Environmental Certification Workflow (Typically 10-15 Days)

**Initial Request**
- Applicant submits preliminary project description and/or request for a loan number to GEFA

**Environmental Certification (EC)**
- GEFA generates a loan and/or grant number
- GEFA forwards the project description and unapproved EC to EPD

**Environmental Certification (EC)**
- MPU completes the EC and returns the completed form to GEFA
- The following is noted on the form:
  - Status of the project
  - If CE or NONSI is applicable (if known)
  - If P&S must be submitted
  - If not in compliance with SDS
Categorical Exclusion (CE) Workflow (Typically 60-90 Days)

Project Summary
- Applicant drafts a project summary and/or preliminary engineering report

CE Application
- Applicant submits a CE Request Form, including all applicable attachments, to EPD

CE Application Review
- MPU reviews the application to verify exclusion criteria are met
  - If not, applicant is notified a NONSI is required
  - MPU reviews the application for completeness
  - If not, the applicant is notified of any necessary additional information

Response to Comments
- Applicant provides any additional information requested by EPD, if necessary

Categorical Exclusion
- When all comments have been addressed, MPU drafts a CE for the project

Signature / Issuance
- Draft CE is routed for management review and signature by the Director
- Issued CE is mailed to the following:
  - Applicant, HPD, WRD, F&W, USACE

Public Notice - 30 DAYS
- EPD accepts comments or additional information that may alter the CE decision
- EPD posts the CE on EPD’s website
- EPD posts the CE on GEOS
- EPD distributes the CE via the GovDelivery listserv
- Applicant posts the CE at a public location

Response to Comments
- EPD provides comments received to the applicant, if any
  - Applicant responds to commenter and/or provides requested information
  - Applicant provides EPD with documentation that all comments have been resolved

SERP Complete
- If no adverse comments are received, EPD confirms that the CE is in effect and that the SERP is complete

September 2020
Notice of No Significant Impact (NONSII) Workflow (Typically 90-120 Days)

**Environmental Assessment**
- Applicant conducts an environmental assessment and drafts an Environmental Planning Document
- Applicant may request comments on the project from state/federal agencies to aid in impact determinations for each environmental category

**Public Meeting - 30 DAYS**
- Applicant advertises a public meeting for the project in the local newspaper, during which the draft Planning Document must be available for review/comment
- During the meeting, the applicant should be available to accept verbal and written comments

**Environmental Planning Document**
- Applicant compiles comments received during the public notice/meeting
- Response to comments is prepared
- Planning document is revised, as necessary, based on comments from public and/or EPD

**NONSII Application**
- Applicant submits a NONSII Request Form, including all applicable attachments, to EPD

**NONSII Application Review**
- MPU reviews the NONSII Application for completeness and general acceptability
- If not, EPD prepares a detailed comment letter
- If acceptable, but meeting has not been completed, EPD may continue with review only, while applicant advertises

**Agency Notifications - 30 DAYS**
- EPD notifies the following State/Federal Agencies of the project and allows 30 days for their comments, if not previously notified:
  - DOT, HPD, WRD, Regional Commission, F&W, USACE

**Environmental Planning Document**
- MPU completes an in-depth review of the planning document
- If necessary, written comments are provided to the applicant
- MPU completes the Planning Document Checklist

**Response to Comments**
- Applicant revises the planning document in accordance with MPU comments, if necessary

**Notice of No Significant Impact**
- When all comments have been addressed, MPU drafts a NONSII for the project

**Signature / Issuance**
- Draft NONSII is routed for manager review and signature by the Director
- Issued NONSII is mailed to the following:
  - Applicant, HPD, WRD, F&W, USACE

**Public Notice - 30 DAYS**
- EPD accepts comments or additional information that may indicate further environmental review is necessary
- EPD posts the NONSII on EPD’s website
- EPD posts the NONSII on GEOS
- EPD distributes the NONSII via the GovDelivery listserv
- Applicant posts the NONSII at public location

**Response to Comments**
- EPD provides comments received to the applicant, if any
- Applicant responds to commenter and/or provides requested information
- Applicant provides EPD with documentation that all comments have been resolved

**Planning Document Approval**
- If no adverse comments are received and/or when all comments have been addressed, EPD confirms that the NONSII is in effect and approves the planning document
# CWSRF Notice of No-Significant Impact (NONSI) Request

## Section I – Loan Applicant:

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of municipality, county, etc. requesting the loan:</td>
</tr>
<tr>
<td>2</td>
<td>Street address/P.O. Box:</td>
</tr>
<tr>
<td>3</td>
<td>City:</td>
</tr>
<tr>
<td>4</td>
<td>State:</td>
</tr>
<tr>
<td>5</td>
<td>Zip:</td>
</tr>
<tr>
<td>6</td>
<td>County:</td>
</tr>
<tr>
<td>7</td>
<td>Contact person:</td>
</tr>
<tr>
<td>8</td>
<td>Title:</td>
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<tr>
<td>9</td>
<td>Phone Number:</td>
</tr>
<tr>
<td>10</td>
<td>Email:</td>
</tr>
</tbody>
</table>

## Section II – Project Engineer:

<table>
<thead>
<tr>
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<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Firm name:</td>
</tr>
<tr>
<td>2</td>
<td>Street address:</td>
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<tr>
<td>3</td>
<td>City:</td>
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<tr>
<td>4</td>
<td>State:</td>
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<td>5</td>
<td>Zip:</td>
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<td>Phone number:</td>
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<td>8</td>
<td>Email:</td>
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</tbody>
</table>

## Section III – Project Information:

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project name:</td>
</tr>
<tr>
<td>2</td>
<td>GEFA loan number:</td>
</tr>
<tr>
<td>3</td>
<td>Anticipated loan amount:</td>
</tr>
<tr>
<td>4</td>
<td>Provide the following items:</td>
</tr>
<tr>
<td></td>
<td>- Map showing project location and including project coordinates</td>
</tr>
<tr>
<td></td>
<td>- SRF Planning Document</td>
</tr>
<tr>
<td></td>
<td>- Proof of advertisement, public meeting minutes, and comments received during the meeting (if any)</td>
</tr>
<tr>
<td></td>
<td>- Copies of any correspondence sent to and/or received from other State agencies (if any)</td>
</tr>
</tbody>
</table>
# CWSRF CATEGORICAL EXCLUSION REQUEST

## Section I – Loan Applicant:

1. Name of municipality, county, etc. requesting the loan:

2. Street address/P.O. Box:

3. City:  
   4. State:  
   5. Zip:  
   6. County:

7. Contact person:

8. Title:

9. Phone Number:

10. Email:

## Section II – Project Engineer:

1. Firm name:

2. Street address:

3. City:  
   4. State:  
   5. Zip:

6. Contact person:

7. Phone number:

8. Email:

## Section III – Project Information:

1. Project name:

2. GEFA loan number:

3. Anticipated loan amount:

4. Provide map showing project location and including project coordinates.

5. Provide project description/preliminary engineering report

6. Attach a copy of any correspondence sent and/or received from other State agencies (if any)