**ENVIRONMENTAL and HISTORIC PRESERVATION SCREENING MEMO (EHPSM)**

*This memo should be attached to all project information sent to the Grant Programs Directorate (GPD) for an environmental and historic preservation (EHP) regulatory compliance review. Please complete sections A – D of this memo, as applicable. When questions are not applicable to the project, please leave the field blank. This memo is intended to be completed electronically. Please contact GPD-EHP for a version of this memo that is suitable for printing and completing by hand. To check (X) a box, please left double-click using your mouse and a Check Box Field Form Box will appear. On the Check Box Field Form Box, select the default value as Checked and press OK. To write in a text field ( ), please select the text field with your mouse and begin typing.*

**A. PROJECT INFORMATION**

Grant Program Name:

Grant Award Number:

Project Type (*Check all that apply):* *[ ]* Physical security enhancements (i.e., installation of fencing, cameras, TWIC readers, bollards, motion detection systems, x-ray machines, lighting, etc.)

 [ ]  New installation/construction/renovation (i.e., emergency operations centers, docks, piers, security guard buildings, etc.)

 [ ]  Renovations/upgrades/modifications to structures 50 years old or older

 [ ]  Communication towers, related equipment, and equipment shelters

 [ ]  Other ground disturbing activities (i.e., trenching, excavation, etc.)

 [ ]  Training and exercises (field-based only require further information)

 [ ]  Purchase of equipment (specify)

 [ ]  Other (specify)

Grantee Name:

State:       County:       Agency:

Subgrantee:       Project Title:       Fiscal Year:

**B. PROJECT DESCRIPTION/LOCATION** *(The following information will be required in order to complete a review for each project type. If multiple “project types” describe the same project, [i.e., physical security enhancements AND renovations of structures 50 years old or older AND other ground disturbing activities], it is not necessary to repeat information; please make a note to refer back to the previous entry.)*

**Project Type:** [ ]  **Physical security enhancements (i.e., installation of fencing, cameras, TWIC readers, bollards, motion detection systems, x-ray machines, lighting, etc.)**

Project Location (*physical project address or latitude/longitude of project location*):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

Will ground disturbance be required? [ ]  Yes [ ]  No

 If yes, please give total extent (*depth, length, and width)*

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed? [ ]  Yes [ ]  No

If yes, please explain how and where this installation is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **New installation/construction/renovation (i.e., emergency operations centers, docks, piers, security guard buildings, etc.)**

Project Location (*physical project address or latitude/longitude of project location*):

Describe the setting of the area where the new installation/construction/renovation is proposed (e.g., urban, suburban, or rural; forested or open field):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

Will ground disturbance be required? [ ]  Yes [ ]  No

 If yes, please give total extent (*depth, length, and width*):

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **Renovations/upgrades/modifications to structures 50 years old or older**

Project Location (*physical project address or latitude/longitude of project location*):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

Will ground disturbance be required? [ ]  Yes [ ]  No

 If yes, please give total extent (*depth, length, and width*):

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **Communication towers, related equipment, and equipment shelters**

Project Location (*physical project address or latitude/longitude of project location*):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

Please state the total height (in feet) of the tower or structure, including any antennae to be mounted:

If the proposed tower height is greater than 199 feet above ground level, please state why this is needed to meet the requirements of the project:

Will the tower be free-standing or require guy wires? [ ]  Free standing [ ]  Guy wires

 If guy wires are required, please state how many:

 Please state why a guyed tower is needed to meet the requirements of this project:

Has an FCC license been obtained for this tower? [ ]  Yes [ ]  No License #:

If yes, please attach all relevant environmental documentation submitted as part of the licensing process, including use of the Tower Construction Notification System (TCNS), if applicable.

Will ground disturbance be required? [ ]  Yes [ ]  No

 If yes, please give total extent (*depth, length, and width*):

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **Other ground disturbing activities (i.e., trenching, excavation, etc.)**

Project Location (*physical project address or latitude/longitude of project location*):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

What type of ground disturbance is needed and why (*i.e., utility trenching, etc.*)?

