Conservation Futures Operational Guidelines

1. Identify any County code violations on proposed properties. Include these in a report to the Board.
2. All applications have to be complete at the due date otherwise are rejected.
3. No additional documentation can be submitted after the due date.
4. Costs associated with the purchase, e.g. appraisal and closing costs can be included in the Conservation futures award.
5. Only Yellow Book Appraisals (Uniform Appraisal Standards for Federal Land Acquisitions), less than one year old at the time of either the date of the purchase and sale agreement or the actual purchase will be used. The appraisal needs to be performed by a state licensed and certified appraiser. The appraised market value of the property must be a point value, rather than a value range.
6. The applicant needs to meet the requirements of RCW 84.34.220 and .250 at the time of the application deadline.
   a. Only project proponents who, at the time of application, are registered with the Secretary of State as both a business (UBI) and charity organization, and are registered with the IRS as a non-profit 501(c).
   b. The project applicant’s Articles of Incorporation needs to ensure they have as “one of its principle purposes...the conducting of natural resources, including but not limited to biological resources, for the general public, or the conserving of open space, including but not limited to wildlife habitat to be utilized as public areas, for the use and enjoyment of the general public.” (RCW 84.34.250)
7. The proposed purchase meets the requirements of RCW 84.34