

APPENDIX C – LETTER FROM THE LEAD AGENCY RESPONSIBLE FOR CONSTRUCTION OF RELATED TRANSPORTATION FACILITY (RTF)

This letter is required with each EEM Project Proposal

Instructions to the Lead Agency responsible for construction of the RTF: The Environmental Enhancement and Mitigation (EEM) Program awards up to \$6.7 million each fiscal year for grants to mitigate the environmental impacts of modified or new public transportation facilities. Please provide a letter describing construction of a new Transportation Facility or modification/ enhancement of an existing Transportation Facility.

Send this letter, on Lead Agency stationery, to the **applicant** for inclusion in their project proposal package **prior** to the online submission deadline.

Provide the following information about the **RTF**:

1. Describe the RTF construction or modification or planned construction or modification.
2. What is the location of the RTF?
3. When did the RTF construction or modification begin? When was it completed?
4. What type of Environmental Review was required?
5. When was the Environmental Review completed?
6. Provide State Clearinghouse Number of the completed Environmental Review, if applicable.
7. Was mitigation required? If so, please describe the type of habitat impacted and list the required mitigation.
8. Have the environmental mitigation measures been started or completed?
9. If the RTF is planned, what is the projected construction start date? Completion date?
10. What is the funding source for the RTF? Is the RTF fully funded?
11. What is the location of the required mitigation?

Provide the following information about the proposed **EEM Project**:

12. Name of the EEM Project.
13. Is the EEM Project the required mitigation for the RTF? If yes, please describe how the project mitigates the impacts of the RTF?
14. If applicant is applying under Mitigation Projects Beyond the Scope of the Lead Agency Category, please provide a statement of concurrence explaining how the ability to effectuate the mitigation or enhancement measures are beyond the scope

of the lead agency responsible for assessing the environmental impact of the proposed transportation improvement.

15. Is the proposed EEM project incompatible with the RTF? If so, does it interfere with the operation or safety of the RTF? (Please explain.)
16. Does the proposed EEM project limit or interfere with planned or anticipated future improvements to the RTF? (If it interferes, please explain.)
17. Describe any concerns about the proposed EEM project (e.g., design, safety, tree density, other.)
18. Are you aware of another EEM project previously undertaken to mitigate the impact of this RTF? (If you have knowledge of the project, please explain.)
19. Do you have any knowledge why the applicant would not be able to complete this project?

Please include:

Signature of Transportation Agency Representative, Title, Date Signed

Name of Transportation Agency

Contact information (address, phone, email)

This letter is purely informational and does not indicate support for the proposed EEM project. If the proposed EEM project is on property owned by the Lead Agency, a separate letter of permission must be provided.