



U. S. Department of Housing and Urban Development  
Washington, D.C. 20410

OFFICE OF LEAD HAZARD CONTROL

POLICY GUIDANCE NUMBER: 2000-01		DATE: February 24, 2000	
SUBJECT:		Revised Environmental Review Procedures and Requirements	
STATUS:		Current	
APPLICABILITY:		All grant rounds.	
RELATED GUIDANCES:		Policy guidance 95-06	
COMMENTS:			

Dear Lead-Based Paint Hazard Control Grantee:

This letter supersedes Policy Guidance Numbers 94-06 and 95-01, regarding environmental requirements under the Lead-Based Paint (LBP) Hazard Control Grant Program. Specifically, this letter responds to several situations that have developed since the issuance of the former policy guidance and updates policy guidance for regulatory environmental changes.

Pursuant to the Multifamily Housing Property Disposition Reform Act of 1994, HUD requires its LBP hazard control grant recipients (LBP grantees) to assume the environmental review responsibilities for the National Environmental Policy Act (NEPA) and related laws and authorities as implemented at 24 CFR Part 58.

24 CFR Part 58 (see Appendix B) requires that environmental reviews must be completed prior to undertaking either lead-abatement activities funded under the LBP Hazard Control Grant or associated activities funded from other sources. Undertaking "lead-abatement activities," "LBP activities," or "lead hazard control activities" means the LBP grantee's commitment of any funds for LBP inspections, risk assessments, abatement, or hazard reduction or control.

This policy guidance does not apply to projects that have completed the environmental review process prior to the date of its issuance.

This letter describes eleven key criteria that LBP grantees should know in order to properly comply with HUD environmental procedures. Additionally, it includes five Appendixes as follows:

Appendix A: Summarizes the analytic process an LBP grantee must use to comply with the four most common federal environmental requirements for LBP assistance

Appendix B: 24 CFR Part 58, current as of the date of this policy guidance

Appendix C: Request for Release of Funds, HUD Form 7015.15, current as of the date of this policy guidance (PDF fillable electronic version at Grantee Website at: <http://www.hud.gov/lea/leaforms.html>)

Appendix D Sample Determination of Exemption

Appendix E Notice of Intent to Request Release of Funds (WORD form fillable version at Grantee Website at: <http://www.hud.gov/lea/leaforms.html>)

#### 1) Project Scope and Environmental Review Record

An LBP grantee is responsible for determining the scope of its lead-abatement projects. A project must include all activities that are functionally or/and geographically related. A project also must include all other physical activities (such as associated rehabilitation) regardless of the funding source (such as Community Development Block Grant Funds). All of the documentation for the environmental review of a project must be maintained in a file called the Environmental Review Record (ERR). Most LBP grantees have determined that all of their lead-abatement activities can be placed into one project. See 8 below for a method of performing a “generic” environmental review for a project in which the specific location of some or all lead-abatement activities are not known at the time of determining the project scope. Occasionally, a grantee may decide to have more than one project, such as having two projects for activities in two neighborhoods across town from each other or having one project for LBP abatement of an apartment building and for all LBP single family abatements.

#### 2) Categorical Exclusions and Applicability of Related Laws and Authorities for LBP Assistance when no other funds are involved

The HUD Office of Lead Hazard Control (OLHC) has determined that any project consisting of solely lead hazard control grant funded activities will not produce a significant impact on the environment and, therefore, is categorically excluded from the National Environmental Policy Act (NEPA) review. OLHC has

also determined that for such a project, the only related laws and authorities as specified at 24 CFR 58.5 and 58.6 that need to be considered, prior to receipt of LBP Program funds, are:

- Section 106 of the National Historic Preservation Act of 1966, as amended (NHPA) (24 CFR 58.5(a) and 36 CFR 800);
- Executive Order 11988, Floodplain Management (E.O. 11988) (24 CFR 58.5(b) and 24 CFR 55)
- The flood insurance requirements of the Flood Disaster Protection Act (FDPA) (24 CFR 58.6(a));
- The Coastal Barrier Resources Act (CBRA) (24 CFR 58.6(c)).

Appendix "A" describes the analytic process that LBP grantees should use to comply with NHPA, E.O. 11988, FDPA and CBRA.

### 3) Environmental Laws and Authorities Applicable to HUD LBP Assistance when CDBG, HOME, or Other Funds are involved

When lead hazard control grant abatement activities are used in conjunction with CDBG, HOME, or other funds, NEPA and additional related laws and authorities may apply due to the expanded nature of the project. In these situations, the LBP grantee must determine if, in addition to the four laws and authorities cited above, any of the other laws and authorities listed at 24 CFR 58.5 and 58.6 are applicable and if NEPA is applicable.

If an LBP grantee determines that additional other laws and authorities are applicable, it should contact Eric Axelrod at (202) 755-1785, ext. 107 for specific compliance requirements.

If an LBP grantee determines that a project is not categorically excluded from NEPA, an Environmental Assessment and/or an Environmental Impact Statement must be prepared and additional notification procedures, not discussed in 5 below, are required. Contact Eric Axelrod for specific NEPA requirements.

### 4) Determination of Exemption

If it is determined that there are no circumstances requiring compliance with either NEPA or the other environmental laws and authorities listed at 24 CFR 58.5, a project may be deemed Exempt pursuant to 24 CFR 58.34(a)(12). If an LBP grantee determines that its projects are exempt, there is no notification to the public (see 5 below) and no filing of a formal Request for Release of Funds (RROF) with OLHC (see 6 below). However the LBP grantee needs to comply with the other laws and authorities listed at CFR 58.6 that are

deemed to be applicable. , Also, OLHC needs to be informed of this Determination of Exemption including its rationale. (Appendix D is a sample Determination of Exemption.) OLHC will then inform the LBP grantee that it has accepted the grantee's Determination of Exemption.

#### 5) Notification to the Public

Once the environmental review for a project that is categorically excluded from NEPA has been completed, the LBP grantee must disseminate and publish a Notice of Intent to Request the Release of Funds (NOI/RROF) and must give the public at least seven days to comment. (Appendix E is a sample NOI/RROF that includes appropriate regulatory elements

#### 6) Release of Funds

After the public has been given the opportunity to comment (see 5 above), the LBP grantee must file a Request for Release of Funds and Certification (RROF) using the current HUD Form 7015.15 (Appendix C) with OLHC. The Certifying Officer must execute the RROF. The Certification under this procedure specifies that the LBP grantee has fully carried out its environmental responsibilities and that the Certifying Officer is authorized and consents on behalf of the LBP grantee to accept the jurisdiction of Federal courts for purposes of enforcement of the responsibilities as such an official.

The RROF, with a copy of the NOI/RROF attached, must be mailed to the attention of the Grantee's Government Technical Representative (GTR), U.S. Department of Housing and Urban Development, Office of Lead Hazard Control, 451 7<sup>th</sup> St. SW, Room P3206, Washington, DC 20410-0001.

The earliest HUD can issue a Release of Funds (ROF) is 15 days after it receives the RROF. (The detailed ROF requirements are contained in 24 CFR Part 58, Subpart J.)

The issuance of an ROF by OLHC does not automatically allow a grantee to commit or otherwise undertake lead-abatement activities in that the grantee also must have satisfied certain other grant agreement conditions, such as GTR approval of the Management and Work Plan.

If a lead-abatement project also involves CDBG or HOME funds, the LBP grantee must file separate RROFs for those programs with the appropriate HUD field office.

## 7) Commitment of Funds

An LBP grantee may not commit Lead Hazard Control Grant or other funds, other than for the ten percent allowance for administration and planning, until it receives ROFs and/or acceptance of the grantee's Determination of Exemption from OLHC.

Also, as stated in 6 above, an LBP grantee must not commit funds for lead-abatement activities until it satisfies certain other grant agreement conditions, such as GTR approval of the Management and Work Plan.

## 8) Lead-Based Paint Abatement Project Generic (neighborhood/community-wide) Environmental Compliance Reviews

If the LBP grantee knows only the general area and not the specific location of all the properties intended to receive project assistance, it may conduct a generic review of the general area where the project activities are to take place. Upon completion of the generic review, the LBP grantee may file a RROF with OLHC. A generic review is sometimes called a tier I because it is the first level of analysis.

The generic review must be followed up with the appropriate property-by-property reviews (site-specific reviews) for those laws and authorities that could not be completely analyzed or that could be deemed to be potentially applicable under the generic review. The subsequent property-by-property review is sometimes called a tier II because it is the second level of analysis.

As noted above, a project consisting of only Lead hazard Control Grant activities requires Tier I compliance reviews only for historic preservation, Floodplain management, flood disaster protection, and coastal barrier resources laws and authorities. More specifically, the Tier I and Tier II reviews for these four factors would proceed as follows:

The generic review of a project should note how much of the target area is within the Floodplain. If the target area is entirely outside the Floodplain, the assessment would conclude that no site-specific Floodplain compliance reviews need to be performed. If any or all of the area is within the Floodplain, then the review should conclude that those structures that are subsequently identified as being in the Floodplain require flood insurance. Also, those multifamily properties that are subsequently identified as being in the Floodplain will undergo the Floodplain Management Decision Making Process as described at 24 CFR 55.20. (If the actual location of a multifamily property is known at the time of the generic review, it should receive a site-specific review at this time.)

Similarly, the Coastal Barrier Resources Act (CBRA) may apply to all, some, or none of the area covered by the project. Only those areas that may potentially be covered by CBRA should have site-specific Tier II determinations. However, the generic review must state if site-specific Tier II reviews will include CBRA compliance reviews.

The determination of the need for site-specific reviews applies equally to historic preservation. As a rule of thumb, if the target area buildings are 50 or more years old, site-specific reviews will be required. Therefore, most areas targeted for lead-abatement projects will require historic preservation reviews as provided for in 36 CFR Part 800. Completion of the review for compliance with the National Historic Preservation Act often is the most difficult and time consuming of the four required environmental compliance reviews. "Policy Guidance Number 95-06" is a "prototype Programmatic Agreement" that can be used to streamline the historic preservation process.

