



FEMA

**Grant Programs Directorate Information Bulletin
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MEMORANDUM FOR: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Urban Areas Security Initiative Points of Contact
All State Homeland Security Directors
All State Emergency Management Agency Directors

FROM: Brian E. Kamoie
Assistant Administrator for Grant Programs
Federal Emergency Management Agency

A handwritten signature in blue ink, appearing to read "B. Kamoie".

SUBJECT: Responsibility for Costs Incurred Implementing Environmental Planning
and Historic Preservation Activities

The purpose of this Information Bulletin is to inform all recipients of assistance awards administered by the Grant Programs Directorate (GPD) that the costs associated with the preparation, conduct, and completion of any required environmental planning and historic preservation (EHP) reviews are the responsibility of the grant recipient. Grant recipients may use grant funds or the recipient's own funds for these costs.

Grant recipients proposing projects that involve changes to the natural or built environment, including, but not limited to, construction of communication towers; modification or renovation of existing buildings, structures, facilities, and infrastructure; or that involve new construction, including replacement or relocation of facilities, must participate in the EHP review process. The EHP review process involves submission of a detailed project description, the proposed project's purpose and need, and supporting documentation to GPD for evaluation to determine if the proposed project may impact environmental resources and/or historic properties.

Costs incurred to comply with FEMA's EHP requirements are the responsibility of grant recipients. This includes costs associated with the preparation, collection, or assembly of the necessary documentation, the submission of the EHP clearance form, and/or the consultation fees for the development of an Environmental Assessment (EA) or an Environmental Impact Statement (EIS). Grant recipients may use grant funds or the recipient's own funds for these costs. FEMA will not amend grant awards to provide additional funds to cover these costs.

Please contact Tom Harrington at Tom.Harrington@fema.dhs.gov or GPDEHPinfo@fema.dhs.gov with any questions.