

Office of Grants and Local Services  
**Land Tenure Agreement Checklist**  
**Grantee Use**

**Check the box if the requirement is satisfied.** Cite the page numbers or section of the land tenure agreement where the required information below can be found.

**Parties to the signed agreement:**

- Must identify the parties to the agreement
- Agreement must be signed by all identified parties.
- Alternate process allowed for Competitive programs only.

**Term of the agreement**

- Must satisfy term required by the program. (Please see the program guide specific to your project for more information.)

**Termination (revocability)**

Any of the following is acceptable:

- Termination clause specifies the agreement is revocable for breach of the contract provisions, or for cause
- The termination clause specifies the agreement is revocable by mutual consent
- No termination clause, the agreement is non-revocable.

The following is not acceptable:

- Termination clause allows land owner to revoke the agreement at will, that is without cause

**Renewal clause (2002 Resources Bond Act programs only)**

- Must include an option, which can be non-binding, for the applicant/grantee to renew the agreement beyond the original term requirement.

**Site Control**

- Must show that the grantee can fulfill their obligations under the contract to provide recreational use and ensure public access.
- Must demonstrate that the Grantee retains the right of review and approval of policies pertaining to the project.
- Must authorize the applicant/grantee to proceed with the development project. Applicant/grantee *may* (not required) delegate development roles to other entities.

The following is not acceptable:

- Agreement shows that Grantee only provides funds for the project.

**Operation and Maintenance**

- Must identify which entity is responsible for operation and maintenance of the project site as required by the contract. Entities other than the applicant/grantee may have this role.

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Completed by

\_\_\_\_\_  
Date