

National Environmental Policy Act (NEPA) Categorical Exclusion Checklist

In 1981, the Department of Justice (DOJ) Office of Justice Assistance, Research, and Statistics (OJARS) published its National Environmental Policy Act (NEPA) implementing procedures within 28 CFR Part 61, Appendix D. The Bureau of Justice Assistance (BJA) follows these NEPA procedures, which includes two categorical exclusions (CATEXs) detailed below. These CATEXs apply to certain projects that do not require further NEPA review. BJA requires applicants and sub-applicants whose projects may qualify for a CATEX to complete this checklist in order to support BJA with NEPA compliance.

Please complete the following:

1. Fill out this checklist for each project/location within your application that may qualify as a CATEX.
2. Sign and return this document in electronic format to *The Bureau of Justice Assistance* via email to Orbin.Terry@ojp.usdoj.gov.

Grant Program:	Click or tap here to enter text.
Applicant Name:	Click or tap here to enter text.
POC Signature:	
<i>(For Internal Use)</i>	
<i>Date Signed:</i>	
<i>Date Signed:</i>	
<input type="checkbox"/>	

See both CATEXs below. Please select the activity that relates to your project:

1. ***The bulk of the funded efforts; training programs, court improvement projects, research, and gathering statistical data. This categorical exclusion includes the following activities:***
 - Training Programs:** These activities may vary from classroom to field training, routine practices to novel methods or techniques, entry to advanced level education, and accreditation courses to seminars for continuous learning. *Example activities: training and travel expenses, purchase of supplies, and facility rental and maintenance fees.*
 - Court Improvement Projects:** These activities include research projects on court-based programs that are designed to improve any part of the court process: investigation, pretrial, court proceedings, or post-conviction. *Example activities: court operations and case management; research for improving operations; adjudication and sentencing; presentation of technologies; and salaries, overtime, and travel costs.*
 - Research:** These activities include a variety of research work that may take place inside or outside the laboratory such as studies of fundamental physical, chemical, or biological processes, development of new analytical methods, or comparative evaluation of existing techniques. *Example activities: research; inventories; sample collection; purchase or rental of equipment and supplies such as chemicals, biological materials, instruments, or off-the shelf equipment or supplies; laboratory expenses for maintaining equipment; and salaries, overtime and travel costs.*
 - Gathering Statistical Data:** These activities include a broad range of data collection and analysis as applied to criminal justice purposes. *Example activities: collecting crime data; developing data sharing models; developing or*

enhancing software tools; statistical research; secondary data analysis; development of statistical algorithms; and salaries, overtime, and travel costs.

Other funded efforts not listed in 28 CFR 61 (provide description): Click or tap here to enter text.

2. Minor renovation projects or remodeling. This categorical exclusion includes the following:

- Minor Renovations: These activities include updates to existing structure(s) that do not change the overall purpose of the structure, capacity, or systems already in place. *Example activities: repairs and updates from normal use; interior alteration or restoration projects to remove or add walls, wiring, furniture or equipment; and installation and replacement of building components, systems, or site utilities.*
- Renovations of system or utilities: These activities include replacement of HVAC units, electrical, gas, water, sewage, and communications services interior to or connected to the structure.
- Remodeling: These activities include renovation/construction work to change the layout of a space within the existing capacity and systems of the original structure.

Please note, the following activities are not covered by the above CATEXs:

- Renovation activities that involve expanding the size of an existing structure, adding a new structure whether or not connected to the existing structure, and otherwise requiring additional utility systems to be installed.
- Activities that seek to add space beyond the existing structure.
- Renovation activities that are intended to change the function of the structure.
- Construction of a new structure or introduction of a modular building.
- The development of new technology.

Before continuing with this form: If you are unsure whether your project qualifies as a CATEX, please contact BJA to discuss what level of NEPA analysis your project requires.

