraiser's opinion, the market value of the taking as of _____ (valuation date) is \$_____.

(Signature)

Date Submitted

- e. Any decrease or increase in the market value of the property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to physical

deterioration within the reasonable control of the owner, has been disregarded in estimating the market value.

- f. That neither my employment nor my compensation for making this appraisal and report are in any way contingent upon the values reported herein.
 - g. That I have not revealed the results of this appraisal to anyone other than the proper officials of the acquiring authority and I will not do so until so authorized by such officials, or required to by the due process of law.
15. *Exhibits and Addenda.*
- a. Location Map. (Within the city or area.)
 - b. Comparative Map Date. (Show geographic location of the appraised property and the comparative parcels analyzed.)
 - c. Detail of the Comparative Data. (Narrative.)
 - d. Plot Plan.
 - e. Floor Plans. (When needed to explain the value estimate.)
 - f. Photographs. Pictures shall show at least the front elevation of the major improvements, plus any unusual features. When a large number of buildings are involved, including duplicates, one picture may be used for each type. Views of the comparables should be included. Except for the overall view, photographs may be bound as pages facing the discussion or description to which photographs pertain. All graphic material shall include captions.
 - g. Other Pertinent Exhibits.

Just Compensation Statement (the written offer to purchase)

After an appraisal is approved as the basis for just compensation, a statement should be issued to the owner that:

- Identifies the real property, including improvements, and the interest to be acquired.
- Explains the basis for determining just compensation.
- Explains that any decrease or increase in fair market value caused by a project or likelihood of a project was disregarded.
- Offers to buy property for the amount of just compensation.

NOTE: An authorized agent of the sponsor and the property owner must sign the Statement of Just Compensation. A sample of the Statement can be found on page 14 in the appendix of this supplement.

Price Negotiations

Negotiations may begin once the landowner has been offered the approved appraised value for the property. If the landowner wishes to donate the value of part of the land this is considered a **Bargain Sale**. It is also possible that the property is negotiated at a higher value than the approved appraisal, this is considered a **Difference in Value**. Both scenarios are covered in detail below.

Relocation Plan

A relocation plan shall be developed for all areas or projects where land acquisition activities will cause displacement of persons from their dwellings, business, or farm

operations. This relocation plan must be submitted to FPR. FPR will refer all local sponsors having projects that involve relocation or displacement to the Vermont Agency of Transportation for assistance with this requirement. The relocation plan shall be undertaken during the planning phase of the project prior to the initiation of land acquisition negotiations for the project. Based on this plan, the sponsor will proceed with a project only after it has been determined that within a reasonable period of time, prior to displacement, decent, safe and sanitary housing will be available.

Bargain Sale

In some circumstances real property will be acquired at less than the estimate of fair market value. The difference between the sale price and the appraised fair market value is considered donated land value. However, if this occurs, there must be evidence that the owner waived their right to receiving the approved appraised value offered in the Just Compensation Statement. When the lesser sale price is negotiated, the owner must sign a **Waiver of Right to Just Compensation**. The sponsor will need to submit the following to FPR at any time before or with the request for reimbursement:

- A statement indicating that the owner has been fully informed of his or her rights and benefits under the Uniform Relocation Assistance and Real Properties Acquisition Policies Act of 1970,
- A copy of the Statement of Just Compensation showing the owner has been offered the amount (state the amount) of the approved appraisal and a written offer to purchase for this amount,
- A signed statement by the owner waiving his or her right to just compensation and that the owner is satisfied with the negotiated price, even though it is less than the approved appraisal of fair market value, and the reasons why he or she has elected to accept this lesser amount,
- A statement that he or she elected to waive entitlement to the relocation benefits (this would include the dollar amount by category of moving expenses, payments for replacement housing, incidental expenses, etc.)

NOTE: A written offer to purchase and a statement of just compensation are not necessary when acquisition is by full donation.

Normally, the intentions of the landowner to donate real property should be clearly stated in writing prior to an appraisal being made. In no event should the sponsor enter into negotiations with an owner who hasn't expressed an interest to donate and arrive at a figure below the approved estimate of fair market value with the intention of using the difference between the appraised value and the purchase price for donation purposes.

