

This example can be used as a starting point to create a policy or other document for your own land trust, but should be altered as necessary to reflect your organization's unique circumstances using guidance found in the *Land Trust Standards and Practices Guidebook* text and corresponding Standards and Practices Curriculum.

Please Note: If you are using this material for accreditation purposes, see also [the Land Trust Accreditation Commission website](#) for additional information. To search for policies from accredited land trusts, insert <<accredited>> along with the search term (e.g., conflict interest policy accredited).

°NORTH HAVEN CONSERVATION PARTNERS Strategic Plan

Revised Mission Statement

North Haven Conservation Partners is dedicated to help protect and conserve important parcels of land, including scenic areas, wildlife habitat, natural resources, and historic and cultural features that offer meaningful public benefit to North Haven residents and are significant to the character of North Haven and the surrounding islands.

Draft Long-Term Goals

1. Landowner Outreach – Build and maintain ongoing relationships with North Haven landowners to enable NHCP to achieve our conservation goals.
2. Land Protection – Protect significant parcels of land on North Haven and the surrounding islands and secure public access where appropriate.
3. Public Awareness – Raise awareness of and support from the community about the value of land conservation and the role of NHCP in North Haven's future.
4. Stewardship – Ensure that NHCP properties and other assets are well managed and maintained.
5. Organizational Capacity – Continue to develop NHCP's organizational capacity to realize our program goals and sustain the organization for the long term.

DRAFT ACTION PLANS

Landowner Outreach. Build and maintain ongoing relationships with North Haven landowners to enable NHCP to achieve our conservation goals.

Action Plans	Priority	Responsibility	Target Timeline
Identify owners of key parcels of land and write letters to inform them of their conservation options.	High	Easement & Acquisition Committee and Individual Board members	6/03 & on-going
Meet with landowners (5 per summer) to introduce NHCP and its work.	High	Easement & Acquisition Committee and Individual Board members	9/03 & on-going
Establish a way to receive timely notice when property is coming on the market, and follow up with landowners before the land is sold for development. (e.g., contact with realtors, securing rights-of-first-refusal, etc.). Consult other land trusts about ways to do this.	High	Easement & Acquisition Committee	3/03
Conduct an annual workshop on conservation tools for landowners.	High	Easement & Acquisition Committee	Every summer
Meet with large landowners (5 per summer), including extended families, to encourage them to plan for conservation.	High	Easement & Acquisition Committee and Individual Board members	6/03 & on-going
Develop list of professional advisors for landowners (estate planners, etc.) for referrals.	High	Easement & Acquisition Committee	6/03

Land Protection. Protect significant parcels of land on North Haven and the surrounding islands, and secure public access where appropriate.

Action Plans	Priority	Responsibility	Target Timeline
Identify the key parcels of land for protection.	High	Land Protection Planning Committee	3/03
Adopt criteria for prioritizing land for protection.	High	Easement & Acquisition Committee -- present to full Board for adoption	3/03 (review each year)
Apply criteria to prioritize key parcels of land for protection.	High	Easement & Acquisition Committee	6/03
Create a reserve fund to enable NHCP to move quickly on unforeseen opportunities.	High	Board	3/03
Develop liaison procedure for NHCP to be aware of town's land use planning efforts and for NHCP to assist those efforts where appropriate (e.g., provide land use maps).	Low	Easement & Acquisition Committee	12/04

Public Awareness. Raise awareness of and support from the community about the value of land conservation and the role of NHCP in North Haven's future.