The LBP grantee must ensure that it completes required Tier II site-specific reviews, if any, on a property before undertaking any physical activities on the property. Also, an LBP grantee may, on rare occasions, decide to publish a new NOI/RROF, submit a new RROF, and obtain a new ROF for the Tier II site-specific review.

The LBP grantee must document both the Tier I and Tier II environmental reviews in the same ERR. OLHC recommends that all laws and authorities that require Tier II analyses be documented on a spreadsheet.

#### 9) Obtaining Information and Responsibilities for Environmental Processing

An LBP grantee may obtain information about local environmental conditions from a party that it determines is a "qualified data source." This "qualified data source" may include (a) any Federal, State or tribal agency with expertise or experience in environmental protection (e.g., land planning agency; State environmental protection agency; State Historic Preservation Officer; (b) professional environmental consultants; or (c) any other source qualified to provide reliable information or, the particular subject.

The LBP grantee may use other parties (such as contractors and subrecipients) to assist it in the preparation of environmental reviews (including the obtainment of qualified data source information), preparation, dissemination, and publication of notices, and preparation of RROFs. However, the LBP grantee maintains the responsibility for all phases of the environmental process.

#### 10) LBP Hazard Control Grants Made to States

The provisions of 24 CFR 58.18 wherein a State redistributes funds to local governments and the local governments file RROFs with the State and the State issues ROFS to the local governments do not apply to the LBP Hazard Control Grant program. This is because States are not statutorily authorized to pass LBP funds through to local governments in the form of grants. However, such local governments may become subrecipients.

When a State uses local governments as subrecipients, the State maintains the responsibility for all phases of the environmental process. However, the State may use local governments to help assemble data, assist in the preparation, dissemination, and publication of notices, and assist in the preparation of the RROFS.

#### 11) HUD Monitoring

At least every three years, HUD intends to conduct in-depth monitoring of the environmental activities performed by LBP grantees. Limited monitoring of these activities will also be conducted during program monitoring site visits. If through limited or in-depth monitoring, HUD becomes aware of any environmental deficiencies, HUD may take appropriate action as stated in 24 CFR Part 58.77.

Many questions that you might have on environmental review requirements can be answered by the person in your local community development agency or housing agency who currently prepares environmental reviews for the HOME Program and/or CDBG Program. If you have any further

questions, please contact Eric Axelrod, Environmental Officer, Office of Lead Hazard Control, (202) 755-1785, ext. 107; eric\_axelrod@hud.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Ellis Goldman", with a long horizontal flourish extending to the left.

Ellis G. Goldman  
Director, Program Management Division

Enclosures

# APPENDIX A

- Process for Analyzing Environmental Impact for Applicable Other Environmental Laws and Authorities for the HUD Lead-Based Paint Hazard Control Program

## HISTORIC PRESERVATION

Historic preservation (24 CFR 58.5(a) is required pursuant to Section 106 of the National Historic Preservation Act and implementing regulations, 36 CFR Part 800, issued by the Advisory Council on Historic Preservation (ACHP).

Under the ACHP Regulation, threshold reviews are required to determine whether a property is: (1) listed or eligible for listing on the National Register of Historic Places; (2) located within or directly adjacent to an historic district or property, or (3) a property whose area of potential effects includes an historic district or property historic properties and districts are subject by law to special protection and historic preservation processing which LBP grantees must perform to comply with the regulations.

Several localities have established agreements with their State Historic Preservation Officer (SHPO), to streamline the historic preservation review process including site-specific historic preservation reviews. The agreements can be helpful in defining activities that 1) do not need to be reviewed by the SHPO, 2) will need a short review by the SHPO, or 3) will require consultation with the SHPO and possible further action. Since procedures and activities will differ from State to State, it is important that each LBP grantee contact its own SHPO to work out an acceptable agreement. HUD, working with the ACHP, has developed a “prototype Programmatic Agreement” for historic preservation and can be found as “Policy Guidance Number 95-06.”

Questions: Is the area/property to receive LBP assistance historic or could it be declared historic?

Will LBP assisted activities impact other historic or potentially historic properties?

Information used to make a decision: Ask the local agency or fellow staff person who administers CDBG or HOME program environmental requirements if they have determined the historic potential of the area/ structure and if the proposed LBP assisted activities are similar to those they have performed.

If they have made a determination, and have reached an agreement with the SHPO, check with the SHPO to see if the agreement can be expanded to include LBP funded activities.

If no agreement or determination has been made, determine if the property/ area is historic or could be declared historic. (Technically, inclusion in the National Register of Historic Places makes a property/ area officially historic). Check the National Register of Historic Places and, as necessary, check local permit records, visual surveys, historic maps, and consult with local historians and local historical associations to determine the historical character of the area/ property. Also, consult with the SHPO to help you determine if the property/area could be historic. If you and the SHPO disagree, you must then consult with the Secretary of Interior for a final determination.

Possible Answer: No, the property/ area is not officially declared historic nor could be declared historic.

Action: The analysis part of your compliance review is complete. As part of your environmental record, record your conclusion, and the analytic process, including any consultations and data you used to arrive at your conclusion.

Possible Answer: Yes, the property/ area is historic, or could potentially be declared historic.

Action: Consult with your SHPO and determine appropriate actions.

Possible Answer: The property/ area is not historic, but the LBP assisted activities could impact adversely on official historic properties/ areas or potentially historic properties/ areas.

Action: Consult with your SHPO and determine appropriate actions.

### Executive Order 11988, Floodplain Management

Executive Order 11988 Floodplain Management procedures (24 CFR 58.5(b)) require that Federally assisted improvements to certain properties in the Floodplain should only take place if there are no practicable alternatives to such action

Question: Is the area where HUD Lead-Based Paint Hazard Control funds are to be used in a federally designated Floodplain (officially called a Special Flood Hazard Area (SFHA))?

Information used to make the decision: Ask the local agency or fellow staff person who administers CDBG or HOME environmental requirements if they

have made a recent Floodplain determination in the same area and use his/ her data as a source to record your similar decision. If CDBG or HOME data is not available, obtain a set of official Floodplain maps from the Federal Emergency Management Assistance Agency. (The FEMA phone number to obtain maps is 1-800-638-6200).

Possible Answer: No, none of the area in an SFHA.

Action: Record conclusion along with Floodplain map panel numbers in the environmental record. The analysis required for compliance is complete.

Possible Answer: Yes some, or all of the area is in an SFHA.

Action: Record conclusion, noting map panel number and which areas are in and out of the Floodplain. For areas and structures completely out of the Floodplain, the analysis required for compliance is complete. For areas and structures inside the Floodplain, record conclusion along with Floodplain map panel numbers in the environmental record. Record conclusion, and proceed to next question.

Question: Does the area of the LBP program that is in the SFHA involve or potentially involve multifamily properties?

Possible Answer: No, the area of the LBP program that is in the SFHA does not involve or potentially involve multifamily properties.

Action: Record conclusion. The analysis required for compliance is complete.

Possible Answer: Yes, the area of the LBP program that is in the SFHA does involve or potentially involve multifamily properties.

Action: Record conclusion. For any multifamily properties in the SFHA receiving LBP funds compliance with the 8-step Decision Making Process pursuant to 24 CFR 55.20 is required.

### FLOOD DISASTER PROTECTION ACT

The Flood Disaster Protection Act of 1973 (24 CFR 58.6(c)) requires prospective home buyers of SFHA properties to purchase and maintain flood insurance protection as a condition of approval of any HUD financial assistance for construction, reconstruction, repair or improvement of a building or mobile home, including lead-based paint abatement that involves permanent containment or encapsulation of lead-based paint or replacement of lead-painted surfaces or fixtures or interim control measures that involve repairs. When An LBP grantee provides loan assistance to a homeowner, the insurance shall cover the term and loan amount. When the LBP grantee provides grant assistance to a homeowner,

the insurance shall cover the property cost (less estimated land cost) for the economic or useful life of the building. For example, a substantially improved building requires flood insurance coverage for the life of the building, while for minor rehabilitation such as repairing, weatherizing, or roofing of a building, an LBP grantee may require flood insurance coverage from 5 to 15 years, as deemed feasible.

The LBP grantee file for any SFHA property shall contain “proof of purchase” of flood insurance protection. The standard document for compliance is the Policy Declaration Form issued by the National Flood Insurance Program (NFIP) or issued by any property insurance company offering coverage under NFIP. The insured has its insurer automatically forward to the LBP grantee the Policy Declaration Form that is used to verify compliance. The LBP grantee’s responsibility ceases when a mortgage loan is approved requiring flood insurance as a condition of loan approval by a lender (other than the LBP grantee), whose responsibility is to assure flood insurance coverage for the loan.

Question: Is the area where HUD Lead-Based Paint Hazard Control funds are to be used in the SFHA?

Information used to make the decision: Ask the local agency or fellow staff person who administers CDBG or HOME environmental requirements if they have made a recent Floodplain determination in the same area and use his/ her data as a source to record your similar decision. If CDBG or HOME data is not available, obtain a set of official Floodplain maps from the Federal Emergency Management Assistance Agency. (The FEMA phone number to obtain maps is 1-800-638-6200).

Possible Answer: No, none of the area is in an SFHA.

Action: Record conclusion along with Floodplain map panel numbers in the environmental record. The analysis required for compliance is complete.

Possible Answer: Yes, some, or all of the area is in an SFHA.

Action: Record conclusion, noting map panel number and which areas are in and out of the Floodplain. For areas and structures completely out of the Floodplain, the analysis required for compliance is complete. For areas and structures inside the Floodplain, record conclusion along with Floodplain map panel numbers in the environmental record. For any structure in the Floodplain receiving LBP funds, flood insurance is required in the amount of the assistance provided. The minimum requirements for participation are found in 44 CFR Part 60.

