APPENDIX D

Required Land Acquisition for Source Water Protection Documentation Guidance

1. Monitoring and Enforcement Protocol Required Elements

Applicants are required to submit protocols to demonstrate proper enforcement and monitoring of properties or easements acquired with funding through this grant opportunity. The Monitoring and Enforcement Protocol is a written document which must be submitted along with an online application. Applicants that do not upload a detailed Enforcement and Monitoring Protocol with an online application will be deemed ineligible for funding.

I. Monitoring Procedure
   a. Frequency (i.e. annual)
   b. Contact with landowners (only applicable to conservation easements)
   c. Type of monitoring (i.e. boundary survey)
   d. Monitoring documentation (i.e. updated site photos, maps)
   e. Parties responsible for monitoring (i.e. staff, volunteers, contractor)

II. Enforcement Procedure
   a. Violation definitions (i.e. minor, major)
   b. Potential violation response
   c. Violation documentation
   d. Resolving violations

2. Project or Program Map Required Elements

Applicants that do not upload map(s) with an online application will be deemed ineligible for funding. Examples of maps meeting all required elements can be found at: https://www.dec.ny.gov/pubs/4774.html .

a. Applicant name, date, project title
b. North arrow/legend
c. Graphical Scale (i.e.1'' = 20')
d. Public water supply location (including system ID number)
e. Parcel location(s) (required for project applications, optional for program applications)
f. Surface waterbody, tributaries and HUC 12 watershed boundary (surface waterbody applications only)
g. Groundwater wellhead location(s), 1,000-foot boundary line, 1,500-foot boundary line, groundwater re-charge zone (groundwater wells only)
h. Existing riparian buffer or wetland areas, if applicable (surface waterbodies only)
i. Proposed riparian buffer or wetland restoration sites (surface waterbodies only)

Land use as defined by the National Land Cover Dataset (2011) - https://www.mrlc.gov/data?f%5B0%5D=category%3Aland%20cover