

## **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" = 200')
- d. Public water supply location (including system ID number)
- e. 1,000 ft buffer around public water supply intake
- f. Parcel location(s) and Tax Map ID (required for project applications, optional for program applications)
- g. Surface waterbody, tributaries and HUC 12 watershed boundary (surface waterbody applications only)
- h. Groundwater wellhead location(s), 1,000-foot boundary line, 1,500-foot boundary line, groundwater re-charge zone (groundwater wells only)
- i. Existing riparian buffer or wetland areas, if applicable (surface waterbodies only)
- j. Proposed riparian buffer or wetland restoration sites (surface waterbodies only)

Land use as defined by the National Land Cover Dataset -

<https://www.mrlc.gov/data?f%5B0%5D=category%3ALand%20cover>