

NBRC NEPA INTAKE FORM

The National Environmental Policy Act (NEPA) requires that federal agencies consider the potential environmental impacts of their actions before implementation or spending funds on the proposed action. You must complete this initial NEPA Intake Form as part of your NBRC application to provide NBRC Staff with project information relevant to the NEPA process. Please provide attachments to support the information provided on this form, as needed.

Note: Completion of this form does not satisfy NEPA, but it does help NBRC to determine what NEPA analysis will be required. If your project is funded, the NEPA process must be complete before NBRC will issue a Notice to Proceed.

Entity applying for funding:		
Point of contact (POC):	Date:	
Project / NEPA Status Overview		
Has this project been awarded other state/federal funding? (See two rows below if anticipated) <i>If yes, please list the other federal funders here and provide agency POC contact information (include attachment if the space provided below is not sufficient):</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Agency #1: Funding Program: POC Name: POC Email:	Agency #2: Funding Program: POC Name: POC Email:	Agency #3: Funding Program: POC Name: POC Email:
Does this project anticipate receiving other federal/state funding (but has not received confirmation yet)? <i>If yes, please list the other state/federal funders, the funding program (if known), and the anticipated date for notification of funding decision:</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a NEPA process currently underway or complete for this project as required by <u>other federal funding</u>? <i>If yes, please fill in the following information:</i> Federal Agency: POC at Agency: POC Email Address: Status of NEPA (e.g., in progress, complete): <i>If environmental documentation is available, please provide as an attachment This may aid our internal NEPA and National Historic Preservation Act Section 106 reviews.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No

NBRC NEPA INTAKE FORM

<p>Are there any other environmental review processes, consultations, or permits underway? <i>If yes, please fill in the following information:</i> Agency: POC at Agency: POC Email Address: Status (e.g., in progress, complete):</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Are there any other ongoing or planned projects in the proposed project area? <i>If yes, please provide a description of these projects:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Is this project dependent on the completion of another project and/or are there any other projects that cannot move forward without the completion of this project? <i>If yes, please provide a brief description of these other projects (include attachment if the space provided below is not sufficient):</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Has any public outreach or engagement work been done for this project? <i>If yes, please provide a brief description of this work:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Is there any known or anticipated public controversy that would result from the implementation of the project activities (i.e., a public dispute over the proposed land use)? <i>If yes, please provide more information:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>What is the anticipated timeline for starting project implementation?</p> <p style="color: red; text-align: center;">Please note: NBRC does not allow projects to begin to commit or expend NBRC funds or match/cost share funds prior to being issued a Notice to Proceed. A Notice to Proceed will not be issued until NEPA obligations have been satisfied for the NBRC award.</p>	

NBRC NEPA INTAKE FORM

Project Description
Location of the proposed action (project's physical address and GPS coordinates):
<p>The project description provided here should be different from the description provided previously in the NBRC Grant Application. For the purposes of NEPA, the project description should focus on what will physically be taking place in order to carry out the proposed project. If applicable and available, please provide site photos as an attachment to this form. Please include all components of the project, including those that are <i>not</i> funded by NBRC.</p> <p><i>For example, if your project involves the renovation of an existing facility to repurpose the space to be used as a business incubator space, you should provide details of what renovation activities will be taking place (ex. demolition of walls to update the existing layout, installing new equipment, electrical upgrades, and any exterior/landscaping that may be part of the scope of work, including if any vegetation will be removed), the amount of square footage that will be renovated, and the anticipated timeframe of construction. If your project does not involve construction, you should detail specifically what the NBRC funds would be paying for and what will take place as a result. For example, if your project is providing technical assistance to small dairy farmers to support the transition to organic products, you would note that NBRC funds would pay for consultants and that technical assistance would consist of performing site visits to dairy farms, developing recommendation reports for farmers, and performing associated administrative tasks.</i></p>

Additional Project Questions

Question	Response	Explanation
<p>Will any digging or excavation occur during the project? If yes, please describe the nature of this activity and include any linear distances, total square footage, and estimated depth. Please identify activities specific to clearing, grading, excavation, paving, new construction, utility installations, fencing, etc.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

NBRC NEPA INTAKE FORM

<p>Does the project involve work to existing structure(s)? If yes, please provide the age of the structure and identify whether the project involves renovation or rehabilitation.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>Have there been any known flooding events in or near the project location? If yes, please describe.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>Will any trees be removed during the project? If yes, please provide the number (or acreage) of trees to be removed.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>Are there any schools, residences, libraries, hospitals, or other care facilities near the project site? If yes, please describe and approximate the distance to the project site</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>Please provide the anticipated months for construction (e.g., May–Oct).</p>		
<p>If the project involves the acquisition, repair, improvement, renovation, restoration, reconstruction or rehabilitation of public facilities and improvements, please provide the estimated change in size or capacity of the facility, (e.g., replacement of water or sewer lines, reconstruction of curbs and sidewalks, repaving of streets, restoring a building, etc.)</p>		
<p style="text-align: center;"><u>CULTURAL RESOURCES</u></p> <p style="text-align: center;"><u>National Historic Preservation Act, Archaeological Resources Protection Act of 1979, Native American Graves Protection and Repatriation Act</u></p> <p>a. Are Historical Properties (≥ 45 years) present (ME, NH, NY, VT) (if yes, your project may require Section 106 consultation with the State Historic Preservation Office)?:</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

