

Suggested Municipal Notification Letter

Name of Municipal Contact

Title

Address

Re: **WQIP Title**

Dear **Municipal Contact Name**:

The **Name of Land Trust** has been awarded funding by the New York State Department of Environmental Conservation, to acquire **X** parcels of land in the **Town/Village of X** to protect **Towns groundwater/surface water description**.

This funding is available through New York State Department of Environmental Conservation's Water Quality Improvement Project (WQIP) grants program, a statewide grant program open to local governments and not-for-profit corporations to implement projects that improve water quality. **Name of Land Trust** received funding under WQIP Land Acquisition Projects for Source Water Protection to purchase land in order to protect drinking water supplies.

As a requirement to use WQIP funds, all land acquisition projects by a not-for-profit corporation may only proceed if the municipality in which the land is located has no objection to the project. It is required that the municipality be notified in writing of the proposed acquisitions. If the municipality objects, it must do so by resolution within 90 days of notification. The municipality must notify **Name of Land Trust** and New York State Department of Environmental Conservation of its objection.

Please let this letter serve as notice to the **Town/Village of X** in accordance with WQIP Land Purchase and Conservation Easement Requirements that the **Name of Land Trust** proposes to acquire the following parcels of land, shown on the attached maps, for source water protection purposes: Tax Map ID Nos. **XXXXXXX**. If the Town has no objection, a letter of support should be provided to **Name of Land Trust** and New York State Department of Environmental Conservation within 90 days of notification. However, if no letter is sent expressing objection or agreement within 90 days of notification, **Name of Land Trust** can proceed with the acquisition(s).

If you have questions, please contact **Name of Land Trust** at **XXX-XXX-XXXX** or **XXX@email.com**.

Sincerely,

Name of Land Trust contact name

Attach:

- WQIP webpage link or fact sheet
- Objection letters must be delivered within 90 days of notification to:

NYS Department of Environmental Conservation

625 Broadway

Albany, NY 12233-3508

Attention: Bureau of Water Resource Management - WQIP

Not-for-profit name

Address

Attention: Name and Title

- Support letters should be sent to the addresses listed above.