



Water Quality Program, Financial Management Section

State Environmental Review Process Environmental Information Document (SERP EID)

Basic Agreement Information

Recipient (Organization):
Agreement number (if known):
Project Name:
Recipient Contact Person:
Telephone:
Address:
Email:
Project Description:
Ecology Project Manager:
Ecology Financial Manager:

External Federal Agency Information

Does this project have federal funding from an agency outside of Ecology? Yes	If so, what agency Amount of federal funding (dollars)
Does this project have a federal nexus (permit, license, located on federal land?) Yes <input type="checkbox"/>	If so, what agency
Federal Agency Contact: Name	Email
Title	Phone number



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Other Federal Nexus (Select):	License <input type="checkbox"/>
Permit <input type="checkbox"/>	What is the license for?
Funding Partner <input type="checkbox"/>	Federal Landowner <input type="checkbox"/>
Landowner approval obtained. Yes <input type="checkbox"/>	Other <input type="checkbox"/>

Next: Please submit this form and supporting documentation to the Environmental Review Coordinator and Ecology’s Project Manager for review. Upon completion of the review by the Environmental Review Coordinator, the designated contact for the agreement will receive a Determination (SERP Determination).

Section A: Minimum Required Information

All CWSRF Treatment Work Agreements must complete this section.

Answer the following questions and provide the requested information. For guidance, see Section A of the [State Environmental Review Process Environmental Information Document: Guidance for Clean Water State Revolving Funds](#). Check the boxes below to indicate you have included the documentation for the items listed. Provide comments for additional information when needed.

Verify Lead Agency – Please answer the following questions to the best of your ability.

Help Ecology determine the lead agency for environmental review (including cultural resources compliance) on this agreement by selecting which applies box applies to your agreement:

1. Ecology is the only agency funding this agreement.
2. Ecology is not the only funding agency but is funding the larger share of the agreement.



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3. Ecology is not the only funding agency, but is funding this portion of the project footprint and the other agency is not.
4. Ecology may not the lead agency as there is another funding agency providing a larger share of funding for this project phase or footprint > *Call the environmental review coordinator to determine next steps with your review before proceeding.*

Project Type, Phase and Review – Assist the Environmental Review Coordinator with tracking review from planning through construction.

The information provided in this EID supports a <i>project level</i> review: <input type="checkbox"/>
The information provided in this EID supports a <i>non-project level</i> review: <input type="checkbox"/>
This agreement type is (provide additional information to describe any special circumstances - deadlines, previous reviews, proposals to adopt, sensitive location or resources to consider, amendments).
Planning (Step 1) <input type="checkbox"/>
Design (Step 2) <input type="checkbox"/>
Construction (Step 3) <input type="checkbox"/>
Design and Construct (Step 4) <input type="checkbox"/>
Small Community Project Priority List (SCPPL) <input type="checkbox"/>
Acquisition <input type="checkbox"/>
Other (describe)

Phase and Previous Environmental Review Considerations

Describe the documentation enclosed – whether for the current phase (Phase 1, Phase 2) or for all phases of the project. Explain if there are any resources to consider during review. For



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recipients with previous agreements note whether you wish your earlier environmental review documentation to be considered during this review.

<p><i>The enclosed documentation includes:</i></p> <p>The entire area for all phases, stages, and elements of the project (all phases of the agreement) <input type="checkbox"/></p>
<p>Only this current phase of a phased review (may be one phase of the agreement) <input type="checkbox"/></p>
<p>List what, if any, previous documentation from a previous agreement you wish to be considered during this review:</p>
<p>Agreement Number and Title</p>
<p>Documentation (list, such as Public Outreach, Cultural Resources Survey, EJ report, MBTA report, Floodplain analysis or entire EID – explain if applicable to entire project or just one area)</p>
<p>Past mitigation commitments to consider and roll into this agreement:</p>
<p>Specific permits, approvals, surveys and authorizations to consider during this review (HPA, Aquatic Use Authorization, Incidental Take Statement):</p>

Exemptions Only – Read [EID Guidance](#) on Exemptions First

<p>Is the agreement one of the following? (Mark)</p> <ul style="list-style-type: none"> • Refinancing an existing agreement <input type="checkbox"/> • Agreements for electrical upgrades <input type="checkbox"/> • Agreements for cured in place pipe cleaning. <input type="checkbox"/> <p>If so, submit the EID Basic Information section and complete SERP SEPA Finding of Categorical Exemption Form.</p>	<p>Are you requesting an EPA WIFIA NEPA Categorical Exclusion? <input type="checkbox"/></p> <p>Ensure you include the Record of Environmental Consideration form and review the extraordinary circumstances (see NEPA Categorical Exclusion Form)</p>
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Adoptions

