

ENVIRONMENTAL DOCUMENTATION CHECKLIST

PROJECT: _____ PROGRAM: _____ DATE: _____

LOAN AMOUNT: _____

GRANT AMOUNT: _____

MORTGAGE SECURITY SOURCE: _____

Please fill in the blank in front of each item with either a X, a Yes (or Y), N/A (for not applicable), or N/R (for no response)

(a) Rural Development Forms

(1) Categorical Exclusion/Environmental Assessment

_____ Categorical Exclusion Form
_____ Letter of Acceptance of Environmental Reports/Environmental Assessments from Environmental Staff to Processing/Approval Official
_____ Letter of Recommendation of Finding of No Significant Impact from Environmental Staff to Approval Official
_____ Finding of No Significant Impact

(2) Environmental Impact Statement

_____ Record of Decision
_____ Memorandum of Understanding with Applicants

(b) Public Notice Documentation

(1) Categorical Exclusion/Environmental Assessment

_____ Preliminary/Final Notices for Conversion of Important Resource(s)

_____ Letter to Applicant to Publish a Public Notice Announcing the Availability of an Environmental Assessment

_____ Public Notice Announcing the Availability of an Environmental Assessment (May Also Contain Language for Potential Impacts to Important Resources), with Publisher's Affidavit

_____ Letter to Applicant to Publish Public Notice Announcing the Availability of a Finding of No Significant Impact

_____ Public Notice Announcing the Availability of a Finding of No Significant Impact (May Also Contain Language for Potential Impacts to Important Resources), with Publisher's Affidavit

(2) **Environmental Impact Statement**

_____ Public Notice of Intent to Prepare an Environmental Impact Statement and Hold Public Scoping Meetings

_____ Public Notice Announcing the Availability (and Public Meeting, If Appropriate) of the Draft Environmental Impact Statement

_____ Public Notice Announcing the Availability of the Final Environmental Impact Statement (May Also Contain Language for Potential Impacts to Important Resources)

_____ Public Notice Announcing the Availability of the Record of Decision (May Also Contain Language for Potential Impacts to Important Resources)

(c) **Supporting Documentation**

(1) **Project Maps and Photos**

_____ Project Map

_____ Location Map

_____ Topographic Map

_____ Aerial Photos

_____ Ground-level Photos

(2) **Formally Classified Land**

_____ Request for Review Letter Sent to Agency(ies)

_____ National Park Service Review Letter

_____ Bureau of Land Management Review Letter

_____ National Oceanic and Atmospheric Administration Review Letter

_____ Forest Service Review Letter

_____ Fish and Wildlife Service Review Letter

_____ Other: _____

(3) **Important Farmland**

_____ Request for Review Letter Sent to NRCS

_____ NRCS Review Letter with AD-1006, "Farmland Conversion Impact Rating," or NRCS-CPA-106, "Farmland Conversion Impact Rating for Corridor Type Projects"

_____ NRCS Web Soil Survey Important Farmland Map with Project
Marked
_____ NRCS Review Letter/Email
_____ Letter/Email Returning Completed AD-1006 to NRCS

(4) **Floodplains**

_____ Request for Review Letter Sent to Expert Agency(ies)
_____ FEMA Maps with Project Marked
_____ FEMA Form 86-0-32, "Standard Flood Hazard Determination Form"
_____ Private Party Notice for Floodplains
_____ FEMA Form 86-0-33, "Elevation Certificate"
_____ 8-Step Alternatives Analysis
_____ Other: _____

(5) **Wetlands**

_____ Request for Review Letter Sent to Expert Agency(ies)
_____ Soil Survey Hydric Soils Map with Project Marked
_____ National Wetland Inventory Map with Project Marked
_____ Army Corps of Engineers Review Letter
_____ Wetlands Delineation According to Army Corps of Engineers
Standards
_____ Other: _____

(6) **Historic Properties**

_____ Other: _____

Section 106

(i) **Consultation with SHPO**

_____ Section 110(k) of NHPA Notice to Applicant
_____ Letter or Form Initiating Consultation with the SHPO
_____ Letter of Response from SHPO to Consultation Request (If
Not a Concurrence Letter)
_____ RD's Letter to SHPO with Finding of No Historic
Properties Affected or No Adverse Effect
_____ SHPO Concurrence Letter
_____ Historical Database Documentation
_____ Archaeological Survey Report
_____ Historic Properties Study

(ii) **Consultation with Tribe(s)**

_____ Applicant Tribal Notification and Invitation for Tribal
Engagement
_____ Agency Invitation for Tribal Consultation (If Sent in
Addition to the Above)

_____ Agency Invitation for Initiating Government-to-Government Tribal Consultation
_____ THPO/Tribal Official Consultation Response Letter
_____ RD's Letter to THPO/Tribal Official with Finding of No Historic Properties Affected or No Adverse Effect
_____ THPO/Tribal Official Concurrence Letter

(iii) **Adverse Effect**

_____ Form to Submit Notice of Adverse Effect and Draft Section 106 Agreement for National Office Review
_____ Memorandum of Agreement
_____ Notification and Invitation to Advisory Council on Historic Preservation

(7) **Biological Resources**

_____ Request for Review Letter Sent to Expert Agency(ies)
_____ State Environmental Agency(ies) Review Letter(s)
_____ Letter/Email to FWS/NMFS for Designation of Non-Federal Representative for Consultation
_____ Informal Consultation Request Letter to FWS
_____ FWS/NMFS Review Letter
_____ FWS IPAC Report
_____ RD's Section 7 Finding
_____ FWS/NMFS Concurrence Letter
_____ Letter to USFWS/NMFS for Formal Consultation
_____ Geological Survey Review Letter
_____ Forest Service Review Letter
_____ Bureau of Land Management Review Letter
_____ Other: _____

(8) **Water Quality, Coastal Resources, Air Quality, Transportation, Noise, Scenic Rivers, etc.**

_____ Request for Review Letter Sent to Expert Agency(ies)
_____ State Environmental Agency Review Letter(s) (If More than One State Environmental Agency Is Contacted)
_____ EPA Review Letter, if in Sole Source Aquifer Area
_____ Agency Letter if Coastal Barrier (FWS) or Wild & Scenic River (FWS, NPS)
_____ Consistency Determination Documentation
_____ State or County Transportation Department Review Letter
_____ Regional or County Planning Commission Review Letter
_____ State or Local Health Department Review Letter
_____ Other: _____
_____ Notice of Violation

_____ Agreed Order
_____ Long-term Control Plan

(9) **Socio-Economic Issues**

_____ Form RD 2006-38, "Civil Rights Impact Analysis Certification"
_____ Environmental Justice Maps

(10) **Environmental Due Diligence**

_____ Signed and Dated Narrative of Site Visit by RD, If Required
_____ Transaction Screen Questionnaire (TSQ)
_____ Phase I Environmental Site Assessment
_____ Phase II Environmental Site Assessment
_____ Certificate of Decontamination

(11) **Intergovernmental Review**

_____ Intergovernmental Review Request to SPOC/Clearinghouse
_____ Intergovernmental Review Response from SPOC/Clearinghouse
_____ Local Government Review Letter