## COASTAL BARRIER RESOURCES ACT

Under the Coastal Barrier Resources Act, threshold reviews are required to determine if properties are located within designated coastal barriers of the Atlantic Ocean, Gulf of Mexico, or the Great Lakes. Federal Law prohibits grantees from using Federal financial assistance for properties, if the properties are located within designated coastal barriers.

Question: Is the area where HUD Lead-Based Paint funds are to be used an island?

Possible Answer: No

Action: Record the information as part of the environmental record. The analysis required for compliance is complete.

Question: If the area is an island, is it a Coastal Barrier Island?

Information needed to make a decision: If your community is investing CDBG and/ or HOME funds in the same area where LBP funds may be used, determine if the data for their analysis is current and can be used for your compliance review. If not, ask the State agency responsible for administering the Coastal Barrier Resources Act.

Possible Answer: No

Action: Record information and source as part of the environmental record. The analysis required for compliance review is complete.

Possible Answer: Yes

Action: Change your local program so that no federal assistance goes to rehabilitate properties on Coastal Barrier Islands.

# APPENDIX B

## TITLE 24--HOUSING AND URBAN DEVELOPMENT

Revised through April 1, 1999

## PART 58--ENVIRONMENTAL REVIEW PROCEDURES FOR ENTITIES

## ASSUMING HUD ENVIRONMENTAL RESPONSIBILITIES--Table of Contents

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Authority: 12 U.S.C. 1707 note; 42 U.S.C. 1437o(i)(1) and (2), 1437x, 3535(d), 3547, 4332, 4852, 5304(g), 11402, and 12838; E.O. 11514, 3 CFR, 1966-1970, Comp., p. 902, as amended by E.O. 11991, 3 CFR, 1977 Comp., p.123.

Subpart A--Purpose, Legal Authority, Federal Laws and Authorities

Sec. 58.1 Purpose and applicability.

(a) Purpose. This part provides instructions and guidance to recipients of HUD assistance and other responsible entities for conducting an environmental review for a particular project or activity and for obtaining approval of a Request for Release of Funds.

(b) Applicability. This part applies to activities and projects where specific statutory authority exists for recipients or other responsible entities to assume environmental responsibilities. Programs and activities subject to this part include:

(1) Community Development Block Grant programs authorized by Title I of the Housing and Community Development Act of 1974, in accordance with section 104(g) (42 U.S.C. 5304(g));

(2) The Rental Rehabilitation program and Housing Development Grant program authorized by section 17 of the United States Housing Act of 1937, in accordance with sections 17(i)(1) and 17(i)(2) with respect to projects and programs for which binding commitments have been entered into prior to October 1, 1991, since section 17 was repealed by the Cranston-Gonzalez National Affordable Housing Act enacted November 28, 1990 (42 U.S.C. 1437o(i)(1) and (2));

(3) Grants to States and units of general local government under the Emergency Shelter Grant Program, Supportive Housing program (and its predecessors, the Supportive Housing Demonstration program (both Transitional Housing and Permanent Housing for Homeless Persons with Disabilities) and Supplemental Assistance for Facilities to Assist the Homeless), Shelter Plus Care program, Safe Havens for Homeless Individuals Demonstration Program, and Rural Homeless Housing Assistance, authorized by Title IV of the Stewart B. McKinney Homeless Assistance Act, in accordance with section 443 (42 U.S.C. 11402);

(4) The HOME Investment Partnerships Program authorized by Title II of the Cranston-Gonzalez National Affordable Housing Act (NAHA), in accordance with section 288 (42 U.S.C. 12838);

(5) Grants to States and units of general local government for abatement of lead-based paint and lead dust hazards pursuant to Title II of the Departments of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act, 1992, and grants for lead-based paint hazard reduction under section 1011 of the Housing and Community Development Act of 1992, in accordance with section 1011(o) (42 U.S.C. 4852(o));

(6)(i) Public Housing Programs under Title I of the United States Housing Act of 1937, in accordance with section 26 (42 U.S.C. 1437x);

(ii) Indian Housing Programs under Title I of the United States Housing Act of 1937, including the Mutual Help Program, in accordance with section 26 (42 U.S.C. 1437x); and

(iii) Assistance administered by a public housing agency or Indian

housing authority under section 8 of the United States Housing Act of 1937, except for assistance provided under 24 CFR part 886, in accordance with section 26 (42 U.S.C. 1437x);

(7) Special Projects appropriated under an appropriation act for HUD, such as special projects under the heading "Annual Contributions for Assisted Housing" in Title II of various Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Acts, in accordance with section 305(c) of the Multifamily Housing Property Disposition Reform Act of 1994 (42 U.S.C. 3547);

(8) The FHA Multifamily Housing Finance Agency Pilot Program under section 542(c) of the Housing and Community Development Act of 1992, in accordance with section 542(c)(9)(12 U.S.C. 1707 note); and

(9) The Self-Help Homeownership Opportunity Program under section 11 of the Housing Opportunity Program Extension Act of 1996 (Pub. L. 104-120, 110 Stat. 834), in accordance with section 11(m)).

## Sec. 58.2 Terms, abbreviations and definitions.

(a) For the purposes of this part, the following definitions supplement the uniform terminology provided in 40 CFR part 1508:

(1) Activity means an action that a grantee or recipient puts forth as part of an assisted project, regardless of whether its cost is to be borne by the HUD assistance or is an eligible expense under the HUD assistance program.

(2) Certifying Officer means the official who is authorized to execute the Request for Release of Funds and Certification and has the legal capacity to carry out the responsibilities of Sec. 58.13.

(3) Extraordinary Circumstances means a situation in which an environmental assessment (EA) or environmental impact statement (EIS) is not normally required, but due to unusual conditions, an EA or EIS is appropriate. Indicators of unusual conditions are:

(i) Actions that are unique or without precedent;

(ii) Actions that are substantially similar to those that normally require an EIS;

(iii) Actions that are likely to alter existing HUD policy or HUD mandates; or

(iv) Actions that, due to unusual physical conditions on the site or in the vicinity, have the potential for a significant impact on the environment or in which the environment could have a significant impact on users of the facility.

(4) Project means an activity, or a group of integrally related activities, designed by the recipient to accomplish, in whole or in part, a specific objective.

(5) Recipient means any of the following entities, when they are

eligible recipients or grantees under a program listed in Sec. 58.1(b):

- (i) A State that does not distribute HUD assistance under the program to a unit of general local government;
- (ii) Guam, the Northern Mariana Islands, the Virgin Islands, American Samoa, and Palau;
- (iii) A unit of general local government;
- (iv) An Indian tribe;
- (v)(A) With respect to Public Housing Programs under Sec. 58.1(b)(6)(i), a public housing agency;
- (B) With respect to Indian Housing Programs under Sec. 58.1(b)(6)(ii), an Indian housing authority;
- (C) With respect to section 8 assistance under Sec. 58.1(b)(6)(iii), a public housing agency or Indian housing authority;
- (vi) Any direct grantee of HUD for a special project under Sec. 58.1(b)(7);
- (vii) With respect to the FHA Multifamily Housing Finance Agency Pilot Program under Sec. 58.1(b)(8), a qualified housing finance agency; and
- (viii) With respect to the Self-Help Homeownership Opportunity Program under Sec. 58.1(b)(9), any direct grantee of HUD.

(6) Release of funds. In the case of the FHA Multifamily Housing Finance Agency Pilot Program under Sec. 58.1(b)(8), Release of Funds, as used in this part, refers to HUD issuance of a firm approval letter, and Request for Release of Funds refers to a recipient's request for a firm approval letter.

(7) Responsible Entity means:

- (i) With respect to environmental responsibilities under programs listed in Sec. 58.1(b) (1) through (5), a recipient under the program.
- (ii) With respect to environmental responsibilities under the programs listed in Sec. 58.1(b) (6) through (9), a State, unit of general local government, Indian tribe or Alaska native village, when it is the recipient under the program. Non-recipient responsible entities are designated as follows:

(A) For qualified housing finance agencies, the State or a unit of general local government, Indian tribe or Alaska native village whose jurisdiction contains the project site;

(B) For public housing agencies, the unit of general local government within which the project is located that exercises land use responsibility, or if HUD determines this infeasible, the county, or if HUD determines this infeasible, the State;

(C) For non-profit organizations and other entities, the unit of general local government, Indian tribe or Alaska native village within which the project is located that exercises land use responsibility, or if HUD determines this infeasible, the county, or if HUD determines this infeasible, the State;

(D) For Indian housing authorities (outside of Alaska), the Indian tribe in whose jurisdiction the project is located, or if the project is located outside of a reservation, the Indian tribe that established the authority; and

(E) For Indian housing authorities in Alaska, the Alaska native village in whose community the project is located, or if HUD determines this infeasible, a unit of general local government or the State, as designated by HUD.

(8) Unit Density refers to a change in the number of dwelling units. Where a threshold is identified as a percentage change in density that triggers review requirements, no distinction is made between an increase or a decrease in density.

(9) Tiering means the evaluation of an action or an activity at various points in the development process as a proposal or event becomes ripe for an Environment Assessment or Review.

(10) Vacant Building means a habitable structure that has been vacant for more than one year.

(b) The following abbreviations are used throughout this part:

- (1) CDBG--Community Development Block Grant;
- (2) CEQ--Council on Environmental Quality;
- (3) EA--Environmental Assessment;
- (4) EIS--Environmental Impact Statement;
- (5) EPA--Environmental Protection Agency;
- (6) ERR--Environmental Review Record;
- (7) FONSI--Finding of No Significant Impact;
- (8) HUD--Department of Housing and Urban Development;
- (9) NAHA--Cranston-Gonzalez National Affordable Housing Act of 1990;
- (10) NEPA--National Environmental Policy Act of 1969, as amended;
- (11) NOI/EIS--Notice of Intent to Prepare an EIS;
- (12) NOI/RROF--Notice of Intent to Request Release of Funds;
- (13) ROD--Record of Decision;
- (14) ROF--Release of Funds; and
- (15) RROF--Request for Release of Funds.