Do you have a previous environmental review (SEPA/TEPA/NEPA) you want applied to this review? Complete this section if this EID includes a request for an adoption and documentation enclosed:

1. Environmental Review Adoption request with documentation
2. Cultural Resources Review Adoption request with documentation
3. Both

If an adoption will occur, the Ecology Project Manager and Ecology Environmental Review Coordinator will review the documentation, ensure it meets Ecology requirements, and respond in a timely manner to the adoption request. For guidance on adoptions, see [State Environmental Review Process Environmental Information Document Guidance for Clean Water State Revolving Funds, publication 16-10-003](#).

State, Tribal or National Environmental Policy Act (SEPA/TEPA/NEPA)

Ecology's approved process for reviewing the potential impacts of financing projects uses existing environmental documentation prepared by the recipient at the local level or prepared by another agency which can be SEPA, TEPA or NEPA documentation. If no such information exists, the recipient will need to discuss options with the Environmental Review Coordinator.

Environmental documentation enclosed:

SEPA/TEPA/NEPA checklist, environmental assessment or similar document. <input type="checkbox"/>
The signed SEPA threshold determination or TEPA/NEPA finding (required). <input type="checkbox"/>
Notice of publication showing the lead agency solicited public comments during SEPA, TEPA or the NEPA process (required). <input type="checkbox"/>
Comments received during the SEPA/TEPA/NEPA process Included (required) <input type="checkbox"/>



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Community Outreach and Public Engagement

The Clean Water State Revolving Fund (CWSRF) environmental review requirements requires additional public outreach and community engagement beyond SEPA/NEPA/TEPA. The recipient may combine this process with the SEPA comment period to streamline public outreach activities. The recipient may coordinate public engagement and environmental justice research/outreach activities at the same time, or separately, depending on the phase of the agreement/project.

Public Engagement (opportunity to engage the community)

Describe how the community learned about the project, how you explained any financial impacts to the community, why water quality improvements were necessary, and next steps. Provide the dates of the public comment period (30 days minimum required). For those agreements where the public may submit comments throughout the project, explain "Open Comment Period" and note how the public can contact you (website, phone, other method).

Explain how you identified and reached out to minority and underrepresented populations, and what comments you received.

Virtual, Hybrid and In-person meetings Note: Please note if outreach was scheduled concurrently with the SEPA comment period.)

In person <input type="checkbox"/>
Virtual <input type="checkbox"/>
Date (s) of meetings
Both <input type="checkbox"/>
Date of public comment period (30 days required minimum) or Open Comment Period:
Comments received? Yes <input type="checkbox"/> Please attach copies of comments.



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Meeting documentation provided:

Meeting advertisement <input type="checkbox"/>	Meeting information (record, transcripts, agenda, minutes). <input type="checkbox"/>
Copy of any presentation <input type="checkbox"/>	Language accessibility as needed. <input type="checkbox"/>
Minimum requirements for the presentation	
Reasonable alternatives <input type="checkbox"/>	
Impacts to rate payers <input type="checkbox"/>	
Impact to floodplain (if applicable) <input type="checkbox"/>	
Environmental and Cultural Resources Impacts <input type="checkbox"/>	
Any required mitigation necessary for the project to be successful <input type="checkbox"/>	

Additional Methods of Public Outreach (Required)

Multiple methods of outreach must be used for each agreement. Select the ways in which you engaged your community besides the meeting above and provide Ecology with an example, links or more information:

Mailers- <input type="checkbox"/>	Website - <input type="checkbox"/>
Public notice in local newspaper (Required - send Ecology a copy) <input type="checkbox"/>	Social media - <input type="checkbox"/>
Advertising or notice in non-standard newspaper - <input type="checkbox"/>	Television - <input type="checkbox"/>



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News media - <input type="checkbox"/>	Radio - <input type="checkbox"/>
Flyers - <input type="checkbox"/>	Signage - <input type="checkbox"/>
Other - explain <input type="checkbox"/>	

Environmental Justice (Codified in NEPA; Executive Order 12898 and Executive Order 14096)

This is a separate requirement from the state level Environmental Justice Assessments (EJA) as required by the Healthy Environmental for All (HEAL) act. See the [SERP EID Guidance](#) for details.

