

## Section 6(f) Property Conversion Checklist

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Project Name: \_\_\_\_\_ Job Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Reviewer: \_\_\_\_\_

(SAT = Satisfactory; INC = Incomplete; MIS = Missing; N/A = Not Applicable)

Answers are required for questions which have no N/A box.

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### I. Studies and Coordination

SAT INC MIS N/A

- |                          |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A. Coordinated with the RCFB and determined if the project will convert outdoor recreation property acquired or developed with financial assistance from the Land and Water Conservation Fund?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | B. Identified owner of the outdoor recreation property.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C. Coordinated with owner of the outdoor recreation property.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | D. Written agreement from owner to relinquish the outdoor recreation property included.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | E. Coordinated with WSDOT Real Estate Services for appraisal of property.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | F. Coordinated with owner to identify replacement property of equal value.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | G. Coordinated with RCFB and owner concerning conversion package.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | H. Prepared conversion package and submitted to owner (sponsor).<br><ol style="list-style-type: none"><li>1. Sponsor submits conversion package to RCFB.</li><li>2. RCFB staff reviews conversion package.</li><li>3. If federal 6(f) funds involved, RCFB submits conversion package to National Park Service for review/concurrence.</li><li>4. RCFB sends approved conversion package to sponsor.</li><li>5. Sponsor signs conversion package and returns one copy to RCFB.</li><li>6. Sponsor sends copy of signed conversion package to WSDOT region.</li><li>7. RCFB will coordinate with sponsor and allow conversion to proceed.</li></ol> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I. Sent copy of signed conversion package to ESO and Region Real Estate Services.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | J. Sent copy of signed conversion package to Region Real Estate Services.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | K. Sent copy of signed conversion package to ESO.  |

General Comments: \_\_\_\_\_  
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