

GRANT LEASE AGREEMENT APPLICANT CHECKLIST

If the APPLICANT does not own the land in fee simple and is not going to acquire the land to become the landowner, then this checklist must be completed. *All items are required.*

Attach a copy of the signed agreement between the landowner and APPLICANT.

- Identify the page number(s) where each required item is in the agreement.
- Highlight the required Items in the agreement.

Draft agreements are acceptable, but should be watermarked, stamped, or otherwise denoted as a draft version.

APPLICANT
PROJECT NAME

<input checked="" type="checkbox"/>	AGREEMENT PAGE #(s)	REQUIRED ITEM(S)						
<input type="checkbox"/>	N/A	Highlight in the Agreement <u>and</u> enter information below for: TYPE OF AGREEMENT (e.g., lease, joint powers agreement, easement, memorandum of understanding, etc.)						
<input type="checkbox"/>		Highlight in the Agreement <u>and</u> enter information below for: PARTIES TO AGREEMENT and DATE SIGNED <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 70%; padding: 2px;">PARTY NAME AND TITLE 1</td> <td style="width: 30%; padding: 2px;">DATE SIGNED</td> </tr> <tr> <td style="padding: 2px;">PARTY NAME AND TITLE 2</td> <td style="padding: 2px;">DATE SIGNED</td> </tr> <tr> <td style="padding: 2px;">PARTY NAME AND TITLE 3</td> <td style="padding: 2px;">DATE SIGNED</td> </tr> </table>	PARTY NAME AND TITLE 1	DATE SIGNED	PARTY NAME AND TITLE 2	DATE SIGNED	PARTY NAME AND TITLE 3	DATE SIGNED
PARTY NAME AND TITLE 1	DATE SIGNED							
PARTY NAME AND TITLE 2	DATE SIGNED							
PARTY NAME AND TITLE 3	DATE SIGNED							
<input type="checkbox"/>		Highlight in the Agreement <u>and</u> enter information below for: TERM OF AGREEMENT <ul style="list-style-type: none"> • SPP grants require at least 30 years of site control for GRANTEES to operate and maintain the site for public recreational use. • The 30 years begin with the APPROPRIATION DATE. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 60%; padding: 2px;">START DATE</td> <td style="padding: 2px;">END DATE</td> </tr> </table>	START DATE	END DATE				
START DATE	END DATE							

<input checked="" type="checkbox"/>	AGREEMENT PAGE #(s)	REQUIRED ITEM(S)
<input type="checkbox"/>		Highlight in the Agreement: RENEWAL OPTION <ul style="list-style-type: none"> • The agreement must include an option, which can be non-binding, for the GRANTEE to renew the agreement beyond the original 30-year term.
<input type="checkbox"/>		Highlight in the Agreement: TERMINATION CLAUSE Any of the following is acceptable: <ul style="list-style-type: none"> • No termination clause – the agreement is non-revocable. • Termination clause specifies the agreement is revocable <u>only</u> for cause. • The termination clause cannot allow the landowner to revoke the agreement without cause, i.e., at will.
<input type="checkbox"/>		Highlight in the Agreement: SITE CONTROL, ROLES, AND RESPONSIBILITIES Should the GRANT be awarded: <ul style="list-style-type: none"> • The agreement authorizes the GRANTEE to proceed with the construction PROJECT. <ul style="list-style-type: none"> ○ The GRANTEE may delegate construction to other entities. • The agreement establishes when the public can use the PROJECT and gives GRANTEE <i>permission to operate</i> the PROJECT SITE (such as scheduling recreational programs). <ul style="list-style-type: none"> ○ The GRANTEE may delegate operational roles to other entities but is bound through the CONTRACT provisions to ensure full public access for the duration of the land tenure period. • The agreement identifies which entity will maintain the PROJECT SITE. The GRANTEE may delegate maintenance to other entities but is bound through the CONTRACT provisions to ensure maintenance of the PROJECT SITE for the duration of the land tenure period.