Complete a short report describing the sociodemographics of your service area and/or community. Describe the community using population demographics and a general background of the community you service. Map the community and include the results of the one of the following tools: EPA’s [Environmental Justice Screening and Mapping Tool](#) , the CDC’s [Environmental Justice Index](#) or the Washington State Tracking Network [Environmental Health Disparities](#). Ensure you show your project with a 3-mile buffer, or you may use the Service Use Area.

Suggested: Review the Critical Service Gaps, Climate Change, Sociodemographic, Environmental Justice layers (EJScreen version 2.3) and additional layers (wells, drinking water service areas, water features, toxic RSEI).

Describe the population demographics and background of the community potentially affected by the project.	
Describe how you ensured meaningful public engagement with this community (may reference above).	
Did you identify a minority, underserved and/or disproportionately and adversely impacted segment of the community within your Service Use Area?	
Describe how you engaged any identified EJ communities during public outreach or separately.	



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<p>For EJ Screen Reports: Do you have any demographic, sociodemographic, or environmental indicators, which are above the 70th percentile? (This is moderately high. If an area is at 70th percentile, for the average person the block group score is greater than or equal to 70% of the state population¹). If yes, continue to another tool, or go to the questions on public engagement.</p>	
<p>For CDC Reports: If you reported using the CDC EJ Index, do you have an environmental, social, or health burden that ranks high? Do you have a cumulative index that ranks high? If yes, continue to another tool, or go to the questions on public engagement.</p>	
<p>If you reported using the Washington Tracking Network, Environmental Health Disparities, do you have any rankings of 6 or above? If so, consider how the project may impact the factor and go to the questions on public engagement.</p>	
<p>If you ranked moderately high or high, you have an identified minority, underserved, or low-income communities. Note whether you receive comments or concerns next.</p>	
<p>Did you identify any disproportionately adverse² impacts to the minority, underserved or low-income community?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Describe how you provided additional public engagement.</p>	
<p>Did you receive comments and/or concerns on the impacts?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Did you resolve the impacts and identified concerns? If so, summarize how you resolved.</p>	

¹ In EJScreen, if your results indicate that an area is 48% minority and is at the 69th national percentile, this means that 48% of the area's population is minority, and that is an equal or higher % minority than where 69% of the US population lives. See <https://www.epa.gov/ejscreen/how-interpret-standard-report-ejscreen>

² Replacing the phrase "disproportionately high and adverse" used in Executive Order 12898. Those phrases have the same meaning but removing the word "high" eliminates potential misunderstanding that agencies should only be considering large disproportionate effects.



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Have you addressed the Title VI Civil Rights requirements ³ as necessary?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If mitigation is required, note if you have contacted the Ecology Environmental Review Coordinator yet.	

Cultural Resource Review (Section 106 National Historic Preservation Act)

Answer the following questions and ensure the Ecology Project Manager is updated on the status of Cultural Resources Review compliance. Your contact for cultural resources compliance is the Ecology Environmental Review Coordinator:

Have you discussed options with the Ecology Project Manager and Environmental Review Coordinator? Options include standard approach; starting with a survey for highly sensitive areas; phased review for longer, complex projects; adopting of previous cultural resource reviews; pre-consultation and deferring to another lead agency.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you confirmed that Ecology is the lead agency for cultural resources review? Do you need assistance with this question?	Yes <input type="checkbox"/> No <input type="checkbox"/> Need Help <input type="checkbox"/>
Ecology's Cultural Resources Review Form has been completed and submitted	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ecology Inadvertent Discovery Plan has been completed and submitted	Yes <input type="checkbox"/> No <input type="checkbox"/>
If not completed, what is the status of your cultural resource compliance	

Floodplain Protection and Management

For facilities within a floodplain, include your Flood Insurance Rate Map (FIRM), and complete the Federal Flood Risk Management Standard (FFRMS) steps to explain any impacts to the floodplain:

³ [Title VI of the Civil Rights Act of 1964](https://www.justice.gov/crt/fcs/TitleVI) <https://www.justice.gov/crt/fcs/TitleVI>



