

REQUEST FOR PROPOSED PROJECT REVIEW

(DATE)

Title of Official Tribal Representative (Titles differ – ensure use of the appropriate title) & Name

Tribal Name _____

Address _____

Address _____

RE: (Grantee/applicant & Descriptive name of project)

Dear (Title of Official Tribal Representative and Name) _____,

The (County/City/Village) is interested in submitting an application to the Missouri Department of Economic Development (MO DED) requesting Community Development Block Grant funds (CDBG) to assist with our proposed project. CDBG funds are granted to the MO DED by the US Department of Housing and Urban Development (HUD). An environmental review is required pursuant to the National Environmental Policy Act (NEPA) and HUD's environmental regulation, 24 CFR Part 58. The (County/City/Village) requests your review of this proposed project to identify whether sites exist that have religious and cultural significance to the Tribe and to determine if project undertakings have the potential to adversely impact any identified sites.

The purpose and need of the project is to (Provide an explanation as to why this proposed project is needed, the objectives it will fulfill, and who would benefit.)

The project as proposed consists of (Detailed description of project including all activities proposed by all funding sources – refer to the engineering/architectural report and funding application – all project descriptions should remain the same on all project documents).

Enclosed you will find the following items:

- Topographic map with project site clearly identified
- Aerial map
- Color photographs of the site and surrounding area
- Preliminary engineering report
- Preliminary architectural report
- Other _____

Please provide written comments by _____, (Insert date – allow no less than 30 days from receipt of the information – allow 5 days for receipt of information. Provide a longer review and response time if the project is complex.) to the following:

Local Government Agency Official – Presiding Commissioner, Mayor or Village Chairperson and Name

Address

City, State, Zip

If you require more time for review of this project, or if you have questions or would like more information, please contact me at the address above, or by telephone at (Telephone Number), or by e-mail at (E-mail Address). Should any significant changes be proposed to the location and/or scope of the proposed project, you will be notified in writing prior to the initiation of any construction activities for the opportunity to review and comment on any such changes. Thank you for your interest and assistance.

Sincerely,

Name/Title - Presiding Commissioner, Mayor, or Village Chairperson

2ND REQUEST FOR PROPOSED PROJECT REVIEW

(DATE)

Title of Official Tribal Representative (Titles differ – ensure use of the appropriate title) & Name

Tribal Name _____

Address _____

Address _____

RE: ***(Grantee/applicant & Descriptive name of proposed project)***

Dear ***(Title of Official Tribal Representative and Name)*** _____,

The ***(County/City/Village)*** of _____ requested your review and comment of the above-mentioned proposed project in a letter dated ***(Date of initial letter to tribe)***. As I have not received a response in the time period suggested in my initial letter, I am notifying you again to ensure you are afforded adequate opportunity to review the proposed project and provide comments.

As indicated in my earlier letter, the ***(County/City/Village)*** is interested in submitting an application to the Missouri Department of Economic Development for CDBG funding to assist with our proposed project. An environmental review is required pursuant to the National Environmental Policy Act (NEPA) and the US Department of Housing and Urban Development's (HUD) environmental regulation, 24 CFR Part 58. The ***(County/City/Village)*** requests your review of this proposed project to identify whether sites exist that have religious and cultural significance to the Tribe and to determine if project undertakings have the potential to adversely impact any identified sites.

The proposed project is located at ***(Include detailed address, coordinates, boundaries, city, county, etc.)***

The purpose and need of the project is to ***(Provide an explanation as to why this proposed project is needed, the objectives it will fulfill, and who would benefit.)***

The project as proposed consists of ***(Detailed description of project including all activities proposed by all funding sources – refer to the engineering/architectural report and funding application – all project descriptions should remain the same on all project documents. You do not have to re-submit the engineering/architectural report and color photos.)***. Alternatives that have been considered include ***(Explain all alternative actions and sites proposed – refer to the engineering/architectural report.)*** The preferred alternative was chosen because ***(Indicate why the preferred alternative was chosen as the best to fulfill project objectives and minimize or eliminate any environmental impacts.)***

Please provide written comments by _____, ***(Insert date – allow no less than 14 days for response upon receipt of the information – allow 5 days for receipt of information.)*** to the following:

Local Government Agency Official – Presiding Commissioner, Mayor or Village Chairperson and Name

Address

City, State, Zip

If we do not receive a response by the date indicated above, it will be assumed that you have no concerns with our undertaking the project as proposed. Should any significant changes be proposed to the location and/or scope of the proposed project, you will be notified in writing prior to the initiation of any construction activities for the opportunity to review and comment on any such changes. If you have questions or would like more information, please contact me at the address above, or by telephone at ***(Telephone Number)***, or by e-mail at ***(E-mail Address)***. Thank you for your interest and assistance.

Sincerely,

Name/Title - Presiding Commissioner, Mayor, or Village Chairperson