

Management Funding Process on Kentucky Heritage Land Conservation Fund Sites

Kentucky Heritage Land Conservation Fund (KHLCF) regulations state that all land acquired with fund money, in whole or in part by any agency, shall be managed in perpetuity for the purpose for which it was acquired as set forth in KRS 146.560 (2). Each site is required to obligate an **additional 10% of the acquisition cost** to manage the property in accordance with the most recently approved Resource Management Plan.

All KHLCF sites regardless of ownership shall follow this process:

- During the application process an estimate of the acquisition costs shall be made, to include 1) cost of option, 2) purchase price of land (excluding option), 3) cost of map(s), 4) certified survey(s) and reviews, 5) cost of appraisals and review, 6) cost of title opinion(s) and insurance, 7) cost of environmental audit(s), inspection(s) and remediation, and 8) any other specified administrative costs.
 - A minimum of 10% of that acquisition total shall be obligated in the Project Cost Worksheet towards the management of the site. Management funds may be provided by the KHLCF, the purchasing agency, outside funding, or any combination. The Preliminary Resource Management Plan shall identify any items and estimated costs on the Project Cost Worksheet.
 - As the 10% identified above is based on estimated costs, at the time of closing the management funds requested in the Project Cost Worksheet may be adjusted based on actual closing costs. Initial management shall take place in three general phases; KHLCF management funding will not be disbursed for any phase until the preceding phase has been completed or the KHLCF determines that a significant effort has been initiated.
1. **Phase I (Inventory)**: Upon acquisition of the property the KHLCF will disburse funds for biological and archeological inventories, as well as boundary marking and any needed security measures such as fencing and gates. No other land management shall be conducted until inventories are completed.
 2. **Final Resource Management Plan (FRMP)**: After any inventories and security measures are completed, the managing agency shall be able to develop a long term plan which includes details on future habitat management procedures, mapping of trail routes and recreational uses, and public access issues. The FRMP must be submitted to the KHLCF board for approval.
 3. **Phase II (Habitat management)**: After Phase I has been completed and the FRMP has been approved by the board with any requested modifications, funding for habitat management practices will be disbursed. These practices may include invasive species control, reforestation efforts, native grassland establishment, and prescribed fire where appropriate. These are the most common habitat management practices. Other practices shall be itemized with anticipated costs on the Project Cost Worksheet.
 4. **Phase III (Public access)**: After Phase II practices have been completed funds will be disbursed for the development of passive recreation and public access as detailed in the FRMP. Funds may be used for trail construction, maintenance, signage and other KHLCF board approved management practices. In some cases Phases II and III may proceed concurrently with prior KHLCF approval.
- Each site is to be managed in perpetuity in accordance with the most recently approved RMP; recipients shall provide an annual report detailing the expenditure of management funds during the preceding year and expected expenditures in the following year. Disbursements of management money will be based on these annual management reports and site visits conducted by KHLCF staff to assess management.