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<p>Is the project located in a Special Flood Hazard Area (SFHA) rated floodplain (Zone A or V)?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>If yes, what is the rating of the floodplain?</p>	
<p>If the rating is a non-special flood hazard area, with moderate to low risk, such as 2 percent annual chance floodplain (500-year/B-Zone or shaded X-Zone), you may end here.</p>	
<p>If the rating is a heightened risk of flooding, such as the 1 percent annual chance floodplain (100-year/A-Zone), regulatory floodway or coastal area (V-zone), continue.</p>	
<p>Are there practicable alternatives to the location, outside of the floodplain?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If no practicable alternative locations are found, Ecology requires documentation of any approved development in the floodplain and subsequent conditions or mitigation. Answer the following questions.</p> <p>How much new construction will occur in the floodplain (percent)?</p> <p>Is the structure currently floodproofed according to Washington State floodplain management standards?</p>	<p>Yes <input type="checkbox"/></p>
<p>If there are no alternatives to siting, and the project will occur within the SFHA-rated floodplain, has a floodplain development permit been issued? No development is permitted in the floodway unless a licensed engineer can certify through a scientific analysis that the development will cause no rise to the BFE(s).</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>If yes, was it provided with this EID?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Do the engineering designs ensure the minimization or elimination of sewage into floodwaters, if required?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Does the floodplain assessment or permit contain additional mitigating measures? Examples include floodproofing the facility to be constructed, elevating structures above base flood elevation, providing compensatory mitigation flood storage, natural based systems design and approaches or</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>



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any other means that allow structures and facilities to adapt to, withstand, and recover rapidly from a flood event.	
Was the Region X Puget Sound Biological Opinion triggered (was a Habitat Assessment required)? Enclose a copy if it was.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Did you present the impact to the floodplain during your public outreach and were any comments received?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional Information for Ecology:	

Bald and Golden Eagle Protection Act, 16 USC 668, and Migratory Bird Treaty Act of 1918, as revised, 16 USC 703-12.

These laws apply to birds on private and public property. Determine if planned construction activities (including geo-tech) will disrupt courtship, nesting or other behaviors of eagles or sensitive migratory birds (Birds of Conservation Concern).

Note: To begin this section, run an [IPaC](#) report for you location to find out if eagles or migratory birds (Birds of Conservation Concern) are within your project area. If so, follow the process for determining next steps.

Bald and Golden Eagle Protection Act	
Area you aware of any bald or golden eagles in or adjacent to the project area?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does the Information for Planning and Consultation (IPaC) resources list indicate eagles are present during the year? Attach the resource report to this EID.	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, are the eagles nesting or do they nest in the area?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you aware of any unoccupied eagle nests in or adjacent to the project area?	Yes <input type="checkbox"/> No <input type="checkbox"/>



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<p>If yes to any of the above, follow the SERP EID Guidelines on Bald and Golden Eagle Protection Act. Provide information on avoidance and minimization.</p>	<p>See Activity Specific Guidelines Table Tables 5 and 6, SERP EID Guidance, page 82-83.</p>
<p>Based upon the SERP EID Guidelines, do you need a permit to disturb the eagles for this agreement?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If yes, contact the Environmental Review Coordinator. The permit must be in process or approved before a SERP Determination will be issued.</p>	

<h3>Migratory Bird Treaty Act</h3>	
<p>Were Migratory Birds categorized as Birds of Conservation Concern listed in your IPaC report</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If no, you may stop. Ensure you attach a copy of the report to this EID.</p>	
<p>If yes did download "<i>Supplemental Information for Migratory Birds and Bald and Golden Eagles that may Occur in a Project Area in IPaC</i>" before closing IPaC down. Read and follow the instructions as they apply to your project.</p>	<p>Completed <input type="checkbox"/> Not completed <input type="checkbox"/></p>
<p>Review the section on Migratory Birds in the SERP EID Guidance, page 86. Review Beneficial Practices, directions for What Birds may be Present in the Project Location, pp. 89 – 93.</p>	<p>Completed <input type="checkbox"/> Not completed <input type="checkbox"/></p>
<p>For Birds of Conservation Concern (BCC), use the AKN Rail Tool or the IPaC to determine the month BCC species may be present. If there is a high possibility that BCC species will be attempting to breed or nest in the project area during construction activities, help to confirm where sightings have occurred using eBird, or contact the WDFW.</p>	<p>BCC present during nesting season <input type="checkbox"/> Not present during nesting season <input type="checkbox"/></p>
<p>If BCC species will be present and attempting to breed, nest or raise their young in or adjacent to the construction area, develop a MBTA Conservation Plan (avoidance and minimization plan) following the Nationwide Standard Conservation Measures. See</p>	<p>Plan attached? Yes <input type="checkbox"/></p>



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the SERP EID Guidance for additional suggestions. Avoid destruction of all nests.	No (Explain why):
Will construction activities result in the potential <i>take</i> of nesting birds including their habitat and nesting material during construction season? Nests may can be in burrows, trees, in structures or on the ground. Take must be reviewed and approved. If yes, contact the Environmental Review Coordinator. The USFWS and Ecology must review and approve before a SERP Determination will be issued.	Yes <input type="checkbox"/> No <input type="checkbox"/>



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Section B: Additional State and Federal Laws for consideration –

Required for Designated Equivalency Projects (DEP), complex treatment works projects and federally funded SRF agreements.

