Project NEPA/SEPA Strategy Checklist

Purpose: (1) Identifying/discussing the items below can help develop a strategy for NEPA/SEPA level projects so the Project Office and Regional Environmental Coordinator (REC) can develop a reasonable scope, schedule, and budget for environmental documentation. Please revisit this checklist as new information is available so changes can be made as appropriate. (2) To clarify the HQs Environmental Services’ Office (ESO’s) role for EAs/EISs and identify where ESO can assist in the NEPA/SEPA process.

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Region/Mode: \_\_\_\_\_\_ REC Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: (SR/MP) \_\_\_\_\_\_\_\_\_

Project Cost: \_\_\_ Fed Funds (Y/N) \_ Proposed NEPA Doc Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Initial Env. Classification: CE\* SEPA Checklist\* EA EIS AD Date: ­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Topics for Discussion at ESO/EC Meeting**

Project description/logical termini (REC)

Schedule (REC)

Confirm NEPA/SEPA level (REC)

Confirm Federal Lead/Co-Lead, Cooperating,

and Participating Agencies (REC/ESO)

Identify all Federal Agency

actions/permits/approvals (REC)

Discipline Reports anticipated – *Table 1* (REC)

ESO NEPA/SEPA Specialist Role (ESO/REC)\*\*

Changes in NEPA/SEPA Guidance (ESO)

Previous Commitments Identified (REC)

Community/Political Issues & Risk (REC)

**Available Resources**

[Environmental Manual](http://www.wsdot.wa.gov/Publications/Manuals/M31-11.htm)

WSDOT [NEPA/SEPA Guidance](https://wsdot.wa.gov/engineering-standards/design-topics/environment/nepa-sepa-guidance) Webpage

AASHTO’s [Preparing High-Quality NEPA Documents](https://environment.transportation.org/resources/practitioners-handbooks/practitioners-handbook-on-preparing-high-quality-nepa-documents/)

[FHWA INPCT](https://www.environment.fhwa.dot.gov/pubs_resources_tools/env_tools/inpct/) - for EA/EIS (optional)

Right Sizing Analysis – *Table 1* (REC/ESO)

***\*A CE or SEPA Checklist does not require ESO NEPA/SEPA Specialist involvement/review.***

***\*\*Submission of the Draft EA/EIS triggers a change in ESO’s role from team support to QA/QC reviewer as required by the Stewardship Agreement with FHWA.***

***TABLE 1*. Initial risk assessment (pre-scoping)**

**Please provide initial thoughts on relative impact(s) to each discipline to facilitate a ‘right-sizing’ discussion. Remember to share unusual circumstances that may affect the project socially/politically/etc. appropriate.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Discipline** | **High** | **Med** | **Low** | **Discipline** | **High** | **Med** | **Low** |
| **Air** |  |  |  | **Groundwater** |  |  |  |
| **Noise** |  |  |  | **Land Use** |  |  |  |
| **Energy** |  |  |  | **HazMat** |  |  |  |
| **Cumulative Effects** |  |  |  | **Fish/Wildlife/ Vegetation** |  |  |  |
| **Earth** |  |  |  | **Social/EJ** |  |  |  |
| **Surface Water** |  |  |  | **Cultural Resources** |  |  |  |
| **Floodplains** |  |  |  | **Section 4(f)** |  |  |  |
| **Visual** |  |  |  | **Section 6(f)** |  |  |  |
| **Wetlands** |  |  |  | **Transportation** |  |  |  |

**Use extra page(s) for notes on roles, coordination, expectations, and special assistance (REC/ESO)**