#### Sec. 58.4 Assumption authority.

(a) Assumption authority for responsible entities: General.  
Responsible entities shall assume the responsibility for environmental review, decision-making, and action that would otherwise apply to HUD under NEPA and other provisions of law that further the purposes of NEPA, as specified in Sec. 58.5. Responsible entities that receive assistance directly from HUD assume these responsibilities by execution of a grant agreement with HUD and/or a legally binding document such as the certification contained on HUD Form 7015.15, certifying to the assumption of environmental responsibilities. When a State distributes

funds to a responsible entity, the State must provide for appropriate procedures by which these responsible entities will evidence their assumption of environmental responsibilities.

(b) Particular responsibilities of the States. (1) States are recipients for purposes of directly undertaking a State project and must assume the environmental review responsibilities for the State's activities and those of any non-governmental entity that may participate in the project. In this case, the State must submit the certification and RROF to HUD for approval.

(2) States must exercise HUD's responsibilities in accordance with Sec. 58.18, with respect to approval of a unit of local government's environmental certification and RROF for a HUD assisted project funded through the State, except for projects assisted by Section 17 Rental Rehabilitation assistance and Housing Development Grants. Approval by the State of a unit of local government's certification and RROF satisfies the Secretary's responsibilities under NEPA and the related laws cited in Sec. 58.5.

(3) For section 17 Rental Rehabilitation projects and Housing Development Grants, the State agency shall meet the responsibilities set forth in Sec. 58.18. However, for section 17 projects, the State lacks authority to approve RROFs and therefore must forward to the responsible HUD Field Office the local recipient's certification and RROF, any objections to the release of funds submitted by another party, and the State's recommendation as to whether HUD should approve the certification and the RROF.

#### Sec. 58.5 Related Federal laws and authorities.

In accordance with the provisions of law cited in Sec. 58.1(b), the responsible entity must assume responsibilities for environmental review, decision-making and action that would apply to HUD under the following specified laws and authorities. The responsible entity must certify that it has complied with the requirements that would apply to HUD under these laws and authorities and must consider the criteria, standards, policies and regulations of these laws and authorities.

(a) Historic properties. (1) The National Historic Preservation Act of 1966 as amended (16 U.S.C. 470 et seq.), particularly sections 106 and 110 (16 U.S.C. 470 and 470h-2), except as provided in Sec. 58.17 for Section 17 projects.

(2) Executive Order 11593, Protection and Enhancement of the Cultural Environment, May 13, 1971 (36 FR 8921), 3 CFR 1971-1975 Comp., p. 559, particularly section 2(c).

(3) Federal historic preservation regulations as follows:

(i) 36 CFR part 800 with respect to HUD programs other than Urban Development Action Grants (UDAG); and

(ii) 36 CFR part 801 with respect to UDAG.

(4) The Reservoir Salvage Act of 1960 as amended by the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469 et seq.), particularly section 3 (16 U.S.C. 469a-1).

(b) Floodplain management and wetland protection. (1) Executive Order 11988, Floodplain Management, May 24, 1977 (42 FR 26951), 3 CFR, 1977 Comp., p. 117, as interpreted in HUD regulations at 24 CFR part 55, particularly section 2(a) of the order (For an explanation of the relationship between the decision-making process in 24 CFR part 55 and this part, see Sec. 55.10 of this subtitle A.)

(2) Executive Order 11990, Protection of Wetlands, May 24, 1977 (42 FR 26961), 3 CFR, 1977 Comp., p. 121, particularly sections 2 and 5.

(c) Coastal Zone Management. The Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.), as amended, particularly section 307(c) and (d) (16 U.S.C. 1456(c) and (d)).

(d) Sole source aquifers. (1) The Safe Drinking Water Act of 1974 (42 U.S.C. 201, 300(f) et seq., and 21 U.S.C. 349) as amended; particularly section 1424(e)(42 U.S.C. 300h-3(e)).

(2) Sole Source Aquifers (Environmental Protection Agency--40 CFR part 149).

(e) Endangered species. The Endangered Species Act of 1973 (16 U.S.C. 1531 et seq.) as amended, particularly section 7 (16 U.S.C. 1536).

(f) Wild and scenic rivers. The Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) as amended, particularly section 7(b) and (c) (16 U.S.C. 1278(b) and (c)).

(g) Air quality. (1) The Clean Air Act (42 U.S.C. 7401 et. seq.) as amended; particularly section 176(c) and (d) (42 U.S.C. 7506(c) and (d)).

(2) Determining Conformity of Federal Actions to State or Federal Implementation Plans (Environmental Protection Agency-- 40 CFR parts 6, 51, and 93).

(h) Farmlands protection. (1) Farmland Protection Policy Act of 1981 (7 U.S.C. 4201 et seq.) particularly sections 1540(b) and 1541 (7 U.S.C. 4201(b) and 4202).

(2) Farmland Protection Policy (Department of Agriculture--7 CFR part 658).

(i) HUD environmental standards. Applicable criteria and standards specified in HUD environmental regulations (24 CFR part 51) (other than the runway clear zone and clear zone notification requirement in 24 CFR 51.303 (a)(3)) and HUD Notice 79-33, Policy Guidance to Address the Problems Posed by Toxic Chemicals and Radioactive Materials, September 10, 1979).

(j) Environmental justice. Executive Order 12898--Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, February 11, 1994 (59 FR 7629), 3 CFR, 1994 Comp. p. 859.

## Sec. 58.6 Other requirements.

In addition to the duties under the laws and authorities specified in Sec. 58.5 for assumption by the responsible entity under the laws cited in Sec. 58.1(b), the responsible entity must comply with the following requirements. Applicability of the following requirements does not trigger the certification and release of funds procedure under this part or preclude exemption of an activity under Sec. 58.34(a)(12) and/or the applicability of Sec. 58.35(b). However, the responsible entity remains responsible for addressing the following requirements in its ERR and meeting these requirements, where applicable, regardless of whether the activity is exempt under Sec. 58.34 or categorically excluded under Sec. 58.35(a) or (b).

(a)(1) Under the Flood Disaster Protection Act of 1973, as amended (42 U.S.C. 4001-4128), Federal financial assistance for acquisition and construction purposes (including rehabilitation) may not be used in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, unless:

(i) The community in which the area is situated is participating in the National Flood Insurance Program (see 44 CFR parts 59 through 79), or less than one year has passed since the FEMA notification regarding such hazards; and

(ii) Where the community is participating in the National Flood Insurance Program, flood insurance protection is to be obtained as a condition of the approval of financial assistance to the property owner.

(2) Where the community is participating in the National Flood Insurance Program and the recipient provides financial assistance for acquisition or construction purposes (including rehabilitation) for property located in an area identified by FEMA as having special flood hazards, the responsible entity is responsible for assuring that flood insurance under the National Flood Insurance Program is obtained and maintained.

(3) Paragraph (a) of this section does not apply to Federal formula grants made to a State.

(b) Under section 582 of the National Flood Insurance Reform Act of 1994, 42 U.S.C. 5154a, HUD disaster assistance that is made available in a special flood hazard area may not be used to make a payment (including any loan assistance payment) to a person for repair, replacement or restoration for flood damage to any personal, residential or commercial property if:

(1) The person had previously received Federal flood disaster assistance conditioned on obtaining and maintaining flood insurance; and

(2) The person failed to obtain and maintain flood insurance.

(c) Pursuant to the Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 (16 U.S.C. 3501), HUD assistance may not be used for most activities proposed in the Coastal Barrier

Resources System.

(d) In all cases involving HUD assistance, subsidy, or insurance for the purchase or sale of an existing property in a Runway Clear Zone or Clear Zone, as defined in 24 CFR part 51, the responsible entity shall advise the buyer that the property is in a runway clear zone or clear zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date, be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information.

[61 FR 19122, Apr. 30, 1996, as amended at 63 FR 15271, Mar. 30, 1998]

## Subpart B--General Policy: Responsibilities of Responsible Entities

### Sec. 58.10 Basic environmental responsibility.

In accordance with the provisions of law cited in Sec. 58.1(b), the responsible entity must assume the environmental responsibilities for projects under programs cited in Sec. 58.1(b), and in doing so must comply with the provisions of NEPA and the CEQ regulations contained in 40 CFR parts 1500 through 1508, including the requirements set forth in this part. This includes responsibility for compliance with the applicable provisions and requirements of the Federal laws and authorities specified in Sec. 58.5.

### Sec. 58.11 Legal capacity and performance.

(a) A responsible entity which believes that it does not have the legal capacity to carry out the environmental responsibilities required by this part must contact the appropriate local HUD Office or the State for further instructions. Determinations of legal capacity will be made on a case-by-case basis.

(b) If a public housing, Indian housing, special project or self-help homeownership opportunity recipient objects to the non-recipient responsible entity conducting the environmental review on the basis of performance, timing, or compatibility of objectives, HUD will review the facts to determine who will perform the environmental review.

(c) At any time, HUD may reject the use of a responsible entity to conduct the environmental review in a particular case on the basis of performance, timing or compatibility of objectives, or in accordance with Sec. 58.77(d)(1).

(d) If a responsible entity, other than a recipient, objects to performing an environmental review, or if HUD determines that the responsible entity should not perform the environmental review, HUD may designate another responsible entity to conduct the review in accordance

with this part or may itself conduct the environmental review in accordance with the provisions of 24 CFR part 50.

#### Sec. 58.12 Technical and administrative capacity.

The responsible entity must develop the technical and administrative capability necessary to comply with 40 CFR parts 1500 through 1508 and the requirements of this part.

