

Property Monitoring Checklist

Prior to property visit

- Letter to landowner from ALT
- Review Conservation Easement. Please pay special attention to: Rights of Grantee, Prohibited Uses, and Grantor's Reserved Rights sections.
- Review Baseline Documentation Report (if available)
- Review Management Plan (if available)
- Review Previous years monitoring reports (if available)
- Review any other pertinent documents
- Call landowner to schedule visit. If the landowner cannot accompany you, ask appropriate questions from packet and tell them when the visit will take place.

During Visit

- Go on visit with field packet, monitoring form, pencil/pen, digital camera and GPS (if available)
- Be sure to see the entire property (walk perimeters).
- Take photos if something is out of the ordinary for the site and provide a written description and map if applicable.
- Avoid awkward conversations with landowners. Just document noteworthy observations in writing and photos.

After Visit

- Complete monitoring report
- Contact stewardship director if you find anything noteworthy.
- Drop off monitoring reports and photos (if any) to ALT.
- Pertinent information for each property is entered into a database, reviewed, and addressed by ALT.

Items to Bring on Field Visit

- Field file
- Monitoring Report
- Clipboard
- Pen/pencil and paper
- Digital camera(if available)
- Compass (if available)
- GPS (if available)
- Personal Gear (water, insect repellent, rain gear, cell phone, snack)