

## LWCF Boundary Map Guidelines

Considering that the maps will be used in perpetuity, information placed on the LWCF Boundary Map should assist future grant managers and project in determining the areas that are protected under the Land and Water Conservation Fund (LWCF) Act.

- Must include official park/site name, location, and LWCF project number.
- Must contain sufficient detail to legally identify the lands to be subject to the provisions of the LWCF Act. The following methods of identification are acceptable: deed references; adjoining ownerships; adjoining easements and rights-of-way; public streets; adjoining water bodies or other natural landmarks; meters and bounds; and surveys. Where one or more of the above methods are not readily suited for identifying the area, measurements from permanent locators may be used. A formal survey is not required.
- Must identify all known outstanding rights and interests in the area held by others. Known easements, deed/lease restrictions, reversionary interests, etc. are to be documented, including any area(s) under lease, name(s) of lessor and lessee, and term remaining on the lease(s). When at the time of project application, it is known that outstanding property rights held by others are being or will be exercised in the foreseeable future and impact only a portion of the area to be subject to the provisions of the LWCF Act, the impacted area must be clearly excluded from the LWCF boundary area depicted on the map and accompanied by an explanation. The remaining project area must meet all LWCF program criteria for eligibility and be a viable public outdoor recreation area.
- The total acreage must include the nearest tenth of an acre of the area within the LWCF boundary and subject to the provisions of the LWCF Act.
- Must include the North arrow.
- Must include a Map Legend.
- Must be signed and dated by an Authorized Official from the project sponsor's organization.
- Must include the park's latitude and longitude from the park's center and be identified in degrees, minutes, and seconds.
- If the subject parcel is part of, adjacent to, or near an existing LWCF protected area, also show the location of these other areas(s) including the acreage and name and number of the LWCF project for cross-reference purposes.
- Must clearly identify/describe all public access points to the site.
- Must identify any pre-existing uses (buildings, cemeteries, etc.) to determine if any should be excluded from LWCF protection.
- Must clearly show key features/uses such as:
  - Number of acres acquired OR developed
  - Roads with names indicated
  - Bodies of water
  - Structures/improvements
  - Utilities
  - Restrictions/easements/rights-of-way
  - Wetlands
  - Recreational Trails
  - Any other characteristics to aid in understanding the protected outdoor recreation resources.
- Must indicate the owner of the land subject to LWCF protection and show the general ownership and nature of adjacent properties (public conservation land/recreation land, investment property, industrial housing, residential, etc.).
- Must be in 11-inch x 17-inch pdf file format.
- If an area is under lease, the term and/or expiration date of the lease should be indicated.
- Remember that if there is a lease agreement (on newer projects) between two local public agencies, the requirements of LWCF Act remain valid after the lease agreement expires. The owner of the property assumes responsibility for complying with the LWCF Act.
- The map must be submitted prior to project approval and may be changed prior to administrative closeout and final financial drawdown with the approval of DPOR and the National Park Service.