If your agreement is receiving federal money or is complex, triggering any of the listed approvals, complete Section B. When answering “No”, explain why the approval does not apply as the example shows below (**required**).

If your project requires a Critical Area Report/Survey, the information from that document may assist you with this section.

Any permit requiring mitigation needs to be disclosed as part of the environmental review.

Contact Liz Ellis (liz.ellis@ecy.wa.gov) for more information. For guidance see Section B in: [State Environmental Review Process Environmental Information Document: Guidance for Clean Water State Revolving Funds](#).

Is this agreement receiving federal funding? If so, what type of agreement do you have (OSG, DEP, EC, other). If you do not know, contact your Ecology Project or Financial Manager.	Yes <input type="checkbox"/> No <input type="checkbox"/> Agreement type:
Answer whether the following regulations apply (Example shown)	
<i>Example: Protection of Wetlands, Executive Order 11990, as amended</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<i>Example: If no, what is your justification for why?</i>	No wetlands are present within the project area
Protection of Wetlands, Executive Order 11990, as amended	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Farmland Protection Policy Act, 7 USC § 4201 et. seq.	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Wild and Scenic Rivers Act, 16 USC § 1271 et. seq.	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Endangered Species Act, 16 USC § 1531 et. seq.	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	



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Essential Fish Habitat Consultation under the Magnuson Steven Fishery Conservation and Management Act 16 USC § 1801 et. seq.	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Clean Air Act Conformity, 42 USC § 7401 et. seq.	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Safe Drinking Water Act, 42 USC 300f et seq. (presence of groundwater that contributes to drinking water)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>If no, what is your justification for why?</i>	
Additional Information for Ecology:	

Additional Regulations that may apply to a state or federally funded CWSRF agreement.

Identify which resources required consultation, coordination and/or permitting to ensure protection. Include the appropriate final documentation from each consultation or permit as an upload to EAGL's environmental and cultural review form. Include any required mitigation.

Does your project trigger or require any additional permits, approvals, or authorizations?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Washington State Department Fish and Wildlife Hydraulic Project Approval (HPA)	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Hydraulic Project Approval Number</i>	
Washington Department of Natural Resources Aquatic Use Authorization	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Lease/Easement Number</i>	
Local Critical Areas Protection (wetlands, critical aquifers, frequently flooded areas, geologically hazardous areas, fish and wildlife habitat areas, waters of the state, agriculture).	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Describe</i>	
Construction Stormwater General Permit	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Obtained - Date</i>	
Shoreline Management Permit	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Number/Type</i>	
Water Quality 401/404 Permit (Joint Ecology/Corps)	Yes <input type="checkbox"/> No <input type="checkbox"/>



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<i>Describe</i>	
Wild and Scenic Rivers Act	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Describe</i>	
Other permits, approvals, or authorizations	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Describe</i>	
Other permits, approvals, or authorizations	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Describe</i>	
Additional Information for Ecology:	

If your project has impacts to any of these resources, report them as part of this EID so Ecology may consider that information as part of this SERP review. Reporting an impact does not preclude you from receiving financial assistance.

When complete, you may upload this EID with attachments to EAGL or return it directly to Liz Ellis, Environmental Review Coordinator, CWSRF, liz.ellis@ecy.wa.gov.

Resources:

[Ecology Environmental Review for Water Quality Grants and Loans](#)

[State Environmental Review Process Environmental Information Document: Guidance for Clean Water State Revolving Funds \(SERP EID Guidance\)](#)

[Inadvertent Discovery Plan](#)

[Inadvertent Discovery Training Field Staff video](#)

[Diagram of the cultural resources review process](#)

[Focus on Water Quality Grants and Loans Cultural Resources Review](#)

[Ecology Executive Order Cultural Resources Review](#) form

[Elements of Environmental Review by Phase and Loan](#)

Ecology's [Water Quality Atlas](#)



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Liz Ellis

liz.ellis@ecy.wa.gov

360-628-4410



To request an ADA accommodation, contact Ecology by phone at 360-407-6600 or email at liz.ellis@ecy.wa.gov or visit <https://ecology.wa.gov/accessibility>. For Relay Service or TTY call 711 or 877-833-6341.