#### Sec. 58.13 Responsibilities of the certifying officer.

Under the terms of the certification required by Sec. 58.71, a responsible entity's certifying officer is the "responsible Federal official" as that term is used in section 102 of NEPA and in statutory provisions cited in Sec. 58.1(b). The Certifying Officer is therefore responsible for all the requirements of section 102 of NEPA and the related provisions in 40 CFR parts 1500 through 1508, and 24 CFR part 58, including the related Federal authorities listed in Sec. 58.5. The Certifying Officer must also:

- (a) Represent the responsible entity and be subject to the jurisdiction of the Federal courts. The Certifying Officer will not be represented by the Department of Justice in court; and
- (b) Ensure that the responsible entity reviews and comments on all EISs prepared for Federal projects that may have an impact on the recipient's program.

#### Sec. 58.14 Interaction with State, Federal and non-Federal entities.

A responsible entity shall consult with appropriate environmental agencies, State, Federal and non-Federal entities and the public in the preparation of an EIS, EA or other environmental reviews undertaken under the related laws and authorities cited in Sec. 58.5 and Sec. 58.6. The responsible entity must also cooperate with other agencies to reduce duplication between NEPA and comparable environmental review requirements of the State (see 40 CFR 1506.2 (b) and (c)). The responsible entity must prepare its EAs and EISs so that they comply with the environmental review requirements of both Federal and State laws unless otherwise specified or provided by law. State, Federal and local agencies may participate or act in a joint lead or cooperating agency capacity in the preparation of joint EISs or joint environmental assessments (see 40 CFR 1501.5(b) and 1501.6). A single EIS or EA may be prepared and adopted by multiple users to the extent that the review addresses the relevant environmental issues and there is a written agreement between the cooperating agencies which sets forth the coordinated and overall responsibilities.

[63 FR 15271, Mar 30, 1998]

Sec. 58.15 Tiering.

Responsible entities may tier their environmental reviews and assessments to eliminate repetitive discussions of the same issues at subsequent levels of review. Tiering is appropriate when there is a requirement to evaluate a policy or proposal in the early stages of development or when site-specific analysis or mitigation is not currently feasible and a more narrow or focused analysis is better done at a later date. The site specific review need only reference or summarize the issues addressed in the broader review. The broader review should identify and evaluate those issues ripe for decision and exclude those issues not relevant to the policy, program or project under consideration. The broader review should also establish the policy, standard or process to be followed in the site specific review. The Finding of No Significant Impact (FONSI) with respect to the broader assessment shall include a summary of the assessment and identify the significant issues to be considered in site specific reviews. Subsequent site-specific reviews will not require notices or a Request for Release of Funds unless the Certifying Officer determines that there are unanticipated impacts or impacts not adequately addressed in the prior review. A tiering approach can be used for meeting environmental review requirements in areas designated for special focus in local Consolidated Plans. Local and State Governments are encouraged to use the Consolidated Plan process to facilitate environmental reviews.

Sec. 58.17 Historic preservation requirements for prior section 17 grants.

A recipient of a section 17 grant shall comply with the historic preservation requirements of this part and existing grant agreements.

Sec. 58.18 Responsibilities of States assuming HUD responsibilities.

(a) States that elect to administer a HUD program shall ensure that the program complies with the provisions of this part. The State must:

(1) Designate the State agency or agencies which will be responsible for carrying out the requirements and administrative responsibilities set forth in subpart H of this part and which will:

(i) Develop a monitoring and enforcement program for post-review actions on environmental reviews and monitor compliance with any environmental conditions included in the award.

(ii) Receive public notices, RROFs and certifications from recipients pursuant to Secs. 58.70 and 58.71; accept objections from the

public and from other agencies (Sec. 58.73); and perform other related responsibilities regarding releases of funds.

(2) Fulfill the State role in subpart H relative to the time period set for the receipt and disposition of comments, objections and appeals (if any) on particular projects.

(b) States administering section 17 Programs shall assume the responsibilities set forth in this section for overseeing the State recipient's performance and compliance with NEPA and related Federal authorities as set forth in this part, including receiving RROFs and environmental certifications for particular projects from State recipients and objections from government agencies and the public in accordance with the procedures contained in subpart H of this part. The State shall forward to the responsible HUD Field Office the environmental certification, the RROF and any objections received, and shall recommend whether to approve or disapprove the certification and RROF.

#### Subpart C--General Policy: Environmental Review Procedures

##### Sec. 58.21 Time periods.

All time periods in this part shall be counted in calendar days. The first day of a time period begins at 12:01 a.m. local time on the day following the publication or the mailing and posting date of the notice which initiates the time period.

##### Sec. 58.22 Limitations on activities pending clearance.

(a) A recipient may not commit HUD assistance funds under a program listed in Sec. 58.1(b) on an activity or project until HUD or the State has approved the recipient's RROF and the related certification of the responsible entity. In addition, until the RROF and related certification has been approved, the recipient may not commit non-HUD funds on an activity or project under a program listed in Sec. 58.1(b) if the activity or project would have an adverse environmental impact or limit the choice of reasonable alternatives. If an activity is exempt under Sec. 58.34, or not subject to Sec. 58.5 under Sec. 58.35(b), no RROF is required and a recipient may undertake the activity immediately after the award of the assistance.

(b) An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the option agreement is subject to a determination by the recipient on the desirability of the property for the project as a result of the completion of the environmental review in accordance with this part and

the cost of the option is a nominal portion of the purchase price. There is no constraint on the purchase of an option by third parties that have not been selected for HUD funding, have no responsibility for the environmental review and have no say in the approval or disapproval of the project.

(c) Relocation. Funds may be committed for relocation assistance before the approval of the RROF and related certification for the project provided that the relocation assistance is required by 24 CFR part 42.

#### Sec. 58.23 Financial assistance for environmental review.

The costs of environmental reviews, including costs incurred in complying with any of the related laws and authorities cited in Sec. 58.5 and Sec. 58.6, are eligible costs to the extent allowable under the HUD assistance program regulations.

#### Subpart D--Environmental Review Process: Documentation, Range of Activities, Project Aggregation and Classification

#### Sec. 58.30 Environmental review process.

(a) The environmental review process consists of all the actions that a responsible entity must take to determine compliance with this part. The environmental review process includes all the compliance actions needed for other activities and projects that are not assisted by HUD but are aggregated by the responsible entity in accordance with Sec. 58.32.

(b) The environmental review process should begin as soon as a recipient determines the projected use of HUD assistance.

#### Sec. 58.32 Project aggregation.

(a) A responsible entity must group together and evaluate as a single project all individual activities which are related either on a geographical or functional basis, or are logical parts of a composite of contemplated actions.

(b) In deciding the most appropriate basis for aggregation when evaluating activities under more than one program, the responsible entity may choose: functional aggregation when a specific type of activity (e.g., water improvements) is to take place in several separate locales or jurisdictions; geographic aggregation when a mix of dissimilar but related activities is to be concentrated in a fairly specific project area (e.g., a combination of water, sewer and street improvements and economic development activities); or a combination of

aggregation approaches, which, for various project locations, considers the impacts arising from each functional activity and its interrelationship with other activities.

(c) The purpose of project aggregation is to group together related activities so that the responsible entity can:

(1) Address adequately and analyze, in a single environmental review, the separate and combined impacts of activities that are similar, connected and closely related, or that are dependent upon other activities and actions. (See 40 CFR 1508.25(a)).

(2) Consider reasonable alternative courses of action.

(3) Schedule the activities to resolve conflicts or mitigate the individual, combined and/or cumulative effects.

(4) Prescribe mitigation measures and safeguards including project alternatives and modifications to individual activities.

(d) Multi-year project aggregation--(1) Release of funds. When a recipient's planning and program development provide for activities to be implemented over two or more years, the responsible entity's environmental review should consider the relationship among all component activities of the multi-year project regardless of the source of funds and address and evaluate their cumulative environmental effects. The estimated range of the aggregated activities and the estimated cost of the total project must be listed and described by the responsible entity in the environmental review and included in the RROF. The release of funds will cover the entire project period.

(2) When one or more of the conditions described in Sec. 58.47 exists, the recipient or other responsible entity must re-evaluate the environmental review.

#### Sec. 58.33 Emergencies.

(a) In the cases of emergency, disaster or imminent threat to health and safety which warrant the taking of an action with significant environmental impact, the provisions of 40 CFR 1506.11 shall apply.

(b) If funds are needed on an emergency basis and when adherence to separate comment periods would prevent the giving of assistance, the combined Notice of FONSI and the Notice of the Intent to Request Release of Funds may be disseminated and/or published simultaneously with the submission of the Request for Release of Funds (RROF). The combined Notice of FONSI and NOI/ROF shall state that the funds are needed on an immediate emergency basis due to a Presidentially declared disaster and that the comment periods have been combined. The Notice shall also invite commenters to submit their comments to both HUD and the responsible entity issuing the notice to assure that these comments will receive full consideration.

#### Sec. 58.34 Exempt activities.

(a) Except for the applicable requirements of Sec. 58.6, the responsible entity does not have to comply with the requirements of this part or undertake any environmental review, consultation or other action under NEPA and the other provisions of law or authorities cited in Sec. 58.5 for the activities exempt by this section or projects consisting solely of the following exempt activities:

- (1) Environmental and other studies, resource identification and the development of plans and strategies;
- (2) Information and financial services;
- (3) Administrative and management activities;
- (4) Public services that will not have a physical impact or result in any physical changes, including but not limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation and welfare or recreational needs;
- (5) Inspections and testing of properties for hazards or defects;
- (6) Purchase of insurance;
- (7) Purchase of tools;
- (8) Engineering or design costs;
- (9) Technical assistance and training;
- (10) Assistance for temporary or permanent improvements that do not alter environmental conditions and are limited to protection, repair, or restoration activities necessary only to control or arrest the effects from disasters or imminent threats to public safety including those resulting from physical deterioration;
- (11) Payment of principal and interest on loans made or obligations guaranteed by HUD;
- (12) Any of the categorical exclusions listed in Sec. 58.35(a) provided that there are no circumstances which require compliance with any other Federal laws and authorities cited in Sec. 58.5.

(b) A recipient does not have to submit an RROF and certification, and no further approval from HUD or the State will be needed by the recipient for the drawdown of funds to carry out exempt activities and projects. However, the responsible entity must document in writing its determination that each activity or project is exempt and meets the conditions specified for such exemption under this section.

