

Environmental Review Documentation and Certification Form

FOR GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

Instructions

The Environmental Review Documentation and Certification Form For General Administration, Fair Housing, and Planning Activities (only) is the:

Environmental Review;
Environmental Review Certification; and
Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions

Applicants executing an Environmental Review Documentation and Certification Form For General Administration, Fair Housing, and Planning are certifying that the environmental review evaluation and the determination of exemption are accurate for general administration, fair housing, and planning activities funded with administrative dollars. This will satisfy the grantee's environmental review documentation process for these select activities. Applicants must submit an original, executed Environmental Review Documentation and Certification Form For General Administration, Fair Housing, and Planning with the application and keep one original, executed form on file. Once the grant agreement is fully executed, grant recipients will be able to commit and access grant funds for these three activities. Please refer to OHCP Policy 06-02 for further information and guidance.

General Administration, Fair Housing, and Planning Defined

General administration and fair housing activities are defined as "Exempt" per 24 Code of Federal Regulations (CFR) 58.34(a)(3). Environmental and other studies, resource identification and the development of plans and strategies are defined as "Exempt" per 24 CFR 58.34(a)(1).

By executing this form, the certifying officer is certifying that the project description listed below is accurate; an environmental evaluation for general administration, fair housing, and planning activities was completed; and a determination of exemption was found for general administration, fair housing, and planning activities.

Project Description

Planning activities include environmental and other studies, resource identification and the development of plans and strategies. Program administration activities for this project include all or some of the following: staff and related costs required for overall program management, coordination, monitoring, reporting and evaluation; citizen participation costs; fair housing activities; indirect costs charged using an accepted cost allocation plan; development of submissions or applications for federal programs; and staff and overhead costs for project delivery and certain costs of administering the (check all applicable):

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)
- Emergency Shelter (ESG) Programs

Environmental Review Documentation and Certification Form

FOR GENERAL ADMINISTRATION, FAIR HOUSING AND PLANNING

Certification

An environmental evaluation has been conducted for general administration, fair housing, and planning activities. Pursuant to the review, it is the finding of the responsible entity that the activities listed in the project description above are exempt. Therefore, per 24 CFR 58.34, the responsible entity does not have to undertake any environmental review, consultation, or other action under NEPA and the other provisions of law or authorities cited in 24 CFR 58.5 and 58.6 for these projects.

I certify the accuracy of these statements:

Grant Recipient:

Grant Number or Project Type and Name:

Name and Title of Certifying Officer:

Mailing Address (Line 1):

Mailing Address (Line 2):

City, State & Zip

Signature of Certifying Officer:

Date of Signature:

Program Administrator Name:

E-Mail Address of Program Administrator:

Administrator's Phone Number: