

**Info needed for an early coordination/environmental (or NEPA) review:**

- 1) A description of the project needs to include all parts of the project, not just portions in the floodway.
  - a) Include the county(s) where the project will take place.
  - b) If any part of the project will be crossing a stream or work will be done in the stream, please indicate that in the project description, including what work is proposed in the stream and how the stream will be accessed.
  - c) Describe potential impacts to natural resources, especially tree clearing, wetland impacts, bank stabilization, modification of streams, and other work below OHWM.
  - d) Include any temporary impacts that may occur.
  - e) Describe specific techniques and materials that may be used, such as directional drilling, open cut, type of pipe lining, type of pavement rehabilitation, seeding and erosion control measures, etc.
  - f) Include site-level photos if possible, including under any bridges and culverts associated with the project.
- 2) At least one site location map.
  - a) Include a representative map of the area such as a USGS topographic map with the site clearly marked, as well as an explanation of the location. Please do not zoom in too closely, as that makes it difficult to see the surrounding terrain. Please include the UTM coordinates if you have them.
  - b) Include aerial images of the project area if possible.
  - c) Include a kmz file of the project area if possible.
- 3) Include any plans that are available.
- 4) If this review is required to obtain a grant, make it clear what grant is involved and its deadline.
- 5) If the request is related to an ETR response, please indicate that in your submittal and include the letter from the Indiana Natural Heritage Data Center. This is typically associated with projects falling under certain Corps NWP's and associated CWA Section 401 WQCs with the Indiana Department of Environmental Management.
- 6) If you want to have an on-site meeting with a biologist, please state that in your submittal and include any suggested dates.

**How to submit the project information:**

- 1) Please submit review requests to Elizabeth Adkins, Environmental Coordinator, at [environmentalreview@dnr.IN.gov](mailto:environmentalreview@dnr.IN.gov).
- 2) If you do not want to submit via email, then you may submit review requests by mailing to:  
Elizabeth Adkins, Environmental Coordinator  
Indiana Department of Natural Resources  
Division of Fish, Wildlife, & Nature Preserves  
402 West Washington St., Room W273  
Indianapolis, IN 46204-2781

Questions regarding any reviews or information needed can be directed to Elizabeth Adkins at 317-234-2719 or [EAdkins@dnr.IN.gov](mailto:EAdkins@dnr.IN.gov).