

Project NEPA/SEPA Strategy Checklist

Purpose: (1) Identifying/discussing the items below can help develop a strategy for any NEPA/SEPA level project so the environmental coordinator (EC) and project team can develop a reasonable scope, schedule, and budget for environmental documentation. Please revisit this checklist as new information is available so changes can be made as appropriate. (2) To clarify the HQs Environmental Services' Office (ESO's) role for EAs/EISs and identify any needs where ESO can assist in the NEPA/SEPA process.

Project Title: _____ Today's Date: _____

Region/Mode Lead: _____ Initial Environmental Classification: DCE*, DNS*, EA, EIS (circle)

Proposed NEPA Doc Completion Date: _____ AD Date: _____

Est. Project Cost: _____ Location: (SR, Begin/End MP, other) _____

Topics for Discussion at ESO/EC Meeting:

- Project description/logical termini (EC)
- Schedule (EC)
- Changes in NEPA/SEPA Guidance (ESO)
- Previous Commitments Identified (EC)
- Community/Political Issues & Risk (EC)
- Discipline Reports anticipated for this project - see table below - (EC)
- Right Sizing Analysis (EC/ESO)
- Confirm NEPA/SEPA level & Schedule (EC)
- Project logged in Active Project spreadsheet – if EA/EIS (ESO)
- ESO NEPA/SEPA Specialist Role (ESO/EC)*

Available Resources

- [Environmental Manual](#)
- WSDOT [NEPA/SEPA Guidance](#) Webpage
- Similar [Example Documents](#) (ESO)
- [Reader Friendly Tool Kit](#) - for EA/EIS
- [QA/QC Guidance Document](#) - for EA/EIS
- [FHWA eNEPA](#) - for EA/EIS (optional)

ESO Review

- Discipline Reports/Memos and others
- EA/EIS Outline
- Draft EA/EIS* (documentation checklist)
- Final EA/EIS

** Submission of the Draft EA/EIS triggers a change in ESO's role from team support to QA/QC reviewer as required by the Stewardship Agreement with FHWA. Note: A DCE or DNS does not require ESO NEPA/SEPA Specialist involvement/review.*

Initial risk assessment (pre-scoping)

Please provide your initial thoughts on relative impact(s) to each discipline to facilitate a 'right-sizing' discussion. Remember to share unusual circumstances that may affect the project socially/politically/etc. as appropriate.

Discipline	High	Medium	Low	Discipline	High	Medium	Low
Air				Groundwater			
Noise				Land Use			
Energy				HazMat			
Cumulative Effects				Fish/Wildlife/ Vegetation			
Earth				Social/EJ			
Surface Water				Cultural Resources			
Floodplains				Section 4(f)			
Visual				Section 6(f)			
Wetlands				Transportation			

