



United States Department of Agriculture
Natural Resources Conservation Service

**MICHIGAN 2017 ACEP-ALE
APPLICATION CHECKLIST**

Entity Name: _____

Landowner Name: _____

County: _____

Directions: This checklist contains the information needed to submit a COMPLETE application. This checklist MUST accompany each application before it is submitted to NRCS.

ALL ACEP-ALE APPLICATIONS MUST CONTAIN THE FOLLOWING:	Initials
1) Completed and signed ACEP-ALE Pre-Application Assessment Tool.	
2) NRCS-CPA-41A signed by the landowner, NRCS-CPA-41 signed by the entity, and CCC-901 if landowner does not have entity information on file with the Farm Services Agency (FSA).	
3) Completed ACEP-ALE Ranking Form.	
4) Completed ACEP-ALE Application Data Sheet	
5) Hazardous Substance Landowner Interview, Field Inspection Checklist and Landowner Disclosure Worksheet.	
6) Location Map, showing the parcel and acreage being offered.	
7) Legal Description of property and proof of ownership (survey, deed or title commitment).	
8) Map of prime, unique or other important soils for the parcel.	
9) Map showing other protected parcels in relation to the parcel being offered.	
10) Evidence of how the parcel supports a state or local land protection program or documentation of Historical or Archaeological Resources for eligibility documentation under that criteria.	

11) Average Adjusted Gross Income (AGI) Certification (CCC-941) and HEL and Wetland Certification (AD-1026) must be current and on file with FSA.	
12) Statement regarding the level of threat from urban development for the parcel.	
13) Proof of ownership of subsurface mineral rights. Preliminary Title commitment.	
14) Copy of the pending offer for the parcel.	

Entity Signature

Date

Send Completed Checklist and documents to: NRCS State Office.

ACEP Coordinator Review

Date