[61 FR 19122, Apr. 30, 1996, as amended at 63 FR 15271, Mar. 30, 1998]

#### Sec. 58.35 Categorical exclusions.

Categorical exclusion refers to a category of activities for which no environmental impact statement or environmental assessment and finding of no significant impact under NEPA is required, except in extraordinary circumstances (see Sec. 58.2(a)(3)) in

which a normally excluded activity may have a significant impact. Compliance with the other applicable Federal environmental laws and authorities listed in Sec. 58.5 is required for any categorical exclusion listed in paragraph (a) of this section.

(a) Categorical exclusions subject to Sec. 58.5. The following activities are categorically excluded under NEPA, but may be subject to review under authorities listed in Sec. 58.5:

(1) Acquisition, repair, improvement, reconstruction, or rehabilitation of public facilities and improvements (other than buildings) when the facilities and improvements are in place and will be retained in the same use without change in size or capacity of more than 20 percent (e.g., replacement of water or sewer lines, reconstruction of curbs and sidewalks, repaving of streets).

(2) Special projects directed to the removal of material and architectural barriers that restrict the mobility of and accessibility to elderly and handicapped persons.

(3) Rehabilitation of buildings and improvements when the following conditions are met:

(i) In the case of multifamily residential buildings:

(A) Unit density is not changed more than 20 percent;

(B) The project does not involve changes in land use from residential to non-residential; and

(C) The estimated cost of rehabilitation is less than 75 percent of the total estimated cost of replacement after rehabilitation.

(ii) In the case of non-residential structures, including commercial, industrial, and public buildings:

(A) The facilities and improvements are in place and will not be changed in size or capacity by more than 20 percent; and

(B) The activity does not involve a change in land use, such as from non-residential to residential, commercial to industrial, or from one industrial use to another.

(4) An individual action on a one- to four-family dwelling or an individual action on a project of five or more units developed on scattered sites when the sites are more than 2,000 feet apart and there are not more than four units on any one site.

(5) Acquisition or disposition of an existing structure or acquisition of vacant land provided that the structure or land acquired or disposed of will be retained for the same use.

(6) Combinations of the above activities.

(b) Categorical exclusions not subject to Sec. 58.5. The Department has determined that the following categorically excluded activities would not alter any conditions that would require a review or compliance determination under the Federal laws and authorities cited in Sec. 58.5. When the following kinds of activities are undertaken, the responsible entity does not have to publish a NOI/RROF or execute a certification and the recipient does not have to submit a RROF to HUD (or the State)

except in the circumstances described in paragraph (c) of this section. Following the award of the assistance, no further approval from HUD or the State will be needed with respect to environmental requirements, except where paragraph (c) of this section applies. The recipient remains responsible for carrying out any applicable requirements under Sec. 58.6.

(1) Tenant-based rental assistance;

(2) Supportive services including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and assistance in gaining access to local, State, and Federal government benefits and services;

(3) Operating costs including maintenance, security, operation, utilities, furnishings, equipment, supplies, staff training and recruitment and other incidental costs;

(4) Economic development activities, including but not limited to, equipment purchase, inventory financing, interest subsidy, operating expenses and similar costs not associated with construction or expansion of existing operations;

(5) Activities to assist homebuyers to purchase existing dwelling units or dwelling units under construction, including closing costs and down payment assistance, interest buydowns, and similar activities that result in the transfer of title.

(6) Affordable housing pre-development costs including legal, consulting, developer and other costs related to obtaining site options, project financing, administrative costs and fees for loan commitments, zoning approvals, and other related activities which do not have a physical impact.

(c) Circumstances requiring NEPA review. If a responsible entity determines that an activity or project identified in paragraph (a) or (b) of this section, because of extraordinary circumstances and conditions at or affecting the location of the activity or project, may have a significant environmental effect, it shall comply with all the requirements of this part.

(d) The Environmental Review Record (ERR) must contain a well organized written record of the process and determinations made under this section.

[61 FR 19122, Apr. 30, 1996, as amended at 63 FR 15272, Mar. 30, 1998]

Sec. 58.36 Environmental assessments.

If a project is not exempt or categorically excluded under Secs. 58.34 and 58.35, the responsible entity must prepare an EA in accordance with subpart E of this part. If it is evident without

preparing an EA that an EIS is required under Sec. 58.37, the responsible entity should proceed directly to an EIS.

#### Sec. 58.37 Environmental impact statement determinations.

(a) An EIS is required when the project is determined to have a potentially significant impact on the human environment.

(b) An EIS is required under any of the following circumstances, except as provided in paragraph (c) of this section:

(1) The project would provide a site or sites for, or result in the construction of, hospitals or nursing homes containing a total of 2,500 or more beds.

(2) The project would remove, demolish, convert or substantially rehabilitate 2,500 or more existing housing units (but not including rehabilitation projects categorically excluded under Sec. 58.35), or would result in the construction or installation of 2,500 or more housing units, or would provide sites for 2,500 or more housing units.

(3) The project would provide enough additional water and sewer capacity to support 2,500 or more additional housing units. The project does not have to be specifically intended for residential use nor does it have to be totally new construction. If the project is designed to provide upgraded service to existing development as well as to serve new development, only that portion of the increased capacity which is intended to serve new development should be counted.

(c) If, on the basis of an EA, a responsible entity determines that the thresholds in paragraph (b) of this section are the sole reason for the EIS, the responsible entity may prepare a FONSI pursuant to 40 CFR 1501.4. In such cases, the FONSI must be made available for public review for at least 30 days before the responsible entity makes the final determination whether to prepare an EIS.

(d) Notwithstanding paragraphs (a) through (c) of this section, an EIS is not required where Sec. 58.53 is applicable.

(e) Recommended EIS Format. The responsible entity must use the EIS format recommended by the CEQ regulations (40 CFR 1502.10) unless a determination is made on a particular project that there is a compelling reason to do otherwise. In such a case, the EIS format must meet the minimum requirements prescribed in 40 CFR 1502.10.

#### Sec. 58.38 Environmental review record.

The responsible entity must maintain a written record of the environmental review undertaken under this part for each project. This document will be designated the "Environmental Review Record" (ERR), and shall be available for public review. The responsible entity must use the current HUD-recommended formats or develop equivalent formats.

(a) ERR Documents. The ERR shall contain all the environmental

review documents, public notices and written determinations or environmental findings required by this part as evidence of review, decisionmaking and actions pertaining to a particular project of a recipient. The document shall:

- (1) Describe the project and the activities that the recipient has determined to be part of the project;
- (2) Evaluate the effects of the project or the activities on the human environment;
- (3) Document compliance with applicable statutes and authorities, in particular those cited in Sec. 58.5 and 58.6; and
- (4) Record the written determinations and other review findings required by this part (e.g., exempt and categorically excluded projects determinations, findings of no significant impact).

(b) Other documents and information. The ERR shall also contain verifiable source documents and relevant base data used or cited in EAs, EISs or other project review documents. These documents may be incorporated by reference into the ERR provided that each source document is identified and available for inspection by interested parties. Proprietary material and special studies prepared for the recipient that are not otherwise generally available for public review shall not be incorporated by reference but shall be included in the ERR.

## Subpart E--Environmental Review Process: Environmental Assessments (EA's)

### Sec. 58.40 Preparing the environmental assessment.

The responsible entity may prepare the EA using the HUD recommended format. In preparing an EA for a particular project, the responsible entity must:

- (a) Determine existing conditions and describe the character, features and resources of the project area and its surroundings; identify the trends that are likely to continue in the absence of the project.
- (b) Identify all potential environmental impacts, whether beneficial or adverse, and the conditions that would change as a result of the project.
- (c) Identify, analyze and evaluate all impacts to determine the significance of their effects on the human environment and whether the project will require further compliance under related laws and authorities cited in Sec. 58.5 and Sec. 58.6.
- (d) Examine and recommend feasible ways in which the project or external factors relating to the project could be modified in order to eliminate or minimize adverse environmental impacts.
- (e) Examine alternatives to the project itself, if appropriate, including the alternative of no action.

(f) Complete all environmental review requirements necessary for the project's compliance with applicable authorities cited in Secs. 58.5 and 58.6.

(g) Based on steps set forth in paragraph (a) through (f) of this section, make one of the following findings:

(1) A Finding of No Significant Impact (FONSI), in which the responsible entity determines that the project is not an action that will result in a significant impact on the quality of the human environment. The responsible entity may then proceed to Sec. 58.43.

(2) A finding of significant impact, in which the project is deemed to be an action which may significantly affect the quality of the human environment. The responsible entity must then proceed with its environmental review under subpart F or G of this part.

Sec. 58.43 Dissemination and/or publication of the findings of no significant impact.

(a) If the responsible entity makes a finding of no significant impact, it must prepare a FONSI notice, using the current HUD-recommended format or an equivalent format. As a minimum, the responsible entity must send the FONSI notice to individuals and groups known to be interested in the activities, to the local news media, to the appropriate tribal, local, State and Federal agencies; to the Regional Offices of the Environmental Protection Agency having jurisdiction and to the HUD Field Office (or the State where applicable). The responsible entity may also publish the FONSI notice in a newspaper of general circulation in the affected community. If the notice is not published, it must also be prominently displayed in public buildings, such as the local Post Office and within the project area or in accordance with procedures established as part of the citizen participation process.

(b) The responsible entity may disseminate or publish a FONSI notice at the same time it disseminates or publishes the NOI/RROF required by Sec. 58.70. If the notices are released as a combined notice, the combined notice shall:

(1) Clearly indicate that it is intended to meet two separate procedural requirements; and

(2) Advise the public to specify in their comments which "notice" their comments address.

(c) The responsible entity must consider the comments and make modifications, if appropriate, in response to the comments, before it completes its environmental certification and before the recipient submits its RROF. If funds will be used in Presidentially declared disaster areas, modifications resulting from public comment, if appropriate, must be made before proceeding with the expenditure of funds.