Difference in Value

An appraisal, if competently compiled by a qualified person, should be an acceptable estimate of property value; it cannot be assumed, however, to be an absolute statement of value. The approved appraisal value is the basis for establishing the amount of just compensation offered to the owner at the initiation of negotiations. The negotiation between a willing seller and a willing buyer will often set a price that is higher than the appraisal, and this market place value must be considered with the appraised value in establishing the reasonable limits of LWCF assistance.

In these circumstances a detailed and well-documented statement on the difference in value with all pertinent appraisal documents must be submitted to FPR. This statement should explain why the appraisal may not reflect the market value and what steps the project sponsor took to establish the value, and include adequate market data to substantiate the value conclusion. If National Park Service agrees that the difference in value represents a reasonable estimate of the property, that amount will be eligible for assistance.

Closing on the Acquisition

Title to land may be conveyed by warranty or quitclaim deed to the sponsor. Copies of the property title, easements, or other appropriate documents must be submitted to FPR as part of the project's documentation. This evidence of title must include the property deed and either a written opinion from the sponsor's attorney on the adequacy of title or a title insurance policy. The project sponsor must have title or complete control and tenure of the project area in order to provide reasonable assurances that a conversion to a use other than public outdoor recreation will not occur.

Any deed restrictions held by others are permissible only if it is determined that recreation purposes and the environment would not be adversely affected. Such reservations and adverse rights must be described in the narrative of the project proposal, and how they will be dealt with to avoid impacting recreation and the environment. FPR should be consulted regarding deed clauses and restrictions prior to submitting a project application.

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, hereafter referred to as the ACT, prescribes policies and procedures to insure fair, equitable, and uniform treatment of persons whose land is acquired by federal and federally-assisted programs. The provisions of the Act apply to the acquisition of all real property for, and the relocation of all persons displaced by projects which received Land and Water Conservation Fund assistance. The Act applies regardless of whether LWCF assistance is used for acquisition or development. For example, a municipality cannot knowingly circumvent the federal law by acquiring the land with local funds and not follow the regulations of the Act and then apply for development funds in a later project. For all development projects, proof must be supplied that the project site was acquired in accord with P.L. 91-646 if the land was acquired after January 2, 1971.

In administering the LWCF Program, the Department of Forests, Parks, and Recreation is authorized to comply with the 1987 Amendments to the Federal Uniform Relocation Assistance and Real Property Acquisition Act through Section 1, 10 V.S.A. Subsection 2610. Final regulations for the 1987 Amendments are published at 54 Fed. Reg. 8912, March 2, 1989 (to be codified at 49 C.F.R. pt. 24).

For more information in order to maintain compliance with the Act please refer to this website: <http://www.fhwa.dot.gov/realestate/ua/>

Statement of Just Compensation

The _____ is interested in purchasing _____
(Sponsor) (Name of Parcel)

parcel of land. Because the acquisition will use federal Land and Water Conservation Funds we are required to be in compliance with Section 301 of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646. We are, therefore, offering the approved appraised fair market value of \$_____.
(Value of Appraisal)

This offer is not to be considered as a binding agreement on either party.

I have been informed of my rights under P.L. 91-646 and I have been afforded the opportunity to accompany the appraiser during the inspection of the above property. The total just compensation is not less than the appraiser's opinion of fair market value of the above property. I further understand that I am not bound to sell my land for this value and may negotiate with the purchaser for a higher or lower value.

Signature of Landowner Date

Sponsor's Authorized Signature Date

Printed Name

Printed Name

Waiver of Right to Just Compensation

Name of Project: _____

I, _____, have been informed of all my rights and benefits under
(Name of Landowner)

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
and have been provided with a Statement of Just Compensation for the approved
appraised value of \$_____ for my property. Of my own choice, I have elected
to accept \$_____ for my property, which is less than the approved appraisal of
fair market value for the following reasons:

Signature of Landowner

Date

Printed Name