

N.C. Parks and Recreation Trust Fund Land Acquisition Report

Grantee (Local Sponsor): _____

Project Title: _____ Project #: _____

Project Period: _____ to _____
(Beginning Date) (Ending Date)

Documentation Required:

1. A deed or easement containing the relevant restrictive clause (see Manual Appendix H) for each parcel acquired.
2. Evidence of title for each parcel acquired (Certificate from the Title Guaranty Company or letter from the local government attorney).
3. [Written offer to purchase](#) or signed closing disclosure statement.
4. Proof of payment. (Canceled checks - front and back or copy of wire transfer)
5. An appraisal for each parcel completed using the [Uniform Standard of Professional Appraisal Practices \(USPAP\)](#) or Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book appraisal) unless it was provided earlier. If land value exceeds \$500,000, two appraisals are required.
6. Reimbursement Request Form or Reimbursement Request with Donated Land Value.

Summary of Acquisition Costs: Supply the information below for each parcel acquired. Attach supplemental pages if additional space is required. Place the total for the "Land Acquisition Cost" column on the Detailed Expenditure Report under Element entitled "Land Acquisition". Acreage and value must match the appraisal.

Summary of Acquisition Costs

Parcel Number	Date Costs were Incurred	Acres Acquired	Land Acquisition Cost	Approved Appraisal Amount	Difference (+ or -)
#1					
#2					
#3					
#4					
#5					
Totals:					

Local Government Certification: I hereby certify that the expenses represented, and the accompanying documents are true and correct. I also certify the acquisition has been completed in accordance with the grant contract.

Name (printed/typed): _____ Title: _____

 Authorized Local Government Representative
 (signature)

 (Date)

For Use by the North Carolina Department of Natural and Cultural Resources.

Approved for Reimbursement:

 Regional RRS Consultant

 Grant Program Administrator

 Date

 Date