

PPA CHECKLIST

I. BASIC INFORMATION:

- a. Name of Authorized Project: _____
- b. Name of Separable Element: _____
- c. CWIS Number: _____
- d. Project Report Reviewed by OMB: ___ Yes ___ No Any special conditions imposed by OMB? ___ Yes ___ No Describe conditions _____
- e. Date Chief's Report Transmitted to Congress: _____
- f. Authorizing Document: _____
- g. Law/Section/Date of Project Authorization: _____
- h. Laws/Sections/Dates of Any Post-Authorization Modification: _____
- i. PPA Covers: ___ (1) Authorized Project
___ (2) Separable Element
___ (1) or (2) plus (for example Locally Preferred Plan) _____
- j. Construction New Start: ___ Budgeted
___ Congressional Add
- k. Non Federal Sponsor(s): _____
- l. Project/Separable Element Purpose(s): _____
- m. Scheduled date for execution of the PPA: _____
- n. Scheduled Advertisement Date: _____ Scheduled Award Date: _____

II. PROJECT DOCUMENTS:

- a. Title/Date/Approving Authority of Project Report Supporting PPA: _____
- b. Project Management Plan Approval Date: _____

c. Mitigation Authorized: ___ Yes ___ No Cost of Mitigation _____
 Describe Type of Mitigation and Whether Included in Project Report and PPA: _____

d. Current M-CACES Estimate: \$ _____ Date Prepared and Price Level:

e. Section 902 Cost Limit: \$ _____ Fully Funded as of 1 Oct FY _____

f. Date of Latest Economic Analysis: _____

g. Current Economics: BCR _____ @ _____ % FY _____
 RBRCR _____ @ _____ % FY _____

III. COST SHARING SUMMARY:

Purpose (s)	Non- Fed Cash	Non-Fed LERRD	Non-Fed Const. Credit	Total Non-Fed Share & (%)	Total Federal Share & (%)	Total Project Cost
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Total

a. Projected Credit for Section 215 Work and Date 215 Agreement Signed: _____

b. Projected Credit for Section 104 or Other Authorized Creditable Work and Date Work
 Approved by ASA(CW) or Agreement Addressing Work (In-Kind MOU) Signed:

c. Annual Non-Fed OMRR&R Costs (1 Oct FY _____ Price Levels): _____

d. Source of Non-Federal Funds: _____

e. Source, Amount, & Date of Authorization From Granting Agency for Other Agency
 Funds (Attach Authorizing Letter) : _____

f. Status of Obtaining Funds: _____

g. Date Sponsor signed Self-Certification of Financial Capability for Agreements:

IV. FUNDING HISTORY

- a. Construction, General or MR&T Construction Budget and Appropriations History for Project/Separable Element:

<u>Fiscal Year</u>	<u>Budget Amount</u>	<u>Appropriated Amount</u>
_____	_____	_____
_____	_____	_____

V. SPECIAL CONDITIONS

- a. Sub-agreement Required for Sponsor to Perform: ___ Yes ___ No Describe the Sub-agreement and How It Relates to the Sponsor’s Requirements Under the PPA _____
- b. As Applicable, Describe the Allocation of Costs Among the Multiple Sponsors: _____
- c. As Applicable, Describe Special Cost Sharing IAW Section 103(m) or Section 1156, Public Law 99-662: _____
- d. List and Provide Cost Estimates For Betterments to be Funded by the Sponsor: _____

VI. REVIEW BY NON-FEDERAL SPONSOR AND ITS COUNSEL

- a. Does the non-Federal sponsor concur in the PPA as submitted? ___ Yes ___ No
- b. Has PPA as submitted, including the Certificate of Authority, been reviewed by the non-Federal sponsor’s counsel? ___ Yes ___ No

VII. OTHER REQUIREMENTS:

- a. Attach current Federal/Non-Federal Allocation of Funds Table Using Format Prescribed by Appendix B, ER 1165-2-131.
- b. Notify Affected Congressional Delegation , Including Senators’ Offices , Once the PPA Has Been Approved for Signature.

VIII. CERTIFICATION FOR DELEGATED PPA’s: YOU MUST ANSWER “YES” TO ALL OF THE FOLLOWING QUESTIONS TO SIGN THE PPA UNDER DELEGATED AUTHORITY.

- a. **PROJECT PLAN**

Has the Project Report (Item IIa) been approved by ASA(CW) or other official to which authority has been delegated? ___ Yes ___ No

If there were conditions associated with the approval, have they been resolved with the organizational level attaching the conditions? ___ Yes ___ No

If the project to be described in the PPA deviates from the approved project document plan, was it approved by the approving authority? ___ Yes ___ No

b. FUNDING

Have funds to initiate construction been appropriated? ___ Yes ___ No

If funds were added by Congress has guidance been furnished by HQUSACE regarding the scope of the project to be built and any limiting language to be included in the PPA? ___ Yes ___ No

Does the proposal comply with HQUSACE Congressional add guidance? ___ Yes
No ___

c. AUTHORITY

Is authority adequate to complete the project as proposed? ___ Yes ___ No

Is the project (GNF cost plus LERRD for navigation projects) cost estimate to be entered into the PPA less than the Section 902 limit (for projects authorized by WRDA 1986 and thereafter)? ___ Yes ___ No

d. ENVIRONMENTAL COMPLIANCE

Have all applicable environmental requirements been met and clearances received?
___ Yes ___ No

Dates of Environmental Compliance :

FONSI Signed _____ EIS Filed _____ ROD Signed _____

ESA Sec. 7 Concluded _____ CZM Consistency Determination _____

401 Certification _____ or 404(r) _____ 404(b) (1) _____

Sec 103 MPRSA Eval _____ USFWS Coord. Act Rpt. _____

Sec 106 NHPA (SHPO and/or ACHP) _____ Clean Air Act _____

Have the costs of compliance with the above clearances been adequately defined and included in the project cost estimate to ensure the 902 cost cap is not exceeded and that the sponsor is not required to provide unexpected funds? ___ Yes ___ No

e. FINANCING PLAN

Has the Project Manager certified that the sponsor has the funds to share in the project costs as required by the PPA? ___ Yes ___ No

f. PPA

Is there an approved model PPA for this type project? ___ Yes ___ No

Is the PPA in accordance with the approved model PPA for this type project? ___ Yes ___ No ___ N/A

g. DISTRICT COUNSEL REVIEW OF PPA

Has the District Counsel reviewed and approved the draft PPA for legal sufficiency? ___ Yes (Certification included in PPA package submittal) ___ No

IX. PPA NOT DELEGATED FOR APPROVAL: PPA MUST BE SUBMITTED TO HQUSACE FOR ASA(CW) APPROVAL WHEN THERE ARE DEVIATIONS FROM THE MODEL PPA OR THE FOLLOWING APPLY:

- a. If the PPA includes any deviation from the approved model, describe and provide the rationale.
- b. If the PPA includes any deviation from the approved Project Report, describe them and the reasons why.
- c. If there are issues/controversies that must be resolved to enable the PPA to be signed, describe how and when they will be resolved.
- d. If the project is a Congressional add and the PPA covers more than the limit of Federal appropriations, describe why and how this can be recommended.

X. AUTHENTICATION:

Project Manager

Date: _____

DDE (PM)

Date: _____

District Commander

Date: _____