



1. **Recorded Deed(s)**

Electronic copy of the recorded deed(s).

2. **Recorded Grant Agreement**

- Electronic copy of the recorded grant agreement.
- Original hard-copy of the recorded grant agreement.

3. **Recorded Plan / Survey**

- Electronic copy of the final recorded plan/ survey.
- Full-sized hard copy of the final plan / survey.

4. **Final Baseline Documentation Report or Property Conditions Report**

Electronic copy of executed BDR / PCR.

5. **Title Policy / Opinion**

- Copy of final Opinion of Title (updated just prior to closing).
- OR
- Copy of Title Insurance Owners Policy (if applicable).

6. **LCHIP Sign**

Photo of LCHIP sign installed with description of where sign is posted (ex. next to front door, along a particular road or at a trail head).

7. **Stewardship**

- Stewardship contact information (name, title, phone, email).
- Property aliases: other names that may appear on monitoring reports or other documents or the stewarding organizations property ID number.

8. **GRANIT Submission Data (for land conservation projects only)**

- Digital boundary information in shapefile format identifying exclusion areas and special management areas when applicable.
- Completed GRANIT tract data sheet(s) and map(s).

OR

With prior approval of LCHIP, Recipients may submit data to GRANIT directly and carbon-copy LCHIP. Submission should include LCHIP as the "Protection Program". If more than one Protection Program was used, submit the most restrictive as the "Protection Program" and list other programs in "Other Comments".

9. **OTHER**

- _____ Date Due: _____
- _____ Date Due: _____
- _____ Date Due: _____
- _____ Date Due: _____