

Introduction to Project Management and NEPA for FTA projects

(Intended Audience: ADOT Subrecipients)

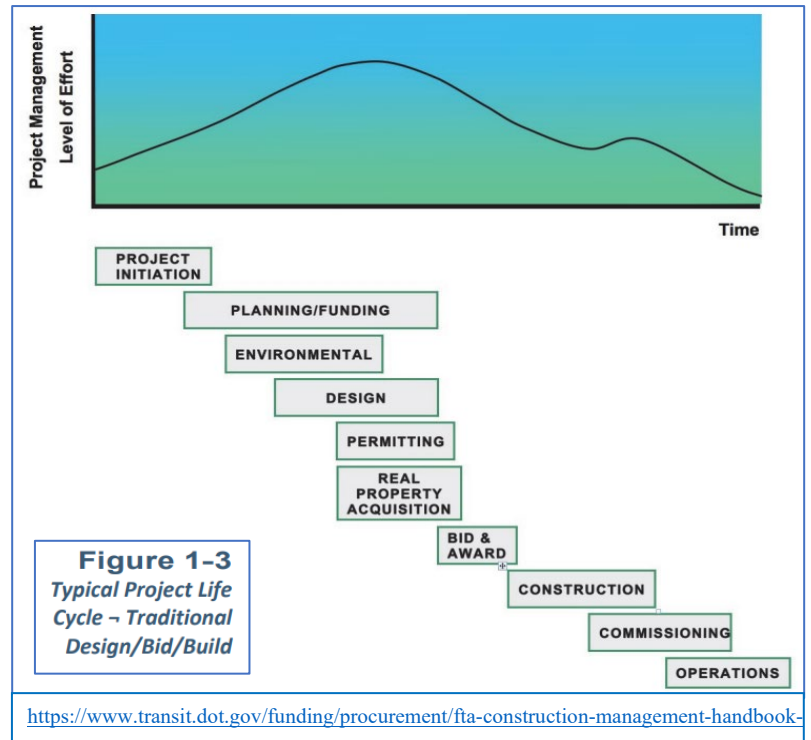
Project management involves an FTA recipient or subrecipient successfully managing all phases of a capital improvement project – from project initiation through planning, environmental clearance, real estate acquisition, design, construction, commissioning, and closeout.

A **Project** is defined by:

- Scope (description of work),
- Budget (cost for all phases), and
- Schedule (timing of actions from project initiation to operations).

Planning

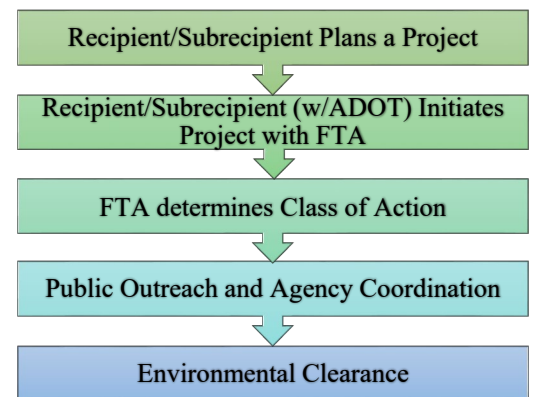
Federally funded construction project(s) must be included in a federally approved Transportation Improvement Program (TIP)/ Statewide TIP Conformity (& MPO Concurrence for Recipients).



Environmental Compliance

The FTA determines class of action under the National Environmental Policy Act (NEPA). These determinations are not delegated to a subrecipient or ADOT. Subrecipients or ADOT may make recommendations to FTA.

- *Classes of Action* include Environmental Impact Statement (EIS) – Class I, Environmental Assessment (EA) – Class III, Categorical Exclusion (CE) – Class II.
- CE are actions that do not individually or cumulatively have a significant environmental effect and are excluded from the requirement to prepare an EA or EIS.
- CE's are NOT exempted from other environmental requirements (Section 106, Section 4(f), Endangered Species Act, etc.). Documentation and agency consultation may be required.
- Submittal of the CE checklist to FTA does not constitute an environmental finding for your project. The FTA determines whether a project qualifies for a CE.



Key Point: FTA owns the NEPA process and is responsible for ensuring NEPA compliance

Reach out **early & often** to FTA (if you are a recipient) or ADOT (if you are a subrecipient). Contact FTA at the time that a project concept is identified to initiate a Project Environmental Intake Meeting. In this meeting, the FTA can advise of the probable NEPA class of action, environmental requirements, and need for any technical studies (23 C.F.R. § 771.115).

Project Environmental Intake Meeting

1. Schedule a project initiation/project intake meeting with FTA grant representative early in the planning process
2. Discuss project description and schedule
3. Share project maps
4. Identify right of way (ROW) needed
5. Consider potential environmental impacts and anticipated technical studies
6. Identify funding sources and financial plan