CATEGORICALLY EXCLUDED (CEST) CHECKLIST FOR ENVIRONMENTAL RELEASE

SEC. 1 – PUBLICATIONS & COMMENT PERIODS

Standard Publications

_____ 1. Copy of ER Publication 1:   Notice of Intent to Request Release of Funds (Tiered Reviews)

  (ER Form 5.1)

_____ 2. Copy of Publisher's Affidavit for ER Pub. 1

Floodplain Publications (only required if a project site is in a floodplain/hazard, or wetland)

_____ 3. Copy of Floodplain Pub 1:   Notice Proposal to Support Activity in the 100-Year Floodplain or Wetland

_____ 4. Copy of Publisher's Affidavit for Floodplain Pub. 1

_____ 5. Copy of Floodplain Pub 2:   Notice of Explanation for Project in a Floodplain/Wetland

_____ 6. Copy of Publisher's Affidavit for Floodplain Pub. 2

Public Comment

_____ 7. Copy of any/all written comments from the public concerning floodplain activity, the FONSI
    determination, and/or the Request for Release of Funds

SEC. 2 – MAPS & REPORTS

Grant Services has provided a link to each of the recommended databases/resources. Grantees may use alternative sources to collect their maps and data. However, all maps must meet the following criteria:

- Map clearly show the entire project area;
- Map must clearly outline the project site(s);
- Map must be in full color
- Map must clearly display the legend

Required for CEST Projects

_____ 1. Airports (ACZ/APZ)*   NEPAssist: Expand "Transportation" layer, select airport points

_____ 2. Floodplain/Flood Insurance*   IN DNR Floodplain Map   OR   FEMA Floodplain Map AND NFIP Status

_____ 3. Wetlands Protection   US Fish & Wildlife Service Wetlands Inventory

_____ 4. Sole Source Aquifers   NEPAssist: *"Water Features" layer, select sole source aquifers*

_____ 5. Coastal Zone Mgmt   Lake Michigan Coastal Program Area: *mark community is outside LMCP*

_____ 6. Coastal Barrier Resources   US Fish & Wildlife Services CBRS Mapper: *map of entire state okay*

_____ 7. Environmental Justice   EJScreen Report & Map

Indicates map must be provided for each site: If sites are in close proximity and clearly outlined, single map showing all sites is acceptable.

May Also Required if Project Elevated to EA (Contact Grant Services w/ Questions)

_____ 8. Site Contamination   EnviroMapper "Search Envirofacts by Location (Zip Code) or by Program

_____ 9. Noise Abatement/Control   NEPAssist: *"Transportation" layer, select all layers*

_____ 10. Explosives & Flammables   EnviroMapper "Search Envirofacts", choose any/all search methods

_____ 11. Air Quality   NEPAssist: *"Nonattainment Areas" layer, select all*

_____ 12. Wild & Scenic Rivers   National Wild & Scenic Rivers System: *Screenshot of webpage is okay*

_____ 13. Endangered Species   US FWS Information for Planning/Consulting (IPaC)

Note: *The above resources are the minimum that should be collected/provided in the ERR. Refer to the ER Compliance Documentation Guide for more info about potential compliance document requirements.*

SEC. 3 – AGENCY LETTERS & COMMUNICATIONS

Grantees are required to complete the Section 106 Process and comply with the procedures set forth in 36 CFR Part 800. All Grantees will be instructed to initiate the Section 106 Process and collect letters from IN DNR – Division of Historic Preservation & Archaeology (DHPA). Grant Services will notify Grantees of any other required agency contact at or immediately following application review.

Required Environmental Agency Letters/Communications for CEST Projects

_____ 1. IN DNR – Division of Historic Preservation & Archaeology (DHPA) – *REQUIRED*

May Be Required – Will Be Notified If Additional Contact/Consultation Necessary

_____ 2. IN DNR – Division of Fish & Wildlife (INDNR-FWS)

_____ 3. US Dept. of Interior – Fish & Wildlife Service (USFWS)

_____ 4. Indiana Dept. of Environmental Management (IDEM)

_____ 5. USDA Natural Resource Conservation Services (NRCS) – *fulfills req. for soil maps*

_____ 6. US Geological Service, IU Indiana Map (USGS)

_____ 7. Indiana State Dept. of Health (ISDH)

_____ 8. Tribal Historic Preservation & Archaeology (THPA)

_____ 9. *Environmental Protection Agency Reg. V – Ground Water/Drinking Water Branch (EPA)**
  *Excepted for projects outside Kosciusko, Elkhart, St. Joseph, and Lagrange counties

_____ 10. County Health Department

_____ 11. County Planning/Zoning Commission

SEC. 4 – REQUIRED ER FORMS

_____ **1. Environmental Form 3: Certification of Categorical Exclusion, Subject to §58.5/58.6**
- INDIVIDUAL CERTIFICATION IS REQUIRED FOR EACH PROPERTY.
- Complete the project information at the top and select Activity # 4 "An individual action on a one-to-four family dwelling…"
- Provide the full common address (Street #, Street Name & Suffix, City, State, and Zip Code) AND the State Parcel # (do not use any local/county parcel ID)

_____ **2. Environmental Form 4: Statutory Worksheet OR Comparable HUD CEST Tier 1 Broad Level Review**
- Complete the project description on pg. 1. If space provided is not sufficient, attach as addendum and write "Project Description Attached Behind the Statutory Worksheet".
- On pg. 2, indicate whether or not each statute/regulation/authority is in compliance by marking "A" for yes or "B" for no in the Status column.
- On pg. 3, make a determination by selecting the corresponding radio button
  - *It is rare that a project would not require consultation or mitigation on any status or authorities. If you believe your project should convert to Exempt, please contact Grant Services to discuss the details of the project and your determination.*

_____ **3. Environmental Form 4.1: OOR Site Specific Environmental Review Worksheet (CEST)**
- INDIVIDUAL FORM REQUIRED FOR EACH PROPERTY. ATTACH ALL SITE-SPECIFIC ER DOCUMENTATION BEHIND THE FORM AND UPLOAD AS A SINGLE PACKET PER PROPERTY.
- Complete the property information on pg. 1. Provide the full common address (Street #, Street Name & Suffix, City, State, and Zip Code) AND the State Parcel #
- On pgs. 2 and 3, complete the compliance questions and make a determination for each section.

_____ **4. Environmental Form 6: Request for Release of Funds/Certification (RROF/C)**
- Complete the project description of page 1. If space provided is not sufficient, attach as addendum and write "Project Description Attached Behind the RROF/C".
- On pg. 2, Certification Statement 4, ensure the correct "did/did not" box is selected.