NBRC NEPA INTAKE FORM

<p>b. Are Archaeological sites present (ME, NH, NY, VT) (may require consultation with the State Historic Preservation Office)?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>c. Is Tribal consultation required (Reference the Tribal Directory Assessment Tool, state links to information (NY & ME), and consult with the Tribal Historic Preservation Officer if applicable)?:</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p><u>BIOLOGICAL RESOURCES</u></p> <p>Endangered Species Act Section 7; Marine Mammal Protection Act; State Agencies (ME, NH, NY, or VT)</p> <p><i>Creating an account in the U.S. Fish and Wildlife Service's iPAC (Information and Planning and Consultation) system and entering your project's physical address will produce reports that aid in answering this question. If successful, please attach the report and any maps you may have for supporting documentation</i></p>		
<p>a. Will the project affect federal or state threatened, endangered, proposed or candidate species, or designated critical habitat?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>b. Will the project avoid impacts on bird species protected under the Migratory Bird Treaty Act (MBTA) (<i>refer to the iPAC report</i>)?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>c. Will the project avoid impacts on species protected under the Bald and Golden Eagle protection Act (<i>refer to the iPAC report</i>)?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>d. Will the project impact marine critical habitat designated and managed by the National Marine Fisheries Service?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

NBRC NEPA INTAKE FORM

<p>e. Does the project have potential to introduce, spread, or contribute to the continued existence of invasive species?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p><u>AIR QUALITY</u></p> <p><i>Project location's attainment/nonattainment/maintenance status, state implementation plan status, permits required, emissions.</i></p> <p><i>Clean Air Act 40 CFR Parts 6,51, & 93; Sections 176(c) and (d)</i></p>		
<p>a. Is the project located in a USEPA Criteria Pollutant Attainment / Non-Attainment / Maintenance status Area? (attach a Map) (ME, NH, NY, VT) <i>*Vermont is in attainment status for all USEPA Criteria Pollutants (Response is No)</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>b. If yes to 'a.' above, does the state have a State Implementation Plan (SIP (ME, NH, NY, VT))?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>c. If b. is answered 'Yes, will construction operations significantly contribute to SIP emissions?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p>d. Will an air quality Permit to Construct and/or Permit to Operate be required based off project construction or long term project operations (ME, NH, NY, VT)?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<p><u>WETLANDS / WATERS OF THE UNITED STATES</u></p> <p><i>Clean Water Act Section 404 and Section 401</i></p>		
<p>a. Are wetlands present on the project site(s)? <i>If yes, please attach a U.S. Fish & Wildlife National Wetland Inventory map, a state wetlands map (ME, NH, NY, VT), and a NRCS Web Soil Survey map to verify any existing hydric soils by following these Instructions. When you have</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

NBRC NEPA INTAKE FORM

<p><i>selected your AOI, go to the Soil Data Explorer Tab > Soil Reports > Land Classifications (same general location for Prime and Important Farmlands) > Hydric Soil List-All Components > View Soil Report.</i></p> <p>b. If yes, is a U.S. Army Corps of Engineers and/or state permit required? (ME / NH / NY / VT)?</p> <p>c. Does the project propose any dredging or filling of waters of the United States?</p> <p>1. If yes, is a U.S. Army Corps of Engineers Nationwide General Permit (New York) / New England required?</p> <p>2. If yes, is a U.S. Army Corps of Engineers Regional General Permit required?</p> <p>3. If yes, is a U.S. Army Corps of Engineers Individual Permit required?</p> <p>4. If yes, is a state 401 Water Quality Certification Required (ME / NH / NY / VT)?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	
<p style="text-align: center;"><u>17. FLOODPLAINS</u></p> <p style="text-align: center;">40 FR Part 9 Floodplain Management and Protection of Wetlands</p> <p>a. Is a 100- or 500-year FEMA (Federal Emergency Management Agency) Flood Zone present)?: <i>Please attach a FEMA Flood Insurance Rate Map (FIRMette) & any required state correspondence (ME,NH,NY,VT) as supporting documentation.</i></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	