Sec. 58.45 Public comment periods.

(a) Notice of finding of no significant impact: 15 days from date of publication or if no publication, 18 days from the date of mailing and posting.

(b) Notice of intent to request release of funds: 7 days from date of publication or if no publication, 10 days from date of mailing and posting.

(c) Concurrent or combined notices: Same as FONSI notice.

Sec. 58.46 Time delays for exceptional circumstances.

The responsible entity must make the FONSI available for public comments for 30 days before the recipient files the RROF when:

(a) There is a considerable interest or controversy concerning the project;

(b) The proposed project is similar to other projects that normally require the preparation of an EIS; or

(c) The project is unique and without precedent.

Sec. 58.47 Re-evaluation of environmental assessments and other environmental findings.

(a) A responsible entity must re-evaluate its environmental findings to determine if the original findings are still valid, when:

(1) The recipient proposes substantial changes in the nature, magnitude or extent of the project, including adding new activities not anticipated in the original scope of the project;

(2) There are new circumstances and environmental conditions which may affect the project or have a bearing on its impact, such as concealed or unexpected conditions discovered during the implementation of the project or activity which is proposed to be continued; or

(3) The recipient proposes the selection of an alternative not in the original finding.

(b)(1) If the original findings are still valid but the data or conditions upon which they were based have changed, the responsible entity must affirm the original findings and update its ERR by including this re-evaluation and its determination based on its findings. Under these circumstances, if a FONSI notice has already been published, no further publication of a FONSI notice is required.

(2) If the responsible entity determines that the original findings are no longer valid, it must prepare an EA or an EIS if its evaluation indicates potentially significant impacts.

(3) Where the recipient is not the responsible entity, the recipient must inform the responsible entity promptly of any proposed substantial

changes under paragraph (a)(1) of this section, new circumstances or environmental conditions under paragraph (a)(2) of this section, or any proposals to select a different alternative under paragraph (a)(3) of this section, and must then permit the responsible entity to re-evaluate the findings before proceeding.

[61 FR 19122, Apr. 30, 1996, as amended at 63 FR 15272, Mar. 30, 1998]

## Subpart F--Environmental Review Process: Environmental Impact Statement Determinations

### Sec. 58.52 Adoption of other agencies' EISs.

The responsible entity may adopt a draft or final EIS prepared by another agency provided that the EIS was prepared in accordance with 40 CFR parts 1500 through 1508. If the responsible entity adopts an EIS prepared by another agency, the procedure in 40 CFR 1506.3 shall be followed. An adopted EIS may have to be revised and modified to adapt it to the particular environmental conditions and circumstances of the project if these are different from the project reviewed in the EIS. In such cases the responsible entity must prepare, circulate, and file a supplemental draft EIS in the manner prescribed in Sec. 58.60(d) and otherwise comply with the clearance and time requirements of the EIS process, except that scoping requirements under 40 CFR 1501.7 shall not apply. The agency that prepared the original EIS should be informed that the responsible entity intends to amend and adopt the EIS. The responsible entity may adopt an EIS when it acts as a cooperating agency in its preparation under 40 CFR 1506.3. The responsible entity is not required to re-circulate or file the EIS, but must complete the clearance process for the RROF. The decision to adopt an EIS shall be made a part of the project ERR.

### Sec. 58.53 Use of prior environmental impact statements.

Where any final EIS has been listed in the Federal Register for a project pursuant to this part, or where an areawide or similar broad scale final EIS has been issued and the EIS anticipated a subsequent project requiring an environmental clearance, then no new EIS is required for the subsequent project if all the following conditions are met:

(a) The ERR contains a decision based on a finding pursuant to Sec. 58.40 that the proposed project is not a new major Federal action significantly affecting the quality of the human environment. The decision shall include:

(1) References to the prior EIS and its evaluation of the

environmental factors affecting the proposed subsequent action subject to NEPA;

(2) An evaluation of any environmental factors which may not have been previously assessed, or which may have significantly changed;

(3) An analysis showing that the proposed project is consistent with the location, use, and density assumptions for the site and with the timing and capacity of the circulation, utility, and other supporting infrastructure assumptions in the prior EIS;

(4) Documentation showing that where the previous EIS called for mitigating measures or other corrective action, these are completed to the extent reasonable given the current state of development.

(b) The prior final EIS has been filed within five (5) years, and updated as follows:

(1) The EIS has been updated to reflect any significant revisions made to the assumptions under which the original EIS was prepared;

(2) The EIS has been updated to reflect new environmental issues and data or legislation and implementing regulations which may have significant environmental impact on the project area covered by the prior EIS.

(c) There is no litigation pending in connection with the prior EIS, and no final judicial finding of inadequacy of the prior EIS has been made.

## Subpart G--Environmental Review Process: Procedures for Draft, Final and Supplemental Environmental Impact Statements

### Sec. 58.55 Notice of intent to prepare an EIS.

As soon as practicable after the responsible entity decides to prepare an EIS, it must publish a NOI/EIS, using the HUD recommended format and disseminate it in the same manner as required by 40 CFR parts 1500 through 1508.

### Sec. 58.56 Scoping process.

The determination on whether or not to hold a scoping meeting will depend on the same circumstances and factors as for the holding of public hearings under Sec. 58.59. The responsible entity must wait at least 15 days after disseminating or publishing the NOI/EIS before holding a scoping meeting.

### Sec. 58.57 Lead agency designation.

If there are several agencies ready to assume the lead role, the

responsible entity must make its decision based on the criteria in 40 CFR 1501.5(c). If the responsible entity and a Federal agency are unable to reach agreement, then the responsible entity must notify HUD (or the State, where applicable). HUD (or the State) will assist in obtaining a determination based on the procedure set forth in 40 CFR 1501.5(e).

#### Sec. 58.59 Public hearings and meetings.

(a) Factors to consider. In determining whether or not to hold public hearings in accordance with 40 CFR 1506.6, the responsible entity must consider the following factors:

(1) The magnitude of the project in terms of economic costs, the geographic area involved, and the uniqueness or size of commitment of resources involved.

(2) The degree of interest in or controversy concerning the project.

(3) The complexity of the issues and the likelihood that information will be presented at the hearing which will be of assistance to the responsible entity.

(4) The extent to which public involvement has been achieved through other means.

(b) Procedure. All public hearings must be preceded by a notice of public hearing, which must be published in the local news media 15 days before the hearing date. The Notice must:

(1) State the date, time, place, and purpose of the hearing or meeting.

(2) Describe the project, its estimated costs, and the project area.

(3) State that persons desiring to be heard on environmental issues will be afforded the opportunity to be heard.

(4) State the responsible entity's name and address and the name and address of its Certifying Officer.

(5) State what documents are available, where they can be obtained, and any charges that may apply.

#### Sec. 58.60 Preparation and filing of environmental impact statements.

(a) The responsible entity must prepare the draft environmental impact statement (DEIS) and the final environmental impact statements (FEIS) using the current HUD recommended format or its equivalent.

(b) The responsible entity must file and distribute the (DEIS) and the (FEIS) in the following manner:

(1) Five copies to EPA Headquarters;

(2) Five copies to EPA Regional Office;

(3) Copies made available in the responsible entity's and the recipient's office;

(4) Copies or summaries made available to persons who request them; and

(5) FEIS only--one copy to State, HUD Field Office, and HUD Headquarters library.

(c) The responsible entity may request waivers from the time requirements specified for the draft and final EIS as prescribed in 40 CFR 1506.6.

(d) When substantial changes are proposed in a project or when significant new circumstances or information becomes available during an environmental review, the recipient may prepare a supplemental EIS as prescribed in 40 CFR 1502.9.

(e) The responsible entity must prepare a Record of Decision (ROD) as prescribed in 40 CFR 1505.2.

[61 FR 19122, Apr. 30, 1996, as amended at 63 FR 15272, Mar. 30, 1998]

## Subpart H--Release of Funds for Particular Projects

### Sec. 58.70 Notice of intent to request release of funds.

The NOI/RROF must be disseminated and/or published in the manner prescribed by Sec. 58.43 and Sec. 58.45 before the certification is signed by the responsible entity.

### Sec. 58.71 Request for release of funds and certification.

(a) The RROF and certification shall be sent to the appropriate HUD Field Office (or the State, if applicable), except as provided in paragraph (b) of this section. This request shall be executed by the Certifying Officer. The request shall describe the specific project and activities covered by the request and contain the certification required under the applicable statute cited in Sec. 58.1(b). The RROF and certification must be in a form specified by HUD.

(b) When the responsible entity is conducting an environmental review on behalf of a recipient, as provided for in Sec. 58.10, the recipient must provide the responsible entity with all available project and environmental information and refrain from undertaking any physical activities or choice limiting actions until HUD (or the State, if applicable) has approved its request for release of funds. The certification form executed by the responsible entity's certifying officer shall be sent to the recipient that is to receive the assistance along with a description of any special environmental conditions that must be adhered to in carrying out the project. The recipient is to submit the RROF and the certification of the responsible entity to HUD (or the State, if applicable) requesting the release of funds. The recipient must agree to abide by the special conditions, procedures and

requirements of the environmental review, and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions.

(c) If the responsible entity determines that some of the activities are exempt under applicable provisions of this part, the responsible entity shall advise the recipient that it may commit funds for these activities as soon as programmatic authorization is received. This finding shall be documented in the ERR maintained by the responsible entity and in the recipient's project files.

#### Sec. 58.72 HUD or State actions on RROFs and certifications.

The actions which HUD (or a State) may take with respect to a recipient's environmental certification and RROF are as follows:

(a) In the absence of any receipt of objection to the contrary, except as provided in paragraph (b) of this section, HUD (or the State) will assume the validity of the certification and RROF and will approve these documents after expiration of the 15-day period prescribed by statute.

(b) HUD (or the State) may disapprove a certification and RROF if it has knowledge that the responsible entity has not complied with the items in Sec. 58.75, or that the RROF and certification are inaccurate.