Project Title: Click or tap here to enter text.	Date: Click or tap here to enter text.
Sub-Applicant Project Title (if applicable): Click or tap here to enter text.	
Location (addresses and/or GPS coordinates): Click or tap here to enter text.	
For Renovation Projects - Year of construction of existing structure Click or tap here to enter text. (if unknown, please provide an approximation and check the corresponding box): <input type="checkbox"/> Unknown, approx. provided	
Project Description: Please provide a brief description of your project, including details on specific activities that would occur under the project and its related processes. See descriptions and examples listed in the CATEXs above and provide a full list of the activities included in the project. <i>For example, if your project involves gathering statistical data, please explain the processes or steps required to gather that data, whether you are also developing software tools or models, and if salaries or other costs are included.</i> <i>If your project involves renovation or construction work, please include a description of the area's existing and current land use and whether the project would result in a change of use of the existing structure (ex. from a residential to an office space). Include dimensions of any proposed expansion or increase in impervious surfaces (ex. paving activities). Please note any ground disturbing activities that would be required as part of the proposed project.</i>	

Project Description:

Click or tap here to enter text.

Attachments: Please check the applicable boxes below and include the documentation as attachments to this checklist:

- Site map of proposed project location (including property boundaries)
- Interior/Exterior photos of current structure
- Current and/or proposed floor plans of existing structure (if applicable)
- Exterior renderings (if your proposed project involves any exterior improvements, e.g., porch repair, ramp installation)
- Other : Click or tap here to enter text.

Feel free to provide any additional attachments to aid in explanation to the checklist questions below.

If your project qualifies under the CATEXs listed above, your project may still require a higher level of review if any Extraordinary Circumstances exist. Please complete the below checklist for BJA to determine the appropriate level of review for your project.

If additional space is needed, please include a separate page as an attachment to aid in an explanation that has been provided (ex. maps, reports consultation letters, etc.).

Factors for Extraordinary Circumstances Analysis	Answer	Explain
<p>Would the project generate noise for a prolonged period of time that is louder than is currently experienced in the surrounding area? <i>If yes, please provide an explanation that includes a description of the current noise levels in the project area and the noise source that will be introduced as a result of the project.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project take place in close proximity to sensitive noise receptors? (This includes residential areas, nursing homes, hospitals, and other uses where quiet is integral to a facility's function)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
<p>Would the project generate hazardous waste? <i>If yes, please provide an explanation that includes the type of hazardous waste anticipated and if existing waste management protocols are in place to properly manage the hazardous waste that would be produced.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project generate solid waste? <i>If yes, please provide an explanation that includes the type and amount of anticipated solid waste and if the newly generated solid waste may exceed the management capabilities available on site/in the project area.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project generate uncontrolled air emissions? <i>If yes, please provide an explanation that includes the type of emissions, if the emissions are anticipated to be small/de minimis and if the project is located in a non-attainment area as defined under the Clean Air Act (if known).</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.

<p>Would the project take place in close proximity to any threatened or endangered species? <i>If yes, please provide an explanation that includes the listed species that may be in close proximity to the project location and their status (threatened or endangered under federal, state and/or tribal regulations, if known).</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project take place in a mapped floodplain?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project take place on or adjacent to a mapped or unmapped wetland? <i>If yes, please provide an explanation that includes the proximity of the wetland to the project location.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project result in the alteration of, or the addition to a structure(s) that is more than 45 years old?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project result in ground disturbance? <i>If yes, please provide the extent of the ground disturbance that will take place (area and depth) and state whether the area has been previously disturbed.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project take place in close proximity to religious or cultural sites, or historic properties or districts?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project take place in close proximity to minority, low-income populations, indigenous or sensitive populations? <i>If yes, please provide an explanation that includes a description of the relevant populations (including proximity to the project and size of the population, if known).</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Click or tap here to enter text.
<p>Would the project conflict with existing local or state plans or zoning requirements?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project have permanent or long-term (5-years or longer) impacts, such as impacts from the placement of a structure that will be kept on site for long-term use?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project involve uncertain risks or impacts?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Is the project of a much greater scope or size than normally experienced for the particular type of action that is being proposed?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Are there additional actions that are connected or otherwise dependent on the project?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Would the project be part of an ongoing or multi-phase project(s) and/or program(s)? Or are there plans for additional project(s) to occur as a result of this one?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Does the project require any new permits to be obtained?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.
<p>Does the project involve the development or use of new technologies with unproven impacts?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Click or tap here to enter text.