

## 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.

<b>Entity applying for funding:</b>		
<b>Point of contact (POC):</b>	<b>Date:</b>	
<b>Project / NEPA Status Overview</b>		
<b>Has this project been awarded other state/federal funding? (See two rows below if anticipated)</b> <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
<b>Agency #1:</b> Funding Program: POC Name: POC Email:	<b>Agency #2:</b> Funding Program: POC Name: POC Email:	<b>Agency #3:</b> Funding Program: POC Name: POC Email:
<b>Does this project anticipate receiving other federal/state funding (but has not received confirmation yet)?</b> <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
<b>Is a NEPA process currently underway or complete for this project as required by <u>other federal funding</u>?</b> <i>If yes, please fill in the following information:</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Federal Agency:</b> <b>POC at Agency:</b> <b>POC Email Address:</b> <b>Status of NEPA (e.g., in progress, complete):</b>		

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<p><b>Are there any other environmental review processes, consultations, or permits underway?</b>  <i>If yes, please fill in the following information:</i>  <b>Agency:</b>  <b>POC at Agency:</b>  <b>POC Email Address:</b>  <b>Status (e.g., in progress, complete):</b></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>Are there any other ongoing or planned projects in the proposed project area?</b>  <i>If yes, please provide a description of these projects:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>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?</b>  <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><b>Has any public outreach or engagement work been done for this project?</b>  <i>If yes, please provide a brief description of this work:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>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)?</b> <i>If yes, please provide more information:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>What is the anticipated timeline for starting project implementation?</b> Please note, NBRC does not allow projects to begin before October 1 of the award year or before a Notice to Proceed, which will not be issued until NEPA obligations have been satisfied. The anticipated start date indicated here should be after the project anticipates receiving a Notice to Proceed.</p>	

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## Project Description

Location of the proposed action (address and/or GPS coordinates):

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 *not* funded by NBRC.**

*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.*

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### Additional Project Questions:

Questions	Answer	Explanation
<b>Will any digging or excavation occur during the project?</b> [If so, please describe the nature of this activity and the estimated depth]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Does the project involve work to existing structure(s)?</b> [If so, <u>please provide the age of the structure</u> ]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Have there been any known flooding events in or near the project location?</b> [If so, please describe]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Will any trees be removed during the project?</b> [If so, please provide the number (or acreage) of trees to be removed]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Are there any <i>schools, residences, libraries, hospitals, or other care facilities</i> near the project site?</b> [If so, please describe and approximate the distance to the project site]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Please describe the type of construction equipment that will be used during the project.</b>		
<b>Please provide the anticipated months for construction (e.g., May–Oct).</b>		
If the project involves the acquisition, repair, improvement, reconstruction, or rehabilitation of public facilities and improvements, <u>please provide the estimated change in size or capacity of the facility</u> (e.g., replacement of water or sewer lines, reconstruction of curbs and sidewalks, repaving of streets, restoring a building).		