

Date

Name of Agency
Address of Agency

SUBJECT: Request for Information *Name*
of Project or Activity

The *(name of IHBG recipient)* is proposing to undertake construction activities using federal funds from the U.S. Department of Housing and Urban Development. A description of the project follows:

Provide a complete project description and location. Include a legal description of the site, if possible, and a map of the project area. The project description should include all related activities such as infrastructure, access roads, utility extensions, site improvements, etc. The information provided in this section should allow a person unfamiliar with the project and location to make a reasonable determination of environmental impact.

As part of the development process, the _____ *(tribe)* is conducting an environmental review in accordance with the regulations at 25 CFR part 58. This letter is written to request your agency's review and comments regarding whether the planned project activity will have a significant impact on the environment and whether any mitigating actions are needed. Specifically, your agency should review any compliance issues relating to *(identify the environmental factor and/or statutory provision)*.

Your timely written response to this inquiry is appreciated. If additional information is needed, please contact *(name of project coordinator or environmental officer)* at _ *(phone number)*.

Sincerely,

Tribal Chairperson or Designated Official

TRIBAL OR TDHE LETTERHEAD

Date:

MEMORANDUM TO: Environmental Review Record

FROM:

GRANT NUMBER:

The purpose of this memorandum is to document that **the (name of tribe or TDHE)** has determined, in accordance with the citation from 24 CFR 58.35(b) referenced below, that the following activities are categorically excluded from National Environmental Policy Act requirements and are not subject to the other provisions of law or authorities cited in 24 CFR 58.5.

<u>Activity</u>	<u>Regulatory Citation</u>	<u>Budgeted Amount</u>
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Total: \$

Attached to this memorandum is a determination regarding compliance with the requirements of 24 CFR 58.6 for the listed activities.

Attachment

TRIBAL OR TDHE LETTERHEAD

Date:

MEMORANDUM TO: Environmental Review Record

FROM:

GRANT NUMBER:

The purpose of this memorandum is to document that **the (name of tribe or TDHE)** has determined, in accordance with the citation from 24 CFR 58.34 referenced below, that the following activities are exempt from National Environmental Policy Act requirements and other provisions of law or authorities cited in 24 CFR 58.5.

<u>Activity</u>	<u>Regulatory Citation</u>	<u>Budgeted Amount</u>
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Total: \$

Attached to this memorandum is a determination regarding compliance with the requirements of 24 CFR 58.6 for the listed activities.

Attachment