NBRC NEPA INTAKE FORM

SURFACE WASTER RESOURCES

[Clean Water Act Section 402 National Pollutant Discharge Elimination System](#)

a. Are [Federal](#) or state ([ME](#), [NH](#), [NY](#), [VT](#)) stormwater permits required (Please *attach copy of permit if already obtained*)?:

-Yes, if any proposed land disturbance is one acre or more ([USEPA \(New Hampshire only\)](#), [ME](#), [NY](#), [VT](#))?:

-Will the project discharge stormwater from an industrial facility that requires a permit (often referred to as a Multi-Sector General Permit [([USEPA \(New Hampshire only\)](#), [ME](#), [NY](#), [VT](#)]) (Please *attach a copy of the permit if already obtained*)?:

-Will the project propose to increase existing or new impervious surface ([VT](#))?:

b. Is a wastewater permit required ([ME](#), [NH](#), [NY](#), [VT](#))? Please *attach copy of permit if already obtained*.

c. Is a drinking water permit required ([ME](#), [NH](#), [NY](#), [VT](#))? Please *attach copy of permit if already obtained*.

- Yes
 No
 Unsure

- Yes
 No
 Unsure

- Yes
 No
 Unsure

- Yes
 No
 Unsure

- Yes
 No
 Unsure

GROUNDWATER RESOURCES

[Safe Drinking Water Act - 40 CFR Part 141 Ground Water Rule](#)

a. Is the project located within a [Sole Source Aquifer](#) (Please *attach a map*)?:

- Yes
 No

NBRC NEPA INTAKE FORM

<p>b. Is the project located within a Wellhead Protection Area [ME, NH, NY, VT] (Please attach a map) ?:</p>	<p><input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure</p>	
<p style="text-align: center;"><u>ENVIRONMENTAL RISK MANAGEMENT</u> <u>40 CFR Part 312 All Appropriate Inquiries</u></p> <p><i>Document any history of hazardous materials, substances or wastes that may have been released at, generated by, or required for, the operation of a facility proposed for purchase or lease in the context of a real estate transaction. The environmental condition of the property must be evaluated to obtain certain protections from liability under the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) as an innocent landowner, contiguous property owner, or bona fide prospective purchaser.</i></p> <p>a. Indicate whether a Phase I Environmental Site Assessment (ESA) or other environmental due diligence procedures have been completed on the project site within the past 180 days, if applicable.</p> <p>b. Was Hazardous Waste historically or currently present and/or proposed for future generations as part of the project?</p> <p>c. Were Hazardous Materials historically or currently present and/or proposed for future use as part of the project?</p> <p>d. Were Aboveground or Underground Storage Tanks historically or currently present and/or proposed for future use as part of the project?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unsure</p>	

NBRC NEPA INTAKE FORM

<p>e. Was Lead-based Paint (LBP) historically or currently present and/or proposed for future use as part of the project?</p> <p>f. Was Asbestos historically or currently present and/or proposed for future use as part of the project?</p> <p>g. Was Mold historically or currently present and/or proposed for future use as part of the project?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	
<p><u>NOISE</u> <i>National Environmental Policy Act of 1969</i></p>		
<p>a. Please describe the ambient noise environment.</p> <p>b. Are any adverse noise impacts anticipated from construction and/or operation of the project?</p> <p>c. If adverse noise impacts are anticipated, distance from sensitive noise receptors (e.g. schools, hospitals, residences)?</p> <p>d. Are there any noise regulations or ordinances that apply in your project location?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	
<p><u>TRANSPORTATION</u> <i>42 CFR Part 771 Environmental Impact and Related Procedures</i></p>		
<p>a. Are existing facilities and routes (road, rail, air) adversely impacted by the project?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

NBRC NEPA INTAKE FORM

<p>b. Is there a need for road realignments, signalization, increased delay times or project relocation to avoid adverse impact(s)?</p> <p>c. Are there any transportation studies relevant to the project? If yes, <i>attach documentation.</i></p>	<p><input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	
<p><u>VISUAL IMPACT ASSESSMENT</u> <i>National Environmental Policy Act of 1969</i></p>		
<p>a. Are visually sensitive areas or landscape features in the vicinity of the project?</p> <p>b. If yes, identify visual impacts including structure heights, viewing angles, and screening between the project & sensitive area?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	
<p><u>COASTAL AREAS</u> <i>Coastal Barrier Improvement Act of 1990</i></p>		
<p>a. Is the project located in a Coastal Zone Management Area (CZMA) [New Hampshire; Maine]?</p> <p>b. Is the project located in a Coastal Barrier Resource Area (CBRA)?:</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p>	

Please note: NBRC does not allow projects to begin to commit or expend NBRC funds or match/cost share funds prior to being issued a Notice to Proceed. A Notice to Proceed, will not be issued until NEPA obligations have been satisfied. A NEPA Determination regarding the proposal will be made following notice of award and the successful completion of the negotiation phase of the award process.

Revised April 2026