Please give the total extent of ground disturbance required (*depth, length, and width*):

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **Training and exercises (field-based only)**

*If the training is classroom-based, then no further information is required. If the training is field-based, then please provide the following:*

Will the field-based training take place at an existing facility having established procedures for that particular proposed exercise, and that conform with existing land use designations (refer to Information Bulletin #329 Clarification for further information)? [ ]  Yes [ ]  No

*If yes, the field-based training is taking place at an existing facility (as described above), no further information is required. If the field-based training is not occurring at an existing facility, please provide the following:*

Project Location (*physical project address or latitude/longitude of project location*):

Color site photos and other visual documentation (i.e., maps, technical drawings) attached? [ ]  Yes [ ]  No

Will ground disturbance be required to prepare the training site? [ ]  Yes [ ] No

 If yes, please give total extent (*depth, length, and width*):

Has the ground been previously disturbed? [ ]  Yes [ ]  No

 If yes, please describe the current disturbed condition of the area (e.g., parking lot, commercial development, etc.):

Will any equipment or structures need to be installed to facilitate training? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please describe the scope of the proposed training (purpose, frequency, facilities/location needed, materials and equipment needed, number of participants, and type of activities required) (*Attach additional pages, if needed)*:

Does the training exercise differ in any way (frequency, amount of facilities/land used, materials or equipment used, number of participants, type of activities, etc.) from previously permitted training exercises and training practices? [ ]  Yes [ ]  No

 If yes, please explain any differences, and the reason for them, in detail (*Attach additional pages, if needed)*:

**Project Type:** [ ]  **Purchase of equipment (specify)**

 Will any equipment need to be installed? [ ]  Yes [ ]  No

 If yes, please explain how and where this is proposed to be done (*please include site-specific photographs, and attach additional pages, if needed)*:

Please state the date of construction of the building(s) or structure(s) (e.g., bridge) involved in the proposed project:

**Project Type:** [ ]  **Other (specify)**

Please provide a detailed project description, including where the project is proposed to take place, what steps it will consist of, and how its goals are proposed to be accomplished (*Attach additional pages, if needed):*

**C. CONSIDERATION OF RESOURCE IMPACTS**

*The EHP review process will be greatly facilitated by comprehensive and detailed answers in this section. When completing this section, please state a specific reason [i.e., “there will be no impacts to geology and soils because this project will not involve any ground disturbance”] and cite a source [i.e., local master plan, previous environmental assessment, correspondence with US Fish and Wildlife Service, correspondence with State Historic Preservation Office, FEMA Floodplain Insurance Rate Map (FIRM), etc.] to support a response of “no impact” or “potential to impact.”*

|  |  |  |  |
| --- | --- | --- | --- |
| **Identify potential impacts to the following resources**  | **No Impact**  | **Potential to Impact** | **Reason/ Data Source/Agency** |
| Noise | **[ ]**  | **[ ]**  |  |
| Air quality | **[ ]**  | **[ ]**  |  |
| Water resources, including surface water, groundwater, wetlands, coastal areas, and floodplains | **[ ]**  | **[ ]**  |  |
| Geology and soil resources, including prime and unique farmlands and hydric soils | **[ ]**  | **[ ]**  |  |
| Biological resources, including general vegetation, wildlife, wildlife habitat, migratory birds, and wetland habitat | **[ ]**  | **[ ]**  |  |
| Threatened and endangered species and critical habitat  | **[ ]**  | **[ ]**  |  |
| Cultural resources, including architectural resources, archaeological resources, and Traditional Cultural Properties | **[ ]**  | **[ ]**  |  |
| Buildings or structures 50 years old or older | **[ ]**  | **[ ]**  |  |
| Socioeconomic resources, including economic development, demographics, and demand for housing and public services | **[ ]**  | **[ ]**  |  |
| Environmental justice (minority and low-income populations) | **[ ]**  | **[ ]**  |  |
| Aesthetics and visual resources | **[ ]**  | **[ ]**  |  |
| Human health and safety | **[ ]**  | **[ ]**  |  |
| Infrastructure, utilities, transportation and waste mgt.  | **[ ]**  | **[ ]**  |  |
| Land use planning and zoning | **[ ]**  | **[ ]**  |  |
| Hazardous waste/ contamination | **[ ]**  | **[ ]**  |  |
| Community facilities and services | **[ ]**  | **[ ]**  |  |

**D. OTHER INFORMATION** (*Please answer the following questions/provide requested information*.)

Are personnel preparing this form familiar with the site? [ ]  Yes [ ]  No

Did personnel visit site? [ ]  Yes [ ]  No

Is the project part of an approved plan such as a Master Plan or an Implementation Plan or any larger action with an accompanying National Environmental Policy Act (NEPA) document? [ ]  Yes [ ]  No (*If yes, give the plan name, and please include a copy of the NEPA document*)

Is the project still consistent with the approved plan? [ ]  Yes [ ]  No

*(If no, additional EHP compliance requirements may apply.)*

Is the environmental document accurate and up-to-date? [ ]  Yes [ ]  No

*(If no, additional EHP compliance requirements may apply.)*

What was the decision of the NEPA document? (*Check one, and please attach)*:

[ ]  Finding of No Significant Impact (FONSI) OR

[ ]  Record of Decision (ROD)

Date approved