Action Plans	Priority	Responsibility	Target Timeline
Produce and distribute an annual newsletter.	High	Communication & Education Committee	6/03
Develop further understanding re property tax issues facing the town and how the work of NHCP is perceived and how it affects these issues. Consider ways to address negative impacts or perceptions.	High	Board	3/03
Publish summer event calendar and include NHCP events on town-wide calendar of events prepared by Lisa Shields.	High	Communication & Education Committee	6/03 & on-going
Write or secure articles about NHCP and land conservation in the <i>North Haven News</i> .	Medium	Communication & Education Committee	6/03 & on-going
Explore option of coordinating education programs with North Haven Community School.	Medium	Communication & Education Committee	6/04
Hold annual public picnic at Burnt Island, with transportation provided.	Medium	Development & Membership Committee & Board	annually
Establish an annual scholarship award and/or internship for a high school student to support interest in environmental education.	Medium	Communication & Education Committee	12/03

At the annual meeting, give an award to a community member who has done something significant for conservation.	Medium	Communication & Education Committee	annually
Design, produce and distribute NHCP hats, T-shirts and other memorabilia.	Medium	Communication & Education Committee	6/03
Actively identify opportunities to partner with other North Haven community organizations (e.g., historical society, parks commission) where there are overlapping interests.	Medium	Communication & Education Committee	6/03
Sponsor environmental education events for the community.	Low	Communication & Education Committee	12/04

Stewardship. Ensure that NHCP properties and other assets are well managed and maintained.

Action Plans	Priority	Responsibility	Target Timeline
Develop a good record-keeping system for NHCP's overall stewardship program.	High	Stewardship Committee Chair	9/03
Develop an individual annual work plan for maintenance of each NCHP property.	High	Stewardship Committee	By June of each year
Obtain and install NHCP boundary markers on Cabot land and new NHCP projects, where appropriate.	High	Stewardship Committee	6/03 & on-going
Establish regular contact and good lines of communication with the Mullens Head Parks Commission.	High	Stewardship Committee	By June of each year
Establish a Stewardship Committee.	High	Board	3/03
Formalize a policy for management and investment of the stewardship fund (e.g., never use principle, consult finance committee on expenditures, etc.).	High	Board	3/03
Establish a stewardship fund and a policy to ensure that the fund is adequate to meet NHCP's stewardship responsibilities.	Medium	Board	6/03
Ensure that an adequate system and process for annual monitoring is in place and regularly followed.	Medium	Stewardship Committee	9/03

Recruit volunteers to help with stewardship, i.e., develop a formal volunteer stewardship program. (e.g., work days, adopt-a-property, school groups, scout groups)	Medium	Stewardship Committee	12/03
Establish contact and build relationships with neighboring property owners.	Medium	Stewardship Committee	9/03
Evaluate the need for professional monitoring.	Low	Stewardship Committee	6/03
Establish guidelines and assess the need to hire specialized help on stewardship issues (e.g., forester, other natural resource consultant, etc.).	Low	Stewardship Committee	12/03

Organizational Capacity. Continue to develop NHCP’s organizational capacity to realize our program goals and sustain the organization for the long term.

Action Plans	Priority	Responsibility	Target Timeline
Develop an overall fundraising/financial plan.	High	Board with help of consultant & Development & Membership Committee	3/03
Expand the board (maintaining the balance between year-round and summer residents) to fill in skills and expertise needed.	High	Nominating Committee	6/03
Evaluate the feasibility of hiring a staff person and (if feasible) hire.	High	Board and Development & Membership Committee	3/03 (evaluate) 6/03 (hire)
Revisit/revise the committee structure and division of responsibilities to ensure effectiveness.	High	Board	3/03
Secure an office and meeting space on the island to establish a permanent presence.	Medium – High (depending on staff hire)	Board	6/03
Increase membership by evaluating and improving NHCP’s current membership program.	Medium	Development & Membership Committee	12/03
Develop opportunities for members to become volunteers.	Medium	Development & Membership Committee	12/03 & on-going

Create resource bank for improving internal skills and expertise (of board and staff).	Medium	Easement & Acquisitions Committee	12/03
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° This material is designed to provide accurate, authoritative information in regard to the subject matter covered. It is provided with the understanding that the Land Trust Alliance is not engaged in rendering legal, accounting, or other professional counsel. If legal advice or other expert assistance is required, the services of competent professionals should be sought.