

**Memorandum of Unrecorded GRANT Agreement
(For ACQUISITION, ENHANCEMENT, RESTORATION and DEVELOPMENT PROJECTS)**

The Memorandum of Unrecorded GRANT Agreement (MOUGA) records a notice on the title of the PROJECT property stating that the property use has restrictions due to the GRANT CONTRACT with DPR.

- A MOUGA is required when the PROJECT property is owned by the GRANTEE.
- A MOUGA is not required when the PROJECT property is leased to the GRANTEE.

The following process will be used to meet the MOUGA requirement:

1. OGALS will send an unsigned MOUGA to the GRANTEE when it is required, based on the following:
 - For PROJECTS involving ACQUISITION, the MOUGA is required after the property is acquired by the GRANTEE.
 - For ENHANCEMENT, RESTORATION, or DEVELOPMENT projects where the PROJECT site is owned in fee simple by the GRANTEE, **the MOUGA is required before any payment is approved for construction costs.**
2. GRANTEE'S AUTHORIZED REPRESENTATIVE signs and dates the MOUGA. GRANTEE attaches a "legal description of land where the PROJECT is located" (Exhibit A) to the MOUGA. The legal description can be obtained through the government rectangular survey, metes and bounds, or recorded plat (lot and block number). GRANTEE notarizes the signed MOUGA and the legal description (Exhibit A).
3. GRANTEE sends the notarized and signed MOUGA and the legal description (Exhibit A) to OGALS.
4. If requested by the GRANTEE, OGALS signs and notarizes the MOUGA, and returns the signed and notarized MOUGA to the GRANTEE for recordation.
5. GRANTEE records the signed and notarized MOUGA, and the attached legal description, with the County Clerk's Office.
6. GRANTEE'S County Recorder's Office provides OGALS with **the original** recorded and notarized MOUGA and the attached legal description (Exhibit A), and maintains a copy of the MOUGA and attached legal description (Exhibit A) with the rest of the PROJECT documents.

Recording requested by, and
When recorded, return to:

State of California
Department of Parks and Recreation
Grants and Local Services Division
P.O. Box 942896
Sacramento, CA 94296-0001

County: _____
(BASED ON PROJECT LOCATION)

APN: _____
(PROJECT'S ASSESSOR PARCEL NUMBER)

Space above this line for Recorder's use

Memorandum of Unrecorded Grant Agreement

This Memorandum of Unrecorded Grant Agreement (Memorandum), dated as of _____ (DATE SIGNED BY GRANTEE), is recorded to provide notice of an agreement between the State of California, acting by and through the Department of Parks and Recreation (DPR), and the _____ (GRANTEE).

RECITALS

- A. On _____ (PROJECT PERFORMANCE START DATE), DPR and Grantee entered into a certain Grant Agreement No. _____ (DPR CONTRACT #) , pursuant to which DPR granted to Grantee certain funds for _____ (DPR PROJECT #), for acquisition and/or improvement of certain real property more particularly described in attached "Exhibit A" and incorporated by reference (the "Real Property").
- B. Under the terms of the Grant Agreement, DPR reserved certain rights with respect to the Real Property acquired or improved with the grant funds.
- C. Grantee desires to execute this Memorandum to provide constructive notice to all third parties of certain rights reserved by DPR under the Grant Agreement.

NOTICE

- 1. The Real Property (including any portion of it or any interest in it) may not be sold or transferred without the written approval of the State of California, acting by and through the Department of Parks and Recreation (DPR), or its successor, provided that such approval shall not be unreasonably withheld as long as the purposes for which the Grant was awarded are maintained.

For additional terms and conditions of the Grant, reference should be made to the Grant Agreement which is on file with the DPR located at: Office of Grants and Local Services, 1416 Ninth Street Room 918 Sacramento, CA 95814

State of California
Department of Parks and Recreation:

GRANTEE: _____
(Name of Grantee)

By: _____
Signature Date

Printed Name and Title Date

By: _____
Signature Date

Printed Name and Title of Authorized Representative