(c) In cases in which HUD has approved a certification and RROF but subsequently learns (e.g., through monitoring) that the recipient violated Sec. 58.22 or the recipient or responsible entity otherwise failed to comply with a clearly applicable environmental authority, HUD shall impose appropriate remedies and sanctions in accord with the law and regulations for the program under which the violation was found.

#### Sec. 58.73 Objections to release of funds.

HUD (or the State) will not approve the ROF for any project before 15 calendar days have elapsed from the time of receipt of the RROF and the certification or from the time specified in the notice published pursuant to Sec. 58.70, whichever is later. Any person or agency may object to a recipient's RROF and the related certification. However, the objections must meet the conditions and procedures set forth in subpart H of this part. HUD (or the State) can refuse the RROF and certification on any grounds set forth in Sec. 58.75. All decisions by HUD (or the State) regarding the RROF and the certification shall be final.

#### Sec. 58.74 Time for objecting.

All objections must be received by HUD (or the State) within 15 days from the time HUD (or the State) receives the recipient's RROF and the related certification, or within the time period specified in the

notice, whichever is later.

#### Sec. 58.75 Permissible bases for objections.

HUD (or the State), will consider objections claiming a responsible entity's noncompliance with this part based only on any of the following grounds:

(a) The certification was not in fact executed by the responsible entity's Certifying Officer.

(b) The responsible entity has failed to make one of the two findings pursuant to Sec. 58.40 or to make the written determination required by Secs. 58.35, 58.47 or 58.53 for the project, as applicable.

(c) The responsible entity has omitted one or more of the steps set forth at subpart E of this part for the preparation, publication and completion of an EA.

(d) The responsible entity has omitted one or more of the steps set forth at subparts F and G of this part for the conduct, preparation, publication and completion of an EIS.

(e) The recipient has committed funds or incurred costs not authorized by this part before release of funds and approval of the environmental certification by HUD or the State.

(f) Another Federal agency acting pursuant to 40 CFR part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality.

#### Sec. 58.76 Procedure for objections.

A person or agency objecting to a responsible entity's RROF and certification shall submit objections in writing to HUD (or the State). The objections shall:

(a) Include the name, address and telephone number of the person or agency submitting the objection, and be signed by the person or authorized official of an agency.

(b) Be dated when signed.

(c) Describe the basis for objection and the facts or legal authority supporting the objection.

(d) State when a copy of the objection was mailed or delivered to the responsible entity's Certifying Officer.

#### Sec. 58.77 Effect of approval of certification.

(a) Responsibilities of HUD and States. HUD's (or, where applicable, the State's) approval of the certification shall be deemed to satisfy the responsibilities of the Secretary under NEPA and related provisions of law cited at Sec. 58.5 insofar as those responsibilities relate to

the release of funds as authorized by the applicable provisions of law cited in Sec. 58.1(b).

(b) Public and agency redress. Persons and agencies seeking redress in relation to environmental reviews covered by an approved certification shall deal with the responsible entity and not with HUD. It is HUD's policy to refer all inquiries and complaints to the responsible entity and its Certifying Officer. Similarly, the State (where applicable) may direct persons and agencies seeking redress in relation to environmental reviews covered by an approved certification to deal with the responsible entity, and not the State, and may refer inquiries and complaints to the responsible entity and its Certifying Officer. Remedies for noncompliance are set forth in program regulations.

(c) Implementation of environmental review decisions. Projects of a recipient will require post-review monitoring and other inspection and enforcement actions by the recipient and the State or HUD (using procedures provided for in program regulations) to assure that decisions adopted through the environmental review process are carried out during project development and implementation.

(d) Responsibility for monitoring and training. (1) At least once every three years, HUD intends to conduct in-depth monitoring and exercise quality control (through training and consultation) over the environmental activities performed by responsible entities under this part. Limited monitoring of these environmental activities will be conducted during each program monitoring site visit. If through limited or in-depth monitoring of these environmental activities or by other means, HUD becomes aware of any environmental deficiencies, HUD may take one or more of the following actions:

(i) In the case of problems found during limited monitoring, HUD may schedule in-depth monitoring at an earlier date or may schedule in-depth monitoring more frequently;

(ii) HUD may require attendance by staff of the responsible entity at HUD-sponsored or approved training, which will be provided

(iii) HUD may refuse to accept the certifications of environmental compliance on subsequent grants;

(iv) HUD may suspend or terminate the responsible entity's assumption of the environmental review responsibility;

(v) HUD may initiate sanctions, corrective actions, or other remedies specified in program regulations or agreements or contracts with the recipient.

(2) HUD's responsibilities and action under paragraph (d)(1) of this section shall not be construed to limit or reduce any responsibility assumed by a responsible entity with respect to any particular release of funds under this part. Whether or not HUD takes action under paragraph (d)(1) of this section, the Certifying Officer remains the

responsible Federal official under Sec. 58.13 with respect to projects and activities for which the Certifying Officer has submitted a certification under this part.

# APPENDIX C

## HUD 7015, REQUEST FOR RELEASE OF FUNDS

(PDF fillable electronic version at Grantee Website at: <http://www.hud.gov/lea/leaforms.html>)



# Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development  
Office of Community Planning and Development

OMB No. 2506-0087  
(exp. 6/30/2001)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

## Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s)	2. HUD/State Identification Number	3. Recipient Identification Number (optional)
4. OMB Catalog Number(s)	5. Name and address of responsible entity	
6. For information about this request, contact (name & phone number)	7. Name and address of recipient (if different than responsible entity)	
8. HUD or State Agency and office unit to receive request		

### The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following

9. Program Activity(ies)/Project Name(s)	10. Location (Street address, city, county, State)
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11. Program Activity/Project Description

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**Part 2. Environmental Certification** (to be completed by responsible entity)

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With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal  did  did not require the preparation and dissemination of an environmental impact statement.
4. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
5. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
6. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

7. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
8. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity	Title of Certifying Officer
	Date signed
X Address of Certifying Officer	

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**Part 3. To be completed when the Recipient is not the Responsible Entity**

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The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient	Title of Authorized Officer
	Date signed
X	

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

# APPENDIX D

## SAMPLE DETERMINATION OF EXEMPTION (Lead Hazard Control Grant Program) 24 CFR 58.34(a)(12)

Grantee Name: \_\_\_\_\_

Grant Number:  
\_\_\_\_\_

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Estimated Cost:  
\_\_\_\_\_

Project Description: \_\_\_\_\_

---

This project consists of solely Lead Hazard Control Grant funds. Pursuant to 24 CFR 58.35(a), the project is categorically excluded from the National Environmental Policy Act. There are no circumstances that require compliance with any other Federal laws and authorities listed at 24 CFR 58.5. Pursuant to 24 CFR 58.34(a)(12), the project is exempt from the further requirements of 24 CFR Part 58 other than for compliance with those Federal laws and authorities listed at 24 CFR 58.6. Therefore, the above named grantee has determined that this exemption extends to the Release of Funds requirements specified at 24 CFR 58, Subpart J, including notice publication and the filing of a Request for Release of Funds with HUD.

Certifying Officer: \_\_\_\_\_ Date: \_\_\_\_\_

# APPENDIX E

(WORD form fillable version at Grantee Website at: <http://www.hud.gov/lea/leafirms.html>)

## NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS

(Date of Notice Publication)

(Name of Grantee)

(Street address)

City, State, Zip Code

(Name of contact person with City, County, State, or Tribe) may be contacted at (Phone number) for further information about this notice.

On or about (at least one day after end of the 7-day comment period [or 10-days if posted], which commences the day after the publication date) the (City, County, State, or Tribe) will submit a request to the U.S. Department of Housing and Urban Development (HUD) for the release of Lead-Based Paint Hazard Control in Privately-owned Housing Grant Program funds under Section 1011 of the Housing and Community Development Act of 1992, Public Law 102-550) for the following project: ( Project title or name; purpose/nature of project; project location, address, and/or area by major streets and/or census tracts, City, County, and State; estimated cost of project and amount of Federal assistance requested).

The activities proposed are categorically excluded under HUD regulations at 24 CFR Part 58 from National Environmental Policy Act (NEPA) requirements. An Environmental Review Record (ERR) that documents the environmental determinations for this project is on file at (name and address of grantee office where ERR can be examined and [if applicable] name and address of other locations where the ERR is available for review) and may be examined or copied weekdays between the hours of \_\_\_\_\_ a.m. and \_\_\_\_\_ p.m.

### PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the (Grantee designated office responsible for receiving and responding to comments). All comments received by (last date of comment period) will be considered by the (City, County, State, or Tribe) prior to authorizing submission of a request for release of funds.

### RELEASE OF FUNDS

The (City, County, State or Tribe) certifies to HUD that (name of Certifying Officer), in his/her official capacity as (Official title), consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. HUD's approval of the certification satisfies its responsibilities under NEPA and related laws and authorities, and allows the (City, County, State, or Tribe) to use Program funds for the project.

### OBJECTIONS TO RELEASE OF FUNDS

HUD will consider objections to its release of funds and the (City, County, State, or Tribe)'s certification for a period of fifteen days following either the anticipated submission date or HUD's actual receipt of the request (whichever is later) only if the objections are on one of the following bases: (a) That the Certification was not executed by the Certifying Officer of the (City, County,

State, or Tribe); (b) the (City, County, State or Tribe) has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the ( City, County, State or Tribe) has committed funds or incurred costs not authorized by 24 CFR Part 58 before approval of a release of funds by HUD; (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58), and may be addressed to HUD as follows:  
U.S. Department of Housing and Urban Development, Eric Axelrod, Environmental Officer, Office of Lead Hazard Control, 451 7<sup>th</sup> St. SW, Rm. P3206, Washington DC 20410-0001. Potential objectors may contact HUD to verify the actual last day of the objection period.

(Name and official title of City's, County's, State's, or Tribe's Certifying Officer)