

Instructions for
Form 2-5A Statutory Checklist
Exempt or Categorically Excluded Not Subject to Section 58.5

Under 24 CFR 58.5 and 58.6, CDBG Recipients must review their projects using the same regulations HUD would otherwise be subject to under the National Environmental Policy Act. The Statutory Checklist covers Federal laws, regulations and Executive Orders (see 24 CFR 58.5) that may impact the HUD funded project. The Checklist is an important piece of the Environmental Review Record since it records the results of the review of statutes, regulations and Executive Orders outlined in 24 CFR 58.5 and 58.6 of the CDBG Environmental Review regulations. Compliance means that the Recipients must follow detailed procedures required by the particular law, regulation, or Executive Order.

Recipients are strongly encouraged to check individual regulations directly for applicability and compliance measures.

Project Information

1. Project Name & CDBG No.
 - a. Provide the Municipality Name, assigned CDBG Project Number, for example: The City of Upstate Wastewater Improvement, 555PR999-15.
2. Responsible Entity
 - a. This is the entity identified in the Designation of Certifying Officer
3. Grant Recipient
 - a. This is the Municipal Recipient of NYS CDBG funds
4. Preparer
 - a. Provide the name of the person preparing this form
5. Certifying Officer Name and Title
 - a. Provide the name and title of person identified in the Designation of Certifying Officer
6. Consultant
 - a. Provide the name of the firm only, if applicable
7. Direct Comments to
 - a. The address of the Certifying Officer

Project Location

1. Provide the physical address of the activity, or for activities such as housing where locations may not be known, state Various locations to be determined within the <Municipality Name>

Description of the Proposed Project

1. Provide a brief, narrative description of the proposed project

Level of Environmental Review Determination

1. Identify the specific citation from 58.34(a), or
2. Identify the specific citation from 58.35(b)

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Funding Information

1. Provide the requested information for all other funding sources.
 - a. Attach additional paper when required
2. Enter the total CDBG funding assistance
3. Enter the total funding assistance from **ALL** sources

Compliance with 24 CFR 50.4, 58.5 and 58.6 Laws and Authorities

1. Each statute, executive order or regulation must be addressed
2. Select YES or NO for each criteria
3. Compliance determination for every criteria must be fully explained to the satisfaction of the OCR

Field Inspection

1. Provide the date compliance was completed and who it was completed by

Summary of Findings and Conclusions

1. Provide a narrative description

Mitigation Measures and Conditions

1. Identify any other law, authority or factor that was considered and the mitigation measures

Determination

1. Select the appropriate determination
2. Consultation with OCR is strongly encouraged prior to making determination

THE ORIGINAL STATUTORY CHECKLIST MUST BE RETAINED BY THE RECIPIENT WITH THE COMPLETE ENVIRONMENTAL REVIEW RECORD; A COPY OF THIS COMPLETED FORM MUST BE SUBMITTED TO THE OCR VIA FAX, E-MAIL OR HARD